

CITY COUNCIL MEMBERS

Vanessa Fleisch, Mayor
Mike King, Mayor Pro-tem
Phil Prebor – Post 1
Kim Learnard – Post 3
Terry Ernst – Post 4

City Council of Peachtree City

REVISED AGENDA

November 17, 2016

7:00 p.m.

- I. Call to Order
- II. Pledge of Allegiance
- III. Announcements, Awards, Special Recognition
 - Presentation of 9/11 Mural
 - Proclamation – Small Business Saturday
 - Recognize Graduates of Citizens Police Academy
 - Recognize CERT Graduates
- IV. Public Comment
- V. Agenda Changes
- VI. Minutes
 - November 3, 2016, Regular Meeting Minutes
- VII. Monthly Reports
- VIII. Consent Agenda
 1. Consider Extension of Agreement with Shumate Mechanical Systems
 - ~~2. Consider FY 2016 Budget Amendment (staff moved to December 1)~~
 - ~~3. Consider FY 2017 Budget Amendment (staff moved to December 1)~~
 4. Consider Authorization to Surplus Used Phones & Thin Clients (Revised Memo)
 5. Consider Renewal of Insurance Brokerage Services
 6. Consider Reclassification of Position – Facilities Coordinator, Recreation & Special Events
 7. Consider Elimination/Replacement of Positions – Administrative Coordinator, Fire Department
- IX. Old Agenda Items
- X. New Agenda Items
 - 11-16-05 Public Hearing – Consider Adoption of Resolution Authorizing Transmittal of Draft Capital Improvements Element to the Atlanta Regional Commission for Review (Mike Warrix)
Staff requests continuance to ~~December 1~~ January 5 to allow for presentation of Impact Fee Methodology Report
 - 11-16-06 Consider Development Agreement with Pulte Homes Corporation (former John Wieland Homes & Neighborhoods tract in Wilksmoor) (Mike Warrix)
 - 11-16-07 Consider Bid for Ford Interceptors (Chief Janet Moon)
 - 11-16-08 Consider Purchase of Police Department Smart Car (Forfeiture Funds) (Chief Janet Moon)
 - 11-16-09 Presentation/Consideration of Private Fundraising Proposal for Police K-9 (Chief Janet Moon)
 - 11-16-10 Consider Brand Name for 2017 Concert Series (Sound & Lights) – The Show Business (Paul Salvatore)
- XI. Council/Staff Topics
- XII. Executive Session
- XIII. Adjourn

CITY OF PEACHTREE CITY

INTRAOFFICE MEMORANDUM

TO: Mayor and Members of Council

VIA: Jon Rorie, City Manager *JR*
Paul Salvatore, Financial Services Director *P.S.*
Kelly Bush, Assistant Financial Services Director *KB*

FROM: Angela Egan, Purchasing Agent *AE*

DATE: November 4, 2016

SUBJECT: Request to Surplus used phones and thin clients (*Revised*)
Council Meeting: November 17, 2016

Recommendation.

Staff recommends Council declare surplus 182 Shoretel phones *and 81 thin clients*.

Discussion.

The City recently purchased refurbished phones compatible with the newly upgraded high-speed fiber network. Thin clients were replaced with PC's.

These items are expected to be auctioned on Govdeals.com November 25 – December 2.

Budget Impact.

Any proceeds from the sale of this equipment will go toward the \$25,000 budgeted for the sale of fixed assets in the general fund.

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City Council of Peachtree City
Meeting Minutes
November 3, 2016
7:00 p.m.

The Peachtree City Mayor and Council met in regular session on Thursday, November 3, 2016, at City Hall. Mayor Pro-tem Mike King called the meeting to order at 7:00 p.m. Others attending: Terry Ernst, Kim Learnard, and Phil Prebor. Mayor Fleisch was unable to attend the meeting.

Announcements, Awards, Special Recognition

Police Lt. Brad Williams was recognized for 15 years of service to the City. Mary Maud Hiestand and Beth Williams accepted the proclamation for Retired Educators Day on November 6 on behalf of the retired teachers in Fayette County.

Public Comment

Walter Bauer addressed Council concerning Stormwater Utility fees, noting that he and his wife Richarda, had lived in the City for 32 years. Bauer said he retired 15 years ago, and the monthly retirement he received was spent on their health insurance. They lived on Social Security, and their limited income and advanced age qualified them for the City's Senior Homestead Exemption. He asked that Council consider an exemption from the Stormwater Utility fee for seniors that met the criteria for the Senior Homestead Exemption. They understood the cost to maintain the stormwater system, adding their petition was very important to them.

10-Minute Talks

Peachtree City Airport Authority (PCAA)

Bryan LaBrecque, PCAA chairman, addressed Council, noting that the PCAA owned and operated Atlanta Regional Airport – Falcon Field. He introduced Hope Macaluso, airport director. He continued that the airport had been in financial trouble several years ago and changes had been made. They had been able to reduce the airport's long-term debt and were on the road to becoming completely self-sufficient. The airport had grown considerably over the last few years, and there were about 70,000 operations per year. Jets associated with businesses were a large part of the growth, which was good. Revenues came from selling fuel and leasing ground space. The airport had operated in the black for the last three years. They had spent time sprucing up the infrastructure and extending the runway, which lured more jet traffic. The runway was currently 5,700 feet, and they anticipated another extension to 6,000 feet in a few years, which would put the airport on par with any other regional airport in the area, LaBrecque said.

LaBrecque continued that wildlife and airports did not mix, and wildlife (specifically deer and coyotes) was dangerous for pilots. They had just completed fencing around the entire airport, which was less convenient for those who used and visited the facility, but it was safer. There was a problem with geese heading to Lake McIntosh. Planes were taking off and landing in flocks of geese. They were looking for a way to remove the geese from the flight path in the friendliest way possible.

Business at the airport continued to grow. There were now two flight schools located on the airport, as well as two aircraft repair businesses. The airport employees were continually training in operations and safety, and everyone was certified in safety.

There were still a few infrastructure problems. The lighting system was very old, and they hoped to replace it in the next few years with high-tech lights. The fuel system was aging and

would need replacement, LaBrecque continued. Trees too close to the runway were also an issue, as well as a leak from a water treatment plant on the northwest end of the property.

The airport team did a great job, and the tenants were very happy. Macaluso confirmed 40 were on a waiting list for space on the airport. LaBrecque concluded the PCAA would find a way for the airport to be completely self-sufficient.

Learnard asked if there were plans to open a restaurant at the airport. LaBrecque said they wanted to have one, but they did not know if there was enough demand. When the lighting and the runway were finished, they would see if they could determine the demand. LaBrecque continued that there had been a nice playground next to the FBO, but it had to be removed due to drainage issues and it had not met state codes for playgrounds. The goal was to put the playground back in since it got a lot of use.

The Great Georgia Airshow was not held this year. LaBrecque clarified that the airport had hosted the event, but did not put it on. The organization that did hold it had some issues and the PCAA did not know where it stood. They appreciated all the years the airshow had been there, but only wanted it to come back if vendors were treated properly.

Prebor asked if more hangars would be built. LaBrecque said there was an area on the opposite side of the runway, which had been structured for commercial use. There had been interest, but nothing more at this point. The area had been paved and the ramp area was in place. Electricity and water hook-ups were available. They just needed someone willing to pay a reasonable amount for it.

King noted the members of the PCAA and the Water & Sewerage Authority were volunteers, and their service was appreciated.

Peachtree City Water & Sewerage Authority (PCWASA)

Bill Holland, PCWASA chairman, introduced authority members Phil Mahler, John Dufresne, Wes Saunders, and PCWASA General Manager Stephen Hogan. Holland said the board currently had the alternate position vacant, and one member's term would expire soon. He noted that the Spencer Pass Law was now in effect, which required drivers to move their vehicles over or slow down when passing service/utility vehicles with yellow flashing lights such as WASA trucks.

Holland continued that WASA's budget in 2017 would be over \$13.5 million, including operations, maintenance, capital outlay, and renewal projects. In addition to Hogan, there were four division managers for a total staff of 24 full-time and three part-time employees. There were two water reclamation plants in the City, both on SR 74 South. The plants processed 3.1 million gallons per day (GPD) that was discharged into Line Creek and Flat Creek. WASA was permitted for six million GPD, so there was capacity available. They maintained more than 220 miles of pipe and more than 4,000 manholes. In addition, they operated 180 pumps daily. There were 36 lift stations that elevated the flow so it could get to the treatment plants. The facilities were manned by radio and computer 24 hours/day.

Loans in the amount of \$28,620,000 had been refinanced in 2013, and one loan would be paid off in March 2023. The other loan series would be paid off in March 2027. The balance on both bonds was now \$22 million. The funds were used to purchase the system from Georgia Utilities, including the plants. Holland continued that WASA's bond rating had increased from AA- to AA+. The annual audit had no significant findings or negative issues.

WASA spent \$2.5 million for treatment plant improvements in the last year. A process called pipe bursting was being used to replace old pipes that did not require digging up roads, and it was being used throughout the City. It was much less disruptive to the environment. Two hundred twenty-two manholes had been repaired that had been graded C and D, and another 200 would be repaired in the coming year. There were over 4,000 manholes in the system per the Red Zone Robotics evaluation that had been done. Two lift stations had been added, #37 which would serve Heritage Assisted Living and #38 for Everton and Wilksmoor Village. Over one-half mile of 30-inch main lines were replaced.

WASA's Collection division received silver recognition from the Georgia Association of Water Professionals, missing gold by 0.05 point. Holland noted that more than 460 organizations applied for the award, and only 10 received recognition (two were silver and eight were gold). Keisha Lisbon-Thorpe, manager of WASA's Technical Services division, was recognized for her service as president of the Georgia section of the American Water Works Association. Xavier Davis, GIS specialist and Fats, Oils, and Grease (FOG) Program coordinator, was recognized by the Georgia FOG Alliance for his work in ensuring those companies that had to remove fats, oils, and greases, had the proper equipment in place. About 400 were monitored annually in the City. WASA also participated in a water tower design competition at Booth Middle School, and Holland served as one of the judges. The underlying idea of the competition was to interest students in the water business.

Learnard asked if the request for sewer capacity from Tyrone would be a win/win situation. Holland said it would, adding it would bring more than 300 new customers, which could mean rate increases would not be needed. He said Council should seriously consider the request, adding he had been involved in the discussion for two years, but had not heard anything for a while. He would like to see a resolution.

Prebor asked if WASA did maintenance for Tyrone on its system. Holland said WASA did provide maintenance for Tyrone. Prebor also asked for an update on the Heritage Assisted Living connection, and if there were any plans to reduce the number of lift stations. He noted that the system had been called a "developer's grade system." Prebor understood fewer lift stations should be needed.

Holland said WASA was ready to go with the connection to Heritage. The lift station was in place. Holland said the lift station on Sumner Road was for the Foot Pain Clinic, Heritage, and approximately 60 acres along Sumner Road. It had been in service since April. Hogan said there were no plans to reduce the number of lift stations. It could not be done without significant cost and digging up a lot of backyards. Perpetual care was required for the mechanical and electrical systems. Holland said a line along SR 74 had been engineered to bring sewage from Tyrone. It would be a force main. Hogan clarified that WASA provided internal maintenance for the stations and emergency services to Tyrone for approximately \$4,000 per month plus costs for equipment or maintenance. If sewer was extended to Tyrone, it was estimated that WASA would receive an additional \$25,000 per month.

Prebor asked if there were any way to lower the sewer rates if Tyrone and connection fees were applied to the principle of the debt. Hogan said the \$26 base bill helped pay the debt service, but the bond could not be refinanced at this point due to tax implications and other issues. Paying the bonds off early would cost WASA. If Tyrone connected to the system, the answer to reducing rates was that WASA might not need to increase the rates.

Prebor noted the rates provided enough funds for operations, maintenance, and capital improvements, asking if an influx of funds would be needed for capital improvements if it was

already budgeted. Hogan said WASA rates were based on Peachtree City. Additional work would be required in Tyrone, and Tyrone rates would be used for what was going on there. Part of the base rate would go to WASA's debt service, which was an ongoing situation until 2023. At that point, WASA could look at reducing the debt service load. He could not answer Prebor's question based on an influx that was yet to happen. Hogan said he had first discussed sewer with Tyrone in 2010, and that still had not occurred. The West Village was originally planned for construction in the 2005 time frame, and customers were just now coming onboard.

Prebor asked how the City could help with Tyrone. Holland said WASA supported the connection. Mahler said he was surprised by that question, adding that WASA understood Tyrone had sent something to Council recently regarding the agreement. WASA had not prepared the intergovernmental agreement, the City had done that. Prebor said discussions between the City and Tyrone were stagnated. Mahler said Council WASA could take care of the agreement, then Council could decide yes or no. The City decided if WASA went outside the City. Holland said WASA would talk to the City whenever they were ready.

City Manager Jon Rorie noted he had been involved in the Tyrone sewerage discussions for a year, and there was some stagnation. The City had extended two acceptable offers to Tyrone, and there had been no response. Those offers had not been done in absence of WASA. He did not recommend doing what Tyrone had sent back. Mahler said the decision to go outside City limits was Council's, but WASA's job was to be good stewards of the ratepayers' money.

Rorie said what had been proposed was that Tyrone would become one large customer with a capacity of 350,000 gpd. They would own, operate, and maintain their own system, or contract with WASA. Under those circumstances, he would clearly recommend bringing Tyrone in as a large customer. King said the City had extended an olive branch. They wanted to be good neighbors, but to have a good business sense as well. Mahler agreed, but he believed the conversations had alienated both sides, and WASA might be able to settle it. Ernst said it was not WASA's job to do Council's job. When Council made the decision, they would come to WASA. Mahler said the agreement should be between WASA and Tyrone, and Council would decide if the agreement was good or not. Ernst said he understood, but disagreed.

Holland said he could speak with Tyrone's Mayor, but he did not want to do anything contrary to the City's wishes. King said this discussion brought things out in the open. He did not think Tyrone really understood the costs involved. It was Tyrone's responsibility to connect to the City's system. Mahler said that was correct.

Ernst said he wanted be clear about what had happened with Heritage Assisted Living's request to connect to the sewer system, asking what the problem was. He added that Dufresne had provided some information at the last meeting. Hogan said the City required annexation for connection. The system was prepared to accept Heritage's sewage. The annexation was the hang-up. Mahler added that Heritage had to hook into the system, and they had not hired a contractor to that. Ernst asked who had been recommended, saying he understood WASA's position that they could not tell Heritage what contractor to use. Hogan said they advised Heritage to use the contractor who put in the lift station since they were already there and to negotiate a separate cost. WASA did not build the system for customers.

King asked WASA to consider redevelopment within the City and to look at their policy regarding hook-up for a property that had already connected to sewer. He specifically sited Palmer's and the cost for the sewer connection. The fee was to have been \$24,000 for an entity that was already hooked up. Mahler said the use of the property had changed from fast food to a sit-down restaurant. The owner had been given credit for the number of seats the fast food

restaurant had, so the fee had been reduced. King said Palmer's paid \$14,000. Mahler said WASA gave Palmer's credit for the seats already paid for, and they only paid for the additional 50 seats. King asked how much more pipe was put in, saying he asked that WASA consider reducing connection fees when no labor or construction was needed for connection. Prebor said Council did not want to hinder new businesses from opening. Holland said they would discuss the matter.

Prebor said he understood about annexation and serving Heritage. He asked if WASA served Mountbrook subdivision, which was outside the City limits. Hogan said WASA serviced The Chimneys subdivision, which was part of the system's sales agreement, as well as the Starr's Mill School Complex, Shiloh Mobile Home Park, and a few other sites purchased in 1997. Dufresne clarified that Council had approved Heritage's connection outside of the annexation in a separate action.

Minutes

September 1, 2016, Regular Meeting Minutes – Amendment

October 20, 2016, Regular Meeting Minutes

Learnard moved to approve the amendment to the September 1, 2016, regular meeting minutes and the October 20, 2016, regular meeting minutes. Ernst seconded. Motion carried unanimously.

Consent Agenda

- 1. Consider Alcohol License – NEW – Goto, 100 Commerce Dr, Suite 273**
- 2. Consider Mutual Aid Agreement with Multiple Agencies**
- 3. Consider Renewal of MOU with Southern Crescent Technical College**
- 4. Consider Purchase of Additional Data Storage – IBM Corporation**
- 5. Consider Cancellation of December 15, 2016, City Council Meeting**

Learnard moved to approve Consent Agenda items 1 – 5. Ernst seconded. Motion carried unanimously.

Old Agenda Items

10-16-04 Public Hearing – Consider Variance, Stormwater Runoff Requirements, Midwest Food Bank

City Engineer Dave Borkowski addressed Council, saying that Midwest Food Bank currently had two buildings and associated parking at 220 Parkade Court. There was an existing detention pond that served the development. The applicant, Midwest Food Bank, wanted to add two additional buildings, as well as re-do the asphalt. Staff came across the stormwater issues while reviewing the plans. The variance request was for Section 1011(b)(3)g.iv. and Section 1011(c)(3) of the stormwater management for new development and redevelopment section in the Land Development Ordinance.

One of things engineers looked at was whether the flow rates onto adjacent property would increase when impervious surface was added, Borkowski said. While the applicant had been able to keep the post-development stormwater run-off rates at or below pre-development conditions when discharging from the pond located at the property line, there would be a slight increase in run-off rates at the 10% point (the confluence with Flat Creek) in the watershed. There were no increases in the flow out of the pond onto adjacent properties, but there would be an increase in the flow rates into Flat Creek when all the run-off into the creek was combined. The applicant tried to do several things to alleviate the increase, including making the pond larger. The increase would be seven gallons per second more flowing into Flat Creek.

There was no variance criteria outlined in the stormwater redevelopment ordinance similar to the one in the floodplain ordinance, Borkowski said. It was good if an applicant could show no impact in the 100-year flood elevation of Flat Creek, and there was none. There were small increases for smaller storms, possibly 1/8 inch, which was well within the error of the model. There was no downstream impact, Borkowski said. Staff recommended approval of the variance request for the ordinance sections, which would allow the slight increase in flows.

Learnard asked if mitigation would be required if Council were to deny the request, and what would be needed. Borkowski said the engineer had tried all of the mitigation steps with the pond, and Borkowski did not know what else could be done.

Steve Gulas of South-Tree Enterprises spoke on behalf of Midwest Food Bank, saying their hydrologist had identified some flows during the design that were slightly over what was allowed in the discharge from the pond. They had raised the level of the weir for the pond and the freeboard (freeboard is a factor of safety usually expressed in feet above a flood level for purposes of floodplain management, FEMA.gov). It was a concrete wall pond, so they could not dig around the pond to make it bigger. By raising the weir and the freeboard, they were reducing the discharge off the site. After the additional building was constructed, the situation would be improved. The 5,000 square-foot building would be built over existing asphalt, which did not add any impervious surface. The 3,600 square-foot building would be constructed over a graveled area. Overall, less than 5,000 square feet of impervious surface would be added, but the way the ordinance was written for redevelopment projects, everything was counted. They would be at 15 cubic feet per second for flow leaving the pond, and they were only allowed 14.2 cubic feet per second. The variance was for one cubic foot per second, and the hydrology would actually be improved.

King opened the public hearing. No one spoke for or against the variance request.

Learnard moved to approve the variance for the stormwater runoff requirements as presented by Midwest Food Bank. Ernst seconded. Motion carried unanimously.

New Agenda Items

11-16-01 Public Hearing – Multi-family Moratorium

Planning & Development Director Mike Warrix asked Council to reaffirm the Multi-family Housing Moratorium that was adopted in 1999. The moratorium prohibited staff from taking applications to zone or re-zone property to a designation that would allow it to be developed as multi-family. The moratorium expired each year in November, and Council was required to reaffirm the moratorium annually. Warrix added that staff had not been approached by anyone regarding multi-family projects and recommended approval.

King opened the public hearing. No one spoke for or against the public hearing.

Learnard moved to continue the multi-family moratorium. Ernst seconded. Motion carried unanimously.

11-16-02 Public Hearing – Consider Text Amendments to Zoning Ordinance, Section 916.1 Transition Yard Standards

Warrix said the proposed amendment allowed the City to authorize removal of infected, infested, or damaged trees in transition yard buffers. The trees would be those that posed a threat to life and/or property. The Planning & Development Director would approve or deny the requests on a case-by-case basis. The Planning Commission reviewed the proposed amendment on October 10 and recommended approval.

The proposed changes to the ordinance included:

(916.1) *Establishment of transition yard.* Within each zoning district, minimum building and parking setbacks have been established to separate development from the property line. These setbacks are not meant to be "build to" lines but to simply define the area in which structures and other development may occur. The city recognizes the importance of separating property zoned GC, LUC, OL, LI or GI from residentially-zoned property. In those areas, the setback requirements shall be increased, such that a natural buffer shall be provided between dissimilar zoning districts. This buffer shall be referred to as a transition yard on the conceptual and final site plan submittal. Absolutely no unapproved clearing and/or grading, except for perpendicular utility crossings, shall be permitted within the transition yard unless prior written approval is granted by the city for the removal of infected, infested and/ or diseased trees that pose a threat to human life and/ or property as determined by the Planning and Development Director. Stormwater detention and/ or water quality features shall not be located within the transition yard

King opened the public hearing. No one spoke for or against the proposed amendment. The public hearing closed.

Prebor moved to approve New Agenda item 11-16-02. Learnard seconded. Motion carried unanimously.

11-16-03 Public Hearing – Consider Variance, Encroachment into Required Front Parking Setback, 264 S. Peachtree Parkway, Goddard School Tract

Warrix said the variance request was to encroach into the front parking setback, which was 20 feet in GC General Commercial zoning. The tract was Lot 4 of the Braelinn Office Park. The Planning Commission had included the variance request as a condition in its approval of the conceptual site plan. The request was to have seven to eight spaces in the front parking setback.

Jefferson Brown of Jefferson Browne Architect spoke on behalf of the property owner, Goddard School, saying the plan that was submitted had 28 spaces, but the school had wanted 30. They had worked through several variations to try to get all the spaces in, and had gotten 27 spaces. The school had staged the parking away from the children's drop off. They also did not want drivers from adjacent properties to be able to go through the parking lot. Copies of letters of support from adjacent property owners had been included with the application.

Brown said they had looked at trying to acquire additional property so they could move the building, but a WASA lift station and stormwater structures prevented that. The site was as tight as they could get it.

King opened the public hearing. No one spoke for or against the variance request. The public hearing closed.

Learnard asked how it had come to decimating the 20-foot setback so there would be concrete on concrete. She asked if there was a requirement for a number of parking spaces. She did not like the plan at all. Warrix said based on the size of the building, the ordinances required 29 parking spaces and the request was for 27.

Brown said they were using every bit of property they could. There was a reason similar lots were not being developed. The lots were very difficult. The people who would be impacted by the variance were fine with their request. They were trying to make the building friendly and acceptable, as well as complement the buildings in the office park. They also wanted it to be

transitional between the residential area behind the office park and the commercial area adjacent to the office park. If there was another way to get the spaces they needed, they would have found it. Learnard asked what kind of school Goddard was. Brown said it was a Montessori school, and there would be 35 students.

Learnard said she did not like the variance, and she could not support the request.

Ernst asked what the options were if the request were denied. Warrix said one of the conditions of approval for the concept plan was Council's approval of the variance. They would have to come back with a different proposal. Brown said that Goddard would go away.

Prebor said the purpose of the setback was foliage, asking if there could be some landscaping so the area that would meet the intent of the setback. King said he understood Learnard's point, but felt the current plan would be better than the empty lot that was there. Learnard asked how much buffer would be left. Brown said six feet would be left at the narrowest point, and it would remain 20 feet at the widest point.

Warrix said a landscape plan was required as part of the development review process, if the variance were approved. Learnard asked if there would be more variance requests for this project. Warrix and Brown said they were not aware of anything.

Prebor moved to approve New Agenda item 11-16-03, the variance to encroach into the required front parking setback for 264 S. Peachtree Parkway, Goddard School tract. Ernst seconded. Motion carried 3-1 (Learnard).

11-16-04 Consider Brand Name Purchase of Custom Rescue Engine

Fire Chief Joe O'Connor said a committee of 18 people had spent time researching the firetruck. Their only charge had been to find the best firetruck for the City, and they had come back with the brand name recommendation for a Supthen fire truck. The City was able to utilize a cooperative buying agreement through the Houston-Galveston Area Council's cooperative purchasing program that accepted bids on a national basis. They found a great price for a truck design to meet the City's needs. Public Works personnel that would work on the vehicle were pleased with the construction. The bid price was \$586,650, with a guaranteed delivery 330 – 360 days from receipt of the order. He asked Council to authorize the purchase.

Rorie said the truck had a front line lifespan of 13 – 15 years based on information from end users.

Ernst moved to approve New Agenda item 11-16-04, the purchase of a custom rescue engine. Learnard seconded. Motion carried unanimously.

Council/Staff Topics

Rorie said there were a lot of projects being worked on at a staff level. A workshop would be held December 6 regarding the fiscal outlook for the City, and Finance was working on getting unaudited numbers for that workshop.

Ernst said he had been very impressed with how hard City personnel had been working when he had been out and about in the City recently. He specifically cited Public Works, Police, and Fire. The citizens were getting their money's worth.

Executive Session

Learnard moved to convene in executive session to discuss real estate and personnel at 8:39 p.m. Ernst seconded. Motion carried unanimously.

Learnard moved to reconvene in regular session at 9:07 p.m. Ernst seconded. Motion carried unanimously.

There being no further business to discuss, Ernst moved to adjourn the meeting. Learnard seconded. Motion carried unanimously and the meeting adjourned at 9:08 p.m.

Pamela Dufresne, Deputy City Clerk

Mike King, Mayor Pro-tem

City Council Monthly Report

DEPARTMENT: BUILDING, PLANNING & ZONING

FISCAL YEAR: 2017

SUPERVISOR: Mike Warrix

CREATOR: KATHY GRAY

MONTH:													COMPARISON CHART		
													YTD FY 2017	YTD of FY 2016	YTD of FY 2015
BUILDING DEPARTMENT															
RESIDENTIAL BUILDING PERMITS															
Single Family Units:	6												6	61	22
Single Family C.O.'s	13												13	42	9
Multi Family Units:	0												0	0	0
Multi Family C.O.'s	0												0	0	0
Miscellaneous*:	68												68	946	252
INSPECTIONS:	420												420	3,783	835
NON-RESIDENTIAL BUILDING PERMITS															
New Construction:	1												1	9	4
Non-Residenital C.O.'s	11												11	35	36
Expansion\Renovation\Tenant Finish:	3												3	71	20
Miscellaneous*:	15												15	105	25
INSPECTIONS:	107												107	1,437	331
DEVELOPMENT PERMITS	8												8	30	31
POPULATION ESTIMATE^	34,713												34,713	34,686	34,555
BUILDING PERMIT FEES	\$ 50,805												\$50,805	\$ 722,734	\$ 226,046
PLANNING DEPARTMENT															
Tree Removal Permits:	101												101	1,104	197
Sign Permits:	\$ 800												\$ 800	\$ 6,850	\$ 1,200
Banner/ Special Event Permits:	\$ 145												\$ 145	\$ 2,195	\$ 730
New Construction Plan Reviews:	\$ 2,600												\$ 2,600	\$ 45,176	\$ 4,498
Other Plan Reviews\Permits±:	\$ 1,800												\$ 1,800	\$ 11,365	\$ 9,887
Misc permit fees	\$ 525												\$ 525	\$ 9,721	\$ 339
Fire Department Permit Fees:	\$ 1,511												\$ 1,511	\$ 28,180	\$ 5,640
TOTAL PLAN REVIEW FEES	\$ 7,381												\$ 7,381	\$ 103,487	\$ 22,294
TOTAL FEES COLLECTED	\$58,186												\$58,186	\$ 258,845	\$ 171,381

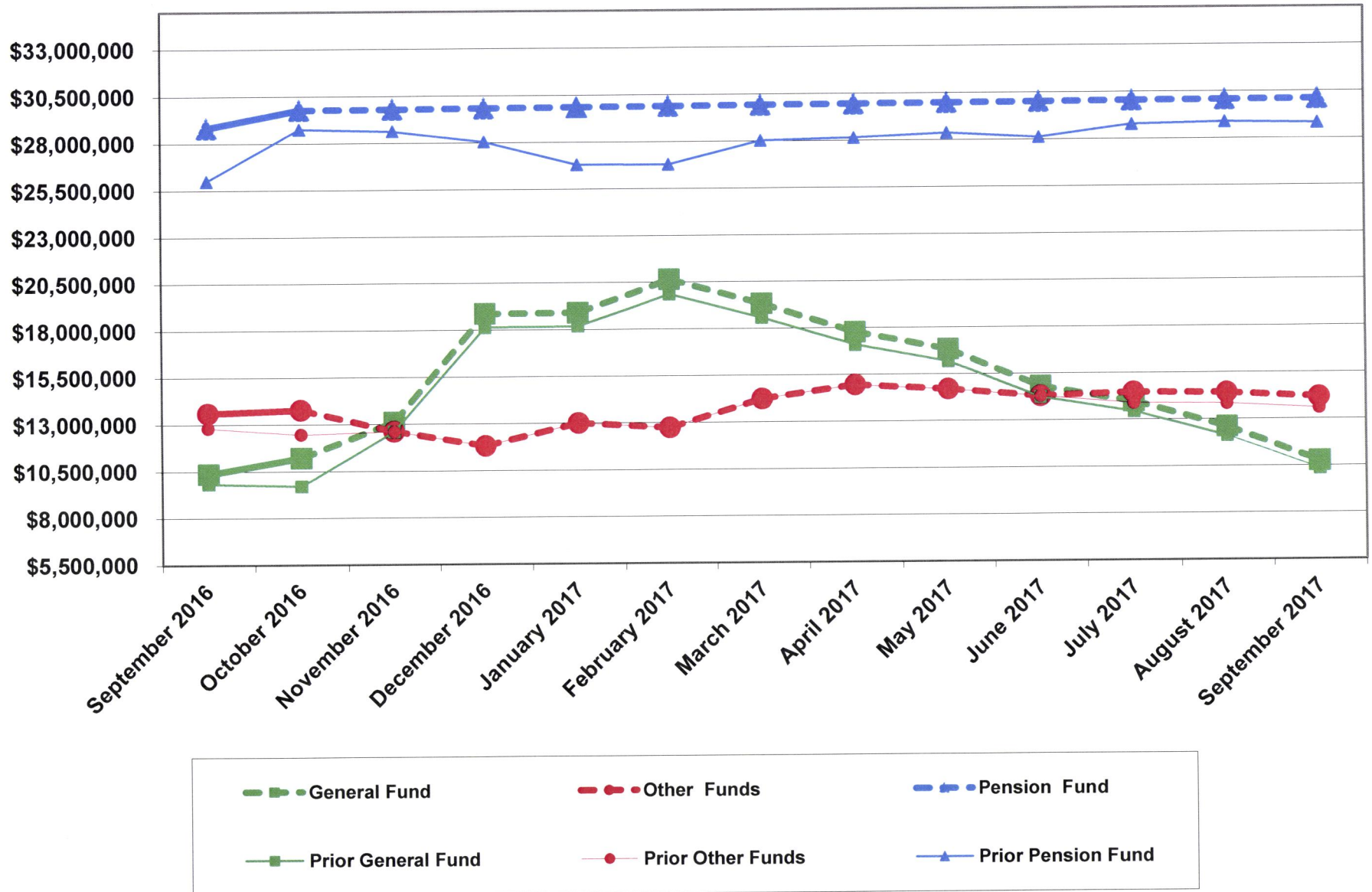
* Miscellaneous permits are Fences, Pools, Additions/Renovations, Reroofings, etc

^ Based on 2.09 people per residential CO

± Other plan reviews: Soil Erosion permits, Land Disturbance Fee, Site Plan & Final Site Plan reviews

<> Due to software conversion figures not available

CITY OF PEACHTREE CITY
FISCAL YEAR 2017 (with prior year comparison and current year estimates)
MONTHLY ENDING CASH/INVESTMENT BALANCES
(UNAUDITED)



CITY OF PEACHTREE CITY
MONTHLY REPORT
GENERAL FUND AND HOTEL/MOTEL TAX FUND
BUDGET COMPARISON (UNAUDITED)
FOR THE ONE MONTH
ENDED OCTOBER 31, 2016

PERCENTAGE OF BUDGET YEAR COMPLETED 8.33% (ACTUAL TRANSACTIONS STILL PENDING)

GENERAL FUND REVENUES BY MAJOR CATEGORIES				
Description	2017 Budget	YTD Actual	Dollar Difference	Percentage To-Date
General Property Taxes	\$ 14,674,838	\$ 784,518	\$ (13,890,320)	5.35%
Franchise Taxes	2,644,990	47,472	(2,597,518)	1.79%
Local Option Sales Tax	6,877,335	575,967	(6,301,368)	8.37%
Other Sales & Use Taxes	852,598	71,128	(781,470)	8.34%
Business Taxes	2,567,604	2,145,783	(421,821)	83.57%
Licenses & Permits	1,115,640	54,564	(1,061,076)	4.89%
Intergovernmental/Grants	450,902	28,500	(422,402)	6.32%
Charges for Services	1,206,346	82,632	(1,123,714)	6.85%
EMS Billings	879,169	58,116	(821,053)	6.61%
Fines & Forfeitures	1,073,706	53,645	(1,020,061)	5.00%
Investment Income	54,876	6,616	(48,260)	12.06%
Other Revenue	170,192	21,649	(148,543)	12.72%
Other Financing Sources	957,557	70,151	(887,406)	7.33%
Total General Fund Revenues	\$ 33,525,753	\$ 4,000,741	\$ (29,525,012)	11.93%
Surplus Carryover	(19,898)			
Total General Fund	\$ 33,505,855			

GENERAL FUND EXPENDITURES BY DIVISION AND/OR TYPE				
Division and/or Type	2017 Budget	YTD Actual	Dollar Difference	Percentage To-Date
Executive Services	\$ 519,752	\$ 34,240	\$ 485,512	6.59%
Administrative Services	2,496,751	160,434	2,336,317	6.43%
Financial Services	1,511,021	105,599	1,405,422	6.99%
Police Services/Code Enforcement	6,644,041	577,110	6,066,931	8.69%
Fire/EMS Services	7,098,072	519,585	6,578,487	7.32%
Public Works/Building Maint./Engineering	6,663,651	228,971	6,434,680	3.44%
Planning & Development	1,183,402	51,496	1,131,906	4.35%
Recreation & Special Events/Ground Maint.	4,231,861	301,080	3,930,781	7.11%
Non-Divisional:				
Unemployment Insurance	20,000	-	20,000	0.00%
Non-Profit Organizations	25,000	25,000	-	100.00%
Transfer to Airport Authority	91,800	7,650	84,150	8.33%
Transfers to Other Funds	3,200,946	-	3,200,946	0.00%
Liability Insurance	116,566	67,166	49,400	57.62%
Litigation Services	234,090	-	234,090	0.00%
General Administration/Miscellaneous	75,200	-	75,200	0.00%
	3,763,602	99,816	3,663,786	
Budgeted Savings	(606,298)	-	(606,298)	0.00%
Total General Fund	\$ 33,505,855	\$ 2,078,331	\$ 27,496,743	6.20%

HOTEL/MOTEL FUND REVENUES				
Description	2017 Budget	YTD Actual	Dollar Difference	Percentage To-Date
Total Hotel/Motel Taxes	\$ 1,755,658	\$ 140,302	\$ (1,615,356)	7.99%

HOTEL/MOTEL TRANSFERS OUT				
Type	2017 Budget	YTD Actual	Dollar Difference	Percentage To-Date
Transfer to General Fund	\$ 768,100	\$ 70,151	\$ 697,949	9.13%
Transfer to Tourism Association	932,558	70,151	862,407	7.52%
Transfer to Amphitheater Fund	55,000			
Total Hotel/Motel Transfers Out	\$ 1,755,658	\$ 140,302	\$ 1,560,356	7.99%

**CITY OF PEACHTREE CITY
FINANCIAL SERVICES
MONTHLY REPORT
(UNAUDITED)
AS OF OCTOBER 31, 2016**

SUMMARY OF PURCHASE ORDERS ISSUED OVER \$10,000 APPROVED BY CITY MANAGER SEPTEMBER 2017			
Description	Vendor	Award	Date
Installation of Cisco Wireless Controller	CPAK	\$ 14,000.00	10/24/2016
Cisco 5520 Wireless Controller	CPAK	19,759.35	10/24/2016
APX 8500 Mobile Radios	Motorola Soutions	21,851.00	10/31/2016
APX Replacement Radios	Motorola Soutions	23,606.60	10/31/2016
2017 F150 XLT P/U Truck	Allan Vigil Ford	26,150.28	10/31/2016
3 Badboy Mowers	Wade Tractor & Equipment	31,160.64	10/14/2016
2017 F250 XL P/U Truck	Allan Vigil Ford	32,114.50	10/31/2016
2017 Ford 250 P/U Truck	Allan Vigil Ford	32,416.00	10/31/2016
PURCHASING REPORT FOR MONTH ENDED SEPTEMBER 30, 2017 AND September 30, 2016			
Activity	Fiscal Year 2017	Fiscal Year 2016	
Purchase Orders / Requisitions Processed	381	388	
Sealed Bids Requested	0	0	
Requests for Proposals	0	5	
Bids Awarded	3	3	
Requests for Proposals Awarded	0	1	
Contracts Prepared	0	0	
Electronic Auction	0	1	
Fixed Assets Purchases	7	50	
Cisco 5520 Wireless Controller			
2017 F150 XLT P/U Truck			
3 Badboy Mowers			
2017 F250 XL P/U Truck			
2017 Ford 250 P/U Truck			

CITY OF PEACHTREE CITY
DONATIONS RECEIVED
OCTOBER 2016

None to Report

TOTAL MONTH OF OCTOBER 2016

\$ -

**CITY OF PEACHTREE CITY
LITIGATION SERVICES
FISCAL YEAR 2017
PAID AS OF October, 2016**

Litigation Services (100-1505-579130)

<u>Vendor</u>	<u>Month Paid</u>	<u>Project</u>	<u>Amount</u>
SUMNER/MEEKER	October	High Sierra	\$ 480.00
SUMNER/MEEKER	October	EEOC Claim	1,622.52
SUMNER/MEEKER	October	PTC Holdings	420.00
			\$ 2,522.52
(Less amount charged back to FY16)			(2,522.52)

Total Litigation Services to Date	\$ -
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October FY2016 Litigation Expenses (100-1505-579130)	\$ -
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Legal Fees: Lake Peachtree Dam

Total Lake Peachtree Dam Legal Fees	\$ -
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PEACHTREE CITY POLICE DEPARTMENT
2016 MONTHLY REPORT

2016 2015
 Calendar Year to Date Calendar Year to Date

October 2016 September 2016

<u>TOTAL PART I CRIMES</u>	43	44	457	467
CRIMINAL HOMICIDE	0	0	1	0
FORCIBLE RAPE	1	1	5	2
ROBBERY	2	0	5	5
AGGRAVATED ASSAULT	0	1	9	9
ARSON	0	0	0	0
MOTOR VEHICLE THEFT	4	1	34	38
LARCENY - THEFT (SHOPLIFTING, ENTERING AUTOS, ETC)	34	38	364	385
BURGLARY	2	3	39	28

<u>DUI ARRESTS</u>	12	12	128	134
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DRUG ARRESTS: Marijuana, Methamphetamine, Cocaine, Other

TOTAL DRUG ARRESTS	12	12	111	91
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OTHER ARRESTS

PROPERTY CRIMES	11	12	129	101
PERSON CRIMES	3	6	59	50
TRAFFIC OFFENSES	24	21	223	218
OTHER	22	19	222	209

<u>CALLS FOR SERVICE</u>	4,476	4,310	40,951	43,046
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TRAFFIC

CITATIONS ISSUED	715	777	7,469	8,385
CITY ORDINANCES	45	48	390	314
WARNINGS	685	665	5,337	7,120
ROADWAY CRASHES	85	64	736	676

RECREATION & SPECIAL EVENTS REVENUE

AS OF October 31, 2016

WITH COMPARISONS TO AUGUST FY2013, FY2014 & FY2015

Percent of budget year completed to date: 8.30%

	ACTUAL THRU September			ORIGINAL BUDGET FY 2017	BUD ADJ.	CURRENT BUDGET FY 2017	ACTUAL THRU	%
	FY 2014	FY 2015	FY 2016				September FY 2017	
RECREATION REVENUE								
County Operating Grant	114,000	114,000	114,000	114,000		114,000	28,500	25.00%
Events	7,213	6,722	6,271	7,500		7,500	127	1.69%
Program Fees - Recreation	179,271	182,273	159,264	186,085	-	186,085	1,647	0.89%
Program Fees - Kedron	201,951	214,041	256,068	230,855		230,855	5,425	2.35%
Program Fees - Kedron Open Gym	14,622	21,965	21,958	21,811	-	21,811	1,906	8.74%
Program Fees- Athletic Tournaments	2,695	18,905	14,260	5,740		5,740	800	13.94%
Facility Maintenance Rec.- Athletic Assoc.	89,110	130,513	101,435	120,500	-	120,500	44,071	36.57%
Facility Maintenance Ked- Athletic Assoc.	11,905	1,136	19,321	\$7,500	-	7,500	64	0.85%
Facility Rental- Tennis Center	20,000	22,000	24,000	24,000		24,000	-	0.00%
Facility Rental - Recreation	30,122	5,573	18,228	10,500	-	10,500	300	2.86%
Facility Rental - Kedron	19,621	24,751	34,767	37,464	-	37,464	1,990	5.31%
Program Fees - Pool Fees/Passes	91,093	87,521	104,337	93,837	-	93,837	2,804	2.99%
Program Fees - Kedron Swim Teams	52,054	49,596	44,519	50,536	-	50,536	-	0.00%
Program Fees - Kedron Swim Lessons	6,705	12,893	7,592	14,020	-	14,020	-	0.00%
Program Fees - Rec Pool Revenue	7,040	5,489	15,342	5,600		5,600	-	0.00%
	\$ 847,402	\$ 897,378	\$ 941,362	\$ 929,948	\$ -	\$ 929,948	\$ 87,634	9.42%

Recreation Programming- Nike basketball held a fall break camp October 10. Basketball referee training was held on 4 dates in Oct. 62 PTC basketball coaches were certified through NAYS Oct. 20 and 22.
Special Events- Oct. 1 Alzheimers Walk - Attendance 1200, Oct. 7 Run for Domestic Violence- Attendance 100, Oct. 8. Breast Cancer 1-day Walk - Attendance 400, Oct. 15 PTC Classic - Attendance 2200, Oct 22 Doggie Dash - Attendance 30, Oct. 29 Great Chili Challenge - Attendance 700
Tournaments Notes- Peachtree City Baseball held a tournament October 15-16 at the PAC. The semi annual judo tournament was held Oct. 8 at Kedron.

2016 PEACHTREE CITY AIRPORT AUTHORITY ATTENDANCE RECORD

November 10, 2016

Report Date: Month Year

Name & Date of Appointment	# of Meetings Member Eligible to Attend	# Meetings Attended	# Meetings Absent	Meeting Dates Absent	Percentage Attendance
Bryan LaBrecque <i>1/1/2014 - 12/31/2018</i>	8	7	1	March 10, 2016	88%
Bill Flynn, Vice-Chairman/ Secretary / Treasurer <i>1/1/2012 - 12/31/2016</i>	8	6	2	April 14, 2016 September 8, 2016	75%
Skip Barnette <i>1/1/2013 - 12/31/2017</i>	8	5	3	May 12, 2016 August 11, 2016 September 8, 2016	63%
Tom Fulton <i>1/1/2015 - 12/31/2019</i>	8	7	1	April 14, 2016	88%
Michael Mitchell <i>1/1/2016 - 12/31/2020</i>	8	6	2	May 12, 2016 November 10, 2016	75%
Gregory Garmon <i>1/1/2016 - 12/31/2016</i>	8	4	4	April 14, 2016 June 9, 2016 August 11, 2016 November 10, 2016	50%

PC WATER AND SEWERAGE AUTHORITY ATTENDANCE RECORD

Five (5) Year Term

Term of Appointment

October 3, 2016

Report Date: Month Day Year

Name & Term Length (start/end)	Meetings Held Past 12 Months	# of Meetings Member Eligible to Attend	# Meetings Attended	# Meetings Absent	Meeting Dates Absent	Percentage Attendance
Bill Holland Chairman <i>01/16/14 - 12/31/17</i>	13	13	13	0		100%
Phil Mahler Vice-Chairman <i>12/18/14 - 12/31/19</i>	13	13	13	0		100%
John Dufresne Secretary/Treasurer <i>02/04/16 - 12/31/20</i>	13	13	12	1	11/02/2015	92%
Wes Saunders <i>09/18/14 - 12/31/16</i>	13	13	12	1	02/18/2016	92%
Frank Ward <i>08/04/16 - 12/31/18</i>	13	2	2	0		100%

PLANNING COMMISSION ATTENDANCE RECORD

3-Year Term

Term of Appointment

October 2016

Report Date: Month Year

Name & Term Length (start/end)	Meetings Held Past 12 Months	# of Meetings Member Eligible to Attend	# Meetings Attended	# Meetings Absent	Meeting Dates Absent	Percentage Attendance
Jack Bernard <i>10/01/15 - 09/30/18</i>	13	13	11	2	4/11/2016 6/13/2016	85%
Lisa Curtis <i>10/06/16 - 09/30/19</i>	13	1	1	0		100%
Aaron Daily Vice Chairman <i>10/1/14 - 09/30/17</i>	13	13	13	0		100%
Frank Destadio Chairman <i>04/21/11 - 09/30/18</i>	13	13	10	3	1/25/2016 4/11/2016 6/13/2016	77%
JT Rabun <i>10/06/16 - 09/30/19</i>	13	1	0	1	10/10/2016	0%
Stacy Holcomb Alternate <i>10/06/16 - 09/30/17</i>	13	1	1	0		100%

PEACHTREE CITY CONVENTION & VISITORS BUREAU ATTENDANCE RECORD

2 Year Term (unless specified below)

October-16

Term of Appointment

Report Date: Month Year

Name & Term Length (start/end)	Meetings Held Past 12 Months	# of Meetings Member Eligible to Attend	# Meetings Attended	# Meetings Absent	Meeting Dates Absent	Percentage Attendance
Eric Snell, Recreation and Special Events Advisory Board Rep. 01/01/15 - 12/31/16	11	11	10	1	3/23/2016	91%
Jonathan Fralick Recreation Venue 1/1/2015 - 12/13/16	11	11	10	1	10/19/2016	91%
Mike King City Council 01/01/15-12/31/15	11	11	11	0		100%
Hope Macaluso, Secretary/Treasurer Airport Authority 01/01/14-12/31/15	11	11	10	1	2/17/2016	91%
Vendo Toming, Business Owner 02/06/15 - 12/31/16	11	11	9	2	3/23/2016, 9/21/2016	82%
Mike Regli Hotel/Motel 01/01/15-12/31/16	11	11	11	0		100%
Scott Porter Business Owner 02/17/16 - 12/31/16	11	9	6	3	03/23/2016, 05/18/2016, 06/15/2016	67%
Rick Adlington Hotel/Motel Alternative 02/17/16 - 12/31/16	11	9	8	1	10/19/2016	89%

CITY OF PEACHTREE CITY

INTEROFFICE MEMORANDUM

TO: Mayor and Council Members

VIA: Jonathan N. Rorie, City Manager *JNR*
Paul J. Salvatore, Financial Services Director *P.S.*
Angela R. Egan, Purchasing Agent *ARE*

FROM: David McDaniel, Buildings Manager *DM*

DATE: October 27, 2016

SUBJECT: Extension of Mechanical Services Agreement
November 17, 2016, City Council Meeting

Recommendation:

Staff recommends that the City extend the mechanical services agreement to Shumate Mechanical for fiscal years 2017 and 2018 for \$144,576.00. This price represents no increase from the current calendar year. In addition, staff recommends the option of awarding Shumate all City projects on a brand-name basis, during the years Shumate holds the mechanical services agreement with the City.

Discussion:

Shumate Mechanical was originally awarded the HVAC maintenance contract by Council in 2009 and again in 2012. Since awarding this contract, the City has received excellent service from Shumate to include preventative, routine, and on-call services. Shumate also fulfills the City requirement to be a Certified Trane installer, and remains one of only three vendors in the state to continue to hold this status. In addition Shumate has a good knowledge of the history of all city facilities and equipment.

Therefore it is staff's recommendation that we continue to use Shumate Mechanical based on past experience and the fact that they were the most qualified vendor of the two proposals received four years ago and that the price recommended above reflects no increase from this current year.

Budget Impact:

Should council award this contract to Shumate, funds are available in the FY 2017 budget for the annual contract.

CITY OF PEACHTREE CITY

INTEROFFICE MEMORANDUM

MEMO TO: Mayor and City Council

VIA: Jonathan Rorie, City Manager 

FROM: Paul J. Salvatore, Financial Services Director P.S.
Kelly Bush, Assistant Finance Director K.B.

DATE: November 10, 2016

SUBJECT: Budget Amendments – Fiscal Year 2016
November 17, 2016 City Council Consent Agenda

Recommendation:

It is Staff's recommendation that City Council approve the attached budget amendments to amend the 2016 budget resolution.

Discussion:

Attached please find a budget amendment for fiscal year 2016 submitted for your approval. This budget amendment is housekeeping in nature and is necessary to prepare for the annual audit and to issue financial statements for the fiscal year ended September 30, 2016.

Budget Impact:

The proposed budget amendments reallocate expense budgets between departments in the General Fund and increase the Revenue and Expense budgets in the Hotel Motel Fund by \$37,044 and in the Keep Peachtree Beautiful Fund by \$2,500.

If you have any questions, please do not hesitate to contact either Paul Salvatore or Kelly Bush.

Thank you for your attention to this matter.

Attachments

kbb/BUDGET AMENDMENTS FY16 – End of Year Processes

CITY OF PEACHTREE CITY

BUDGET AMENDMENT

16-xxx

09/30/2016

[illegible]

Explanation:
To amend 2016 budget for General Fund at fiscal year end (housekeeping).

CITY OF PEACHTREE CITY

BUDGET AMENDMENT

NUMBER 16-xxx

DATE 09/30/2016

ACCOUNT	PROJECT	DESCRIPTION	INCREASE	DECREASE
275-0000-314100	xxx	Hotel/Motel Tax	37,044	
275-1505-572016	xxx	Payment to CVB	18,522	
275-1505-611100	xxx	Operating Transfer to Gen. Fund	18,522	
265-0000-311790		Franchise Tax - Waste Haulers	2,500	
265-6190-572001		Payment to KPTCB	2,500	

To amend 2016
budget for Hotel/Motel Fund and KPYCB Fund to actual at fiscal year end (housekeeping).

ENTERED

APPROVED

CITY OF PEACHTREE CITY

INTEROFFICE MEMORANDUM

MEMO TO: Mayor and City Council

VIA: Jon Rorie, City Manager 

FROM: Paul J. Salvatore, Financial Services Director 
Kelly Bush, Assistant Finance Director 

DATE: November 10, 2016

SUBJECT: Budget Amendments – Fiscal Year 2017
November 17, 2016 City Council Consent Agenda

Recommendation:

It is Staff's recommendation that City Council approve the attached budget amendments to amend the 2017 budget resolution.

Discussion:

Attached please find budget amendments 17-002 and 17-003 for fiscal year 2017 submitted for your approval. Budget amendments 17-002 is housekeeping in nature and reflects the September 30, 2016 balance in each of these Special Revenue Funds brought forward to fiscal year 2017. This is done annually in lieu of trying to project the Special Revenue Funds budget balances during the budget process. Budget amendment 17-003 requests the carryover of 2016 funds for 1) Recreation – TPD funds budgeted in fiscal year 2016 for scoreboards that were built to order but not received until after September 30, 2016; 2) City Clerk – Technical Services for golf cart registration software budgeted in last part of fiscal year 2016 but not complete until October; 3) Information Technology – Education and Training for multi-year training which will not complete until fiscal year 2017; 4) Planning and Development – Professional Services for Impact Fee Methodology consultant contract for services which are still ongoing; and 5) Public Works – Street Resurfacing funds for the Blount Construction contract which was budgeted in fiscal year 2016 but will not be complete until fiscal year 2017.

Budget Impact:

The proposed budget amendments impact the General Fund and several Special Revenue Fund budgets. A separate reconciliation is provided for the net effect on each fund.

If you have any questions, please do not hesitate to contact either Paul Salvatore or Kelly Bush.

Thank you for your attention to this matter.

Attachments

CITY OF PEACHTREE CITY

BUDGET AMENDMENTS - FISCAL YEAR 2017

November 17, 2016

General Fund	Increase both revenues and expenditures by \$1,207,712
Neighborhood Parks Fund	Increase both revenues and expenditures by \$8327
DARE Program Fund	Increase both revenues and expenditures by \$1,997
State Seizures Fund	Increase both revenues and expenditures by \$67,961
HAZMAT Fund	Increase both revenues and expenditures by \$315
PD Tuition Fund	Increase both revenues and expenditures by \$4296
Youth Council Fund	Increase both revenues and expenditures by \$502
Public Safety Grant Fund	Increase both revenues and expenditures by \$3,038
CERT Grant/Donation Fund	Increase both revenues and expenditures by \$1,520
Police Donation Fund	Increase both revenues and expenditures by \$3,587
Explorer Troop Fund	Increase both revenues and expenditures by \$1,253
Federal Seizures Fund	Increase both revenues and expenditures by \$34,170

CITY OF PEACHTREE CITY

BUDGET AMENDMENT

NUMBER 17-03

DATE 10/1/2017

[illegible]

To carryover funds from fiscal year 2016 that were budgeted and goods or services ordered by 9/30/2016 but due to unforeseen circumstances, these goods and services could not be delivered by 9/30/2016. These funds are for scoreboards, training certification, golf cart registration software, impact fee methodology consultant, and street resurfacing

Entered

Approved _____

CITY OF PEACHTREE CITY

BUDGET AMENDMENT

NUMBER 17-002

DATE 10/1/2016

ACCOUNT	PROJECT	DESCRIPTION	INCREASE	DECREASE
200-1310-521200		Operating Supplies - Neighborhood Parks	7,439	
200-6220-531175		Operating Supplies - Neighborhood Parks	6	
200-6510-531180		Computer supplies - Library	882	
200-0000-389025		Surplus Carryover - Neighborhood Parks	8,327	
202-3210-531175		Operating Supplies - DARE	1,997	
202-0000-389025		Surplus Carryover - DARE	1,997	
203-3210-531175		Operating Supplies - State Seizures	67,961	
203-0000-389025		Surplus Carryover - State Seizures	67,961	
204-3510-531175		Operating Supplies - HAZMAT	315	
204-0000-389025		Surplus Carryover - HAZMAT	315	
206-3210-512500		Tuition Reimbursement - PD Tuition Fund	4,296	
206-0000-389025		Surplus Carryover - PD Tuition Fund	4,296	
207-6110-531175		Operating Supplies - Youth Council	502	
207-0000-389025		Surplus Carryover - Youth Council	502	
208-3210-531175		Operating Supplies - Public Safety Grants	3,038	
208-0000-389025		Surplus Carryover - Public Safety Grants	3,038	
209-3210-531175		Operating Supplies - CERT	1,520	
209-0000-389025		Surplus Carryover - CERT	1,520	
210-3210-531175		Operating Supplies - PD Donations	3,587	
210-0000-389025		Surplus Carryover - PD Donations	3,587	
211-3210-523700		Education & Training - Explorer Fund	1,253	
211-0000-389025		Surplus Carryover - Explorer Fund	1,253	
212-3210-531175		Operating Supplies - Federal Seizures	34,170	
212-0000-389025		Surplus Carryover - Federal Seizures	34,170	

To establish 2017 budget for unbudgeted Special Revenue Funds based on 9/30/2016 fund balances.

Entered

Approved

CITY OF PEACHTREE CITY

INTRAOFFICE MEMORANDUM

TO: Mayor and Members of Council

VIA: Jon Rorie, City Manager *JR*
Paul Salvatore, Financial Services Director *P.S.*
Kelly Bush, Assistant Financial Services Director *KB*

FROM: Angela Egan, Purchasing Agent *AE*

DATE: November 4, 2016

SUBJECT: Request to Surplus used phones
Council Meeting: November 17, 2016

Recommendation.

Staff recommends Council declare surplus 182 Shoretel phones.

Discussion.

The City recently purchased refurbished phones compatible with the newly upgraded high-speed fiber network.

These items are expected to be auctioned on Govdeals.com November 25 – December 2.

Budget Impact.

Any proceeds from the sale of this equipment will go toward the \$25,000 budgeted for the sale of fixed assets in the general fund.

CITY OF PEACHTREE CITY

INTEROFFICE MEMORANDUM

TO: Mayor and City Council

VIA: Jonathan N. Rorie, City Manager 
Paul Salvatore, Financial Services Director 

FROM: Ellece Brown, Director, HR & Risk Management 

DATE: November 1, 2016

SUBJECT: Renewal of Insurance Brokerage Services
November 17, 2016, City Council Meeting

Recommendation

That Council approve the Brokerage Service Agreement with McGriff, Seibels, & Williams of Georgia, Inc., for calendar year 2017 for the amount not to exceed \$47,500.

Discussion

McGriff, Seibels, & Williams of Georgia, Inc., has proven to be a tremendous asset to the City in monitoring and evaluating the various insurance and wellness benefits that we offer to our employees. The professional services that McGriff, Seibels, & Williams of Georgia, Inc., have offered to the City include:

- Thorough monthly analysis reports provided by McGriff enable staff to track our actual vs. budgeted expenses to consider mid-course corrections if appropriate;
- The semi-annual and annual plan reviews that McGriff present to staff and the level of detail and expertise that they provide to discover behind-the-scenes strategies to assist in keeping the cost of health care and benefits at an affordable level in this economy are extremely comprehensive and full of insight.
- The annual negotiations with the insurance providers have resulted in below-market increases to the City. In addition, when we needed to change health insurance providers this year, McGriff sought out proven providers who offered superior plans and outstanding customer service. Our decision to change from UHC to Cigna resulted in a savings of \$223,194 in the first year alone.
- The information, knowledge, and expertise that the McGriff staff provides regarding changes to legislation that impact health care and benefits (e.g. Affordable Care Act) are very comprehensive and timely.
- The level of customer service that McGriff offers is outstanding, not only to HR and Financial Services staff, but also to employees directly when a claim has to be taken to their level for resolution. The McGriff staff is truly an advocate for the City of Peachtree City.

Staff believes that McGriff is a proven partner in Peachtree City's professional services line-up. Therefore, staff is requesting that the previous agreement be extended for one (1) additional year. (See attached 2017 Brokerage Service Agreement.) The continuity provided by this extension during this challenging time of changing legislation and the requirements of the Affordable Care Act will be very prudent. McGriff has agreed to lock in their annual fees at the same rate of \$47,500. FYI, McGriff has maintained their annual fees at the same rate since our partnership began with them in 2008. They have been a true partner with Peachtree City during this challenging economy.

Budget Impact

There will be no additional budget impact from this renewal.

Brokerage Service Agreement

THIS BROKERAGE SERVICE AGREEMENT (this "Agreement") is between **MCGRIFF, SEIBELS & WILLIAMS** ("MSW") and **THE CITY OF PEACHTREE CITY, GEORGIA** (the "Client").

The Client and MSW agree as follows:

1. MSW will solicit, negotiate and service insurance policies for the Client for the coverages described on Exhibit A hereto (Insurance Placement) and provide the employee benefit management services described on Exhibit B hereto (Employee Benefit Management Services).
2. The Client will provide MSW with all information necessary to enable MSW to provide Insurance Placement and Employee Benefit Management Services.
3. Remuneration:
 - A. The Client will pay MSW a fee in the amount of **\$47,500** (the "Fee") for Insurance Placement and Employee Benefit Management Services.
 - B. The Fee will be payable upon receipt of an invoice by the Client.
 - C. If MSW receives commission (including Tier II commissions) from one or more insurance companies and/or intermediaries for the placement of insurance policies for the coverages described on Exhibit A (a "Commission"), the Fee will be reduced by the amount of such Commission. Final adjustments to the Fee amount will be made by MSW after the determination and receipt by MSW of all Commissions, net of any adjustments pursuant to any audit, endorsement, accounting reconciliation or other applicable business process.
 - D. The Client acknowledges that:
 - i. receipt of such Commission constitutes remuneration of MSW for placement of the applicable insurance policies;
 - ii. the remaining Fee does not include remuneration of MSW for placement of the insurance policies for which MSW receives Commission; and
 - iii. the remaining Fee is separate from and in addition to any such Commission.

- E. With respect to Insurance Placements and/or Employee Benefit Management Services undertaken on behalf of the Client that are not contemplated by this Agreement, MSW may be compensated pursuant to a separate Broker Service Agreement or by the insurance companies and/or intermediaries utilized in such Insurance Placements. MSW will make information regarding such Agreements and compensation available to the Client upon request.
4. With respect to any insurance placement or employee benefit management services for which MSW's compensation is fee-based in whole or part, MSW will not execute or accept any monetary compensation pursuant to any (1) market service agreement, (2) placement service agreement, or (3) agreement providing for any bonus, override or contingency that would be received from any type of intermediary or insurance company. Further, MSW will instruct all insurance companies to exclude insurance policies from any contingency agreements, bonuses and overrides if MSW receives a fee for placement of such policies. This does not preclude MSW from accepting non-monetary awards, including trips and other prizes, which MSW believes are important for professional and business development.
 5. MSW reserves the right to engage business partners and service providers owned by, or under the control of, MSW or BB&T Corporation in connection with the execution of Brokerage Services Agreements. Use of these business partners and service providers including but not limited to CRC Insurance Services, Inc.; American Coastal Insurance Company; AmRisc, LP; Prime Rate Premium Finance Corporation or affiliates; or BB&T Assurance Company, Ltd., could result in the accrual of additional income to BB&T Corporation.
 6. This Agreement and the respective rights and obligations of the parties hereto shall be construed in accordance with and governed by the laws of the state of Georgia.
 7. This Agreement commences on January 1, 2017 and ends on December 31, 2017 unless terminated prior to that date by either party hereto on 60 days' notice to the other party.

IN WITNESS WHEREOF, the Client and MSW have executed this Agreement.

McGriff, Seibels & Williams

City of Peachtree City, Georgia

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____



EXHIBIT A

The Client has requested Insurance Placement for the following lines of coverage.

Medical Coverage

Stop Loss Coverage

Pharmacy Benefit Management Coverage

Dental Coverage

Life Coverage

Accidental Death & Dismemberment Coverage

Short Term Disability

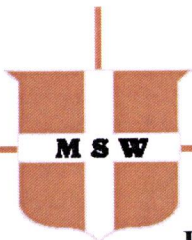
Long Term Disability

Vision Coverage

EXHIBIT B

MSW will provide the following Employee Benefit Management Services for the Client:

- A. Strategic Benefit Planning.** Provide assistance in developing overall plan benchmarks and targets to ensure that the plan meets the objectives of Client and its employees.
- B. Benefit Design.** Help to ensure that benefit designs are consistent with the strategic benchmarks and targets set forth in the strategic benefit planning process.
- C. Administration.** Identify core administrative services, assess vendor performance, and manage vendor relationships to provide appropriate program administration.
- D. Funding.** Provide counsel regarding program funding alternatives, including reviewing fee proposals and recommending budget rates, employee contribution rates, and COBRA rates.
- E. Vendor Selection.** Upon client request, MSW will prepare Request(s) for Proposal (RFP), analyze RFP's and prepare a summary report outlining responses. Vendors include, but are not limited to:
 - Voluntary Worksite Programs
 - Wellness and Disease Management Programs
 - Third Party Claims Administration
 - Utilization Review Programs
 - IRS Code Selection 125 Programs
 - Preferred Provider Network Plans
 - Online Enrollment Services
 - Communication Services
 - Health Savings Account Services
- F. Communication.** Assist in drafting employee communications regarding benefit program performance and changes, and assist in the review of plan documents and insurance certificates during the planning and enrollment process.
- G. Compliance Tools & Legislative Information.** Provide informational materials on legislative developments impacting Employee Benefit Management plans, including access to online reference tools on topics such as FMLA, COBRA, HIPAA, HIPAA Privacy, the Affordable Care Act and Section 125.



- H. Meetings with Client and Vendors.** Services will include attendance at and facilitation of the following meetings with Client and vendors to facilitate program management including day-to-day operations and planning program changes:
- Meet with Client semi-annually, or upon Client's request, to discuss review of the program, state of the marketplace, progress made toward strategic plan, and developments within Client organization.
 - Meet with Client annually to review the stewardship report for the preceding year, create a stewardship report outlining the goals and objectives for the upcoming year, and agree upon MSW's fees for the next twelve month period.
- I. Stewardship Report.** Will develop and implement a detailed account stewardship plan, which should include, but not be limited to, the following:
- Specific quantifiable and measurable goals and objectives relating to Client's programs; and
 - Detailed work plans which lay out the account management plan, work schedules, areas of concentration, timing, and information requirements.
- J. Data Analysis.** Provide Client with summary comparisons and work with Client and TPA to secure additional reports as needed for claims analysis.

CITY OF PEACHTREE CITY

INTEROFFICE MEMORANDUM

TO: Mayor and City Council

VIA: Jonathan N. Rorie, City Manager 
Paul Salvatore, Finance Director 

FROM: Ellece Brown, Director, HR & Risk Management 

DATE: November 8, 2016

SUBJECT: Consider Reclassification of the Facilities Coordinator in the Recreation & Special Events Division
11/17/16, City Council Meeting

Recommendation

That Council approve reclassifying the Facilities Coordinator position in the Recreation & Special Events Division from a Salary Grade 16 to a Salary Grade 17 effective Monday, November 21, 2016.

Discussion

For efficiency purposes and span of control limitations, staff determined that we need to add supervisory responsibilities to the Facilities Coordinator position in the Recreation & Special Events Division. With these added responsibilities, the current Facilities Coordinator will begin to supervise a crew of employees that will focus on the maintenance of City recreational facilities and parks, as well as special projects as assigned.

The revised job description (see attached) has been evaluated by Human Resources according to the Factor Evaluation System as established by our compensation plan. It is recommended that the position be moved from Salary Grade 16 to Salary Grade 17.

Budget Impact

The annual budget impact for reclassifying this position will be no greater than \$4835.00. The additional cost can be absorbed through other personnel changes throughout FY2017.



Facilities Coordinator
Recreation and Special Events

REC/3
Reports To: Recreation Administrator

Salary Grade: 17
Job Code: REC/3

FLSA Status: Non-Exempt
Date: 11/7/2016

JOB SUMMARY

This position is responsible for supervising the maintenance of City recreational facilities and parks, as well as completing special projects as assigned.

ESSENTIAL FUNCTIONS

- Plans, implements, and administers maintenance activities for the City's recreational facilities and parks; troubleshoots maintenance problems.
- Performs inspections and identifies needed maintenance and repair work; makes work assignments; establishes priorities; and develops preventive maintenance schedule.
- Supervises, directs, evaluates, and disciplines a crew of personnel; ensures compliance with City policies and procedures; and ensures the availability of parts and materials.
- Schedules and oversees the work of contractors; serves as project manager; ensures work adheres to policies, quality standards, and safety practices; and approves final work product.
- Conducts staff meetings and coordinates employee training activities.
- Maintains equipment inventory; monitors equipment for necessary maintenance and repairs; and orders equipment and supplies.
- Works with department staff to identify special maintenance needs and to prepare for special events.
- Participates in the design of new park facilities and ensures all facilities meet City guidelines and codes.
- Performs and/or oversees in-house construction on park buildings and contracted labor projects.
- Maintains knowledge of City ordinances and building codes.
- Completes special projects as assigned.

- Operates a variety of tools and equipment.
- Prepares purchase orders.
- Develops scale drawings, materials lists, and cost estimates for projects.
- Assists in labor ratio and material cost estimates on special bid specifications for City building projects.
- Develops weekly cost and materials lists for projects.
- Assists in the development of the annual budget; makes budget recommendations; and manages approved funds.
- Completes a variety of regular and special reports; maintains files and records.
- Performs related duties.

KNOWLEDGE REQUIRED BY THE POSITION

- Knowledge of facility construction, maintenance, and repair principles.
- Knowledge of supervisory principles and practices.
- Knowledge of computers and job-related software programs.
- Skill in management and supervision.
- Skill in planning.
- Skill in the operation of a variety of construction equipment.
- Skill in developing construction plans and drawings.
- Skill in problem solving.
- Skill in interpersonal relations.
- Skill in oral and written communication.

SUPERVISORY CONTROLS

The Recreation Administrator assigns work in terms of general instructions. The supervisor spot-checks completed work for compliance with procedures, accuracy, and the nature and propriety of the final results.

GUIDELINES

Guidelines include building codes and City and department policies and procedures. These guidelines require judgment, selection, and interpretation in application.

COMPLEXITY/SCOPE OF WORK

- The work consists of varied management and technical maintenance duties. The variety of tasks to be performed contributes to the complexity of the work.
- The purpose of this position is to manage the maintenance of City facilities and parks. Successful performance in this position contributes to the efficient and effective delivery of leisure services to area residents.

CONTACTS

- Contacts are typically with coworkers, other City personnel, volunteers, elected and appointed officials, community leaders, contractors, vendors, and the general public.
- Contacts are typically to give or exchange information, resolve problems, provide services, and motivate persons.

PHYSICAL DEMANDS/ WORK ENVIRONMENT

- The work is typically performed while sitting at a desk or table or while intermittently sitting, standing, stooping, bending, crouching or walking. The employee frequently lifts light and heavy objects, climbs ladders, uses tools or equipment requiring a high degree of dexterity, distinguishes between shades of color, and utilizes the sense of smell.
- The work is typically performed in an office or outdoors, occasionally in cold or inclement weather. The employee is exposed to noise, dust, dirt, grease, machinery with moving parts and irritating chemicals. Work requires the use of protective devices such as masks, goggles, gloves, etc.

SUPERVISORY AND MANAGEMENT RESPONSIBILITY

This position has direct supervision over assigned personnel.

MINIMUM QUALIFICATIONS

- Knowledge and level of competency commonly associated with completion of specialized training in the field of work, in addition to basic skills typically associated with a high school education.
- Experience sufficient to thoroughly understand the work of subordinate positions to be able to answer questions and resolve problems, usually associated with one to three years experience or service.
- Possession of or ability to readily obtain a valid driver's license issued by the State of Georgia for the type of vehicle or equipment operated.

The qualifications listed above represent the credentials necessary to perform the essential functions of this position. To be successful in this position, an individual must be able to perform each essential duty satisfactorily. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions of this position.

CITY OF PEACHTREE CITY

INTEROFFICE MEMORANDUM

TO: Mayor & Council Members

VIA: Jonathan N. Rorie, City Manager 
Paul Salvatore, Finance Director

FROM: Ellece Brown, Director, HR & Risk Management 

DATE: November 10, 2016

SUBJECT: Consider Elimination/Replacement of Position in the Fire Department
11/17/2016, City Council Meeting

Recommendation:

That Council approve eliminating the full-time Fire Administrative Coordinator position (Salary Grade 14) in the Fire Department and replacing it with two part-time Staff Assistant positions (Salary Grade 10), as well as reclassifying a full-time Staff Assistant position (Salary Grade 10) to a full-time Administrative Assistant position (Salary Grade 12) effective November 21, 2016.

Discussion:

With the recent retirement of the Fire Administrative Coordinator, City staff evaluated the current administrative/clerical positions in the Fire Department to determine if these positions were the best use of personnel resources in order to meet the needs of the operation. The current positions include a full-time Fire Administrative Coordinator and a full-time Staff Assistant. With the reorganization of job responsibilities, the elimination of supervisory responsibilities from the Fire Administrative Coordinator, and the introduction of the new BS&A time-keeping system, City staff determined that the administrative needs of the department had changed. The higher-level position of Fire Administrative Coordinator was no longer needed; the current administrative/clerical responsibilities could be best accomplished by adding two part-time Staff Assistant positions, as well as reclassifying the current full-time Staff Assistant to a full-time Administrative Assistant.

The two new job descriptions (see attached) have been evaluated by Human Resources according to the Factor Evaluation System as established by our compensation plan. It is recommended that the positions be placed in the following salary grades:

Administrative Assistant	Salary Grade 12
Staff Assistant (part-time)	Salary Grade 10

Budget Impact:

The approximate budget impact would be an annual savings of \$37,115.00:

Elimination of FT Fire Administrative Coordinator	\$84,013.00
Reclassifying Staff Assistant to Administrative Assistant	(3,678.00)
Adding two part-time Staff Assistant positions	(43,220.00)
Approximate Annual Savings	\$37,115.00



Administrative Assistant – Fire
Fire

FD/15
Reports To: Fire Chief

Salary Grade: 12
Job Code: FD/15

FLSA Status: Non-Exempt
Date: 11/9/2016

JOB SUMMARY

This position is responsible for providing administrative assistance for the operations of the Fire Department.

ESSENTIAL FUNCTIONS

- Coordinates clerical support for the Fire Chief and six other Fire Department Chief Staff Officers.
- Maintains the personnel information/qualification database.
- Coordinates annual budget requests; manages approved budgets; maintains petty cash; and maintains budget records.
- Enters and approves purchase requisitions; maintains departmental purchase orders, receipts of commodities, and related records.
- Processes statistical data and prepares reports, including the monthly Council reports.
- Prepares Payroll Change Notices and timesheet processing through BS&A.
- Coordinates with contract agency related to ambulance billing.
- Maintains personnel files of Volunteer Firefighters.
- Responsible for compliance with HIPAA in relation to subpoenas and the release of medical information.
- Responsible for clerical support of annual and probationary Performance Evaluations.
- Processes payments and other requests.
- Provides customer service; answers telephone and greets visitors; provides information and assistance; refers to appropriate personnel; and takes messages and schedules appointments.

- Assists in the emergency operations center in case of disaster.
- Performs related duties.

KNOWLEDGE REQUIRED BY THE POSITION

- Knowledge of modern office practices and procedures.
- Knowledge of City and departmental policies and procedures.
- Knowledge of computers and job-related software programs.
- Knowledge of generally accepted accounting principles.
- Skill in prioritizing and organizing work.
- Skill in the provision of customer service.
- Skill in the maintenance of files and records.
- Skill in the management of budgets.
- Skill in the use of such office equipment as a computer, scanner, fax machine, and copier.
- Skill in oral and written communication.
- Ability to maintain confidential information (e.g. GCIC and HIPAA-protected information).

SUPERVISORY CONTROLS

The Fire Chief assigns work in terms of general instructions. The supervisor spot-checks completed work for compliance with procedures, accuracy, and the nature and propriety of the final results.

GUIDELINES

Guidelines include City and department policies and procedures. These guidelines are generally clear and specific, but may require some interpretation in application.

COMPLEXITY/SCOPE OF WORK

- The work consists of related administrative duties. Frequent interruptions contribute to the complexity of the position.
- The purpose of this position is to provide administrative support for the operations of the Fire Department. Successful performance contributes to the efficiency and effectiveness of those operations.

CONTACTS

- Contacts are typically with co-workers, other City employees, contractors, vendors, patients, attorneys, and the general public.
- Contacts are typically to give or exchange information, resolve problems, and provide services.

PHYSICAL DEMANDS/ WORK ENVIRONMENT

- The work is typically performed while sitting at a desk or table or while intermittently sitting, standing, stooping, bending, or walking. The employee occasionally lifts light objects.
- The work is typically performed in an office.

SUPERVISORY AND MANAGEMENT RESPONSIBILITY

None

MINIMUM QUALIFICATIONS

- Knowledge and level of competency commonly associated with completion of specialized training in the field of work, in addition to basic skills typically associated with a high school education.
- Sufficient experience to understand the basic principles relevant to the major duties of the position, usually associated with the completion of an apprenticeship/internship or having had a similar position for one to two years.
- Must possess (or must be able to acquire) GCIC training/certification.

The qualifications listed above represent the credentials necessary to perform the essential functions of this position. To be successful in this position, an individual must be able to perform each essential duty satisfactorily. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions of this position.



Staff Assistant - Fire
Fire

FD/14

Reports To: Operations Officer

Salary Grade: 10
Job Code: FD/14

FLSA Status: Non-Exempt
Date: 11/09/2016

JOB SUMMARY

This position provides secretarial support for the operations of the Fire Department.

ESSENTIAL FUNCTIONS

- Answers telephone and greets visitors; provides information and assistance; takes messages and schedules appointments; and refers to appropriate personnel.
- Collects statistical data to prepare periodic reports.
- Receives, prepares, and distributes correspondence, memoranda, reports, and forms.
- Provides administrative support for Staff Officers.
- Assists in preparing and updating employee files and records; enters training and certification records.
- Processes travel and training requests for prepayment of expenses and/or reimbursements.
- Updates department standard operating procedures.
- Receives and processes office supplies for all stations.
- Assists in the emergency operations center in case of disasters.
- Performs related duties.

KNOWLEDGE REQUIRED BY THE POSITION

- Knowledge of modern office practices and procedures.
- Knowledge of City and departmental policies and procedures.
- Knowledge of computers and job-related software programs.

- Skill in prioritizing and organizing work.
- Skill in the provision of customer service.
- Skill in the maintenance of files and records.
- Skill in the use of such office equipment as a computer, scanner, fax machine, and copier.
- Skill in oral and written communication.
- Ability to maintain confidential information (e.g. GCIC and HIPAA-protected information).

SUPERVISORY CONTROLS

The Operations Officer assigns work in terms of general instructions. The supervisor spot-checks completed work for compliance with procedures, accuracy, and the nature and propriety of the final results.

GUIDELINES

Guidelines include City and department policies and procedures. These guidelines are generally clear and specific, but may require some interpretation in application.

COMPLEXITY/SCOPE OF WORK

- The work consists of related secretarial and customer service duties. Frequent interruptions contribute to the complexity of the position.
- The purpose of this position is to provide secretarial support for Fire Department operations. Successful performance contributes to the efficiency and effectiveness of those operations.

CONTACTS

- Contacts are typically with co-workers, other city employees, contractors, vendors, patients, and the general public.
- Contacts are typically to give or exchange information, resolve problems, and provide services.

PHYSICAL DEMANDS/ WORK ENVIRONMENT

- The work is typically performed while sitting at a desk or table or while intermittently sitting, standing, stooping, bending, crouching or walking. The employee occasionally lifts light objects.
- The work is typically performed in an office.

SUPERVISORY AND MANAGEMENT RESPONSIBILITY

None.

MINIMUM QUALIFICATIONS

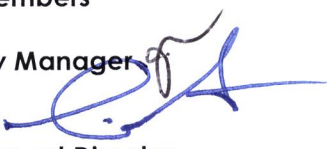
- Ability to read, write and perform mathematical calculations at a level commonly associated with the completion of high school or equivalent.
- Sufficient experience to understand the basic principles relevant to the major duties of the position, usually associated with the completion of an apprenticeship/internship or having had a similar position for one to two years.

The qualifications listed above represent the credentials necessary to perform the essential functions of this position. To be successful in this position, an individual must be able to perform each essential duty satisfactorily. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions of this position.

CITY OF PEACHTREE CITY

INTEROFFICE MEMORANDUM

TO: Mayor and Council Members

VIA: Jonathan N. Rorie, City Manager 

FROM: Michael Warrix, AICP
Planning and Development Director

DATE: November 10, 2016

SUBJECT: *Public Hearing - Consider Transmittal of 2016 Capital Improvements Element (CIE)*
November 17, 2016 City Council Agenda

Recommendation:

That Council continue this agenda item to the January 5, 2017 City Council meeting in order to allow adequate time for a briefing by the city's impact fee consultant. A revised Legal Ad with the new Public Hearing date will be prepared and submitted to the local paper.

CITY OF PEACHTREE CITY

INTEROFFICE MEMORANDUM

TO: Mayor and Council Members

VIA: Jonathan N. Rorie, City Manager

FROM: Michael Warrix, AICP
Planning and Development Director

DATE: November 9, 2016

SUBJECT: Consider Approval of Development Agreement with Pulte Home Corporation/
John Wieland Homes for a 379.49-acre Tract of Land in Wilksmoor Village
November 17, 2016 City Council Agenda

Recommendation:

That Council authorize the Mayor to sign the Development Agreement for the Pulte Home Corporation/ John Wieland Homes tract within Wilksmoor Village.

Discussion:

The annexation and zoning of the former John Wieland Homes and Neighborhoods tract was approved by City Council on May 3, 2007. One of the conditions of approval stated:

The annexation and rezoning is conditioned upon the execution of the Development Agreement between the City and the Applicant attached hereto. The Development Agreement shall be recorded in the Deed Records of the Clerk of the Superior Court of Fayette County Georgia so as to provide notice of the conditions of this zoning to all parties in interest.

Because of the litigation following the approval of the annexation and zoning request, the Development Agreement for the Wieland tract was never signed or recorded. Since that time Pulte Home Corporation has acquired John Wieland Homes and Neighborhoods. The Development Agreement has been modified to reflect the new ownership of the property. There are no changes to the plans initially submitted and approved for the property or any conditions adopted as a part of the rezoning of the property.

Budget Impact:

There are no budget impacts associated with this request.

Attachment

PULTE HOMES CORPORATION TRACT
(FORMERLY JOHN WIELAND HOMES AND NEIGHBORHOODS, INC. TRACT)

AFTER RECORDING RETURN TO:

**DEBORAH LEMAY
CITY OF PEACHTREE CITY
151 WILLOWBEND ROAD
PEACHTREE CITY, GEORGIA 30269**

DEVELOPMENT AGREEMENT

This Development Agreement ("Agreement") is entered into by Pulte Home Corporation, a Michigan corporation, and its successors and assigns ("Developer"), and the City of Peachtree City, Georgia ("City") to provide for the orderly development of the property more particularly described as Exhibit "A" which is incorporated herein by express reference ("Property").

Whereas, John Wieland Homes and Neighborhoods, Inc., the original developer, submitted to the City a proposed annexation and rezoning request, which was modified by the City and ultimately approved by the City Council on May 3, 2007; and,

Whereas, on November 15, 2012, John Wieland Homes and Neighborhoods, Inc. conveyed its interest in the Property, together with the privileges and obligations related to the Property, to JW Homes, LLC; and,

Whereas, on January 14, 2016, JW Homes, LLC conveyed its interest in the Property, together with the privileges and obligations related to the Property, to Developer; and,

Whereas, it is the intent of this Agreement to finalize the terms of rezoning and all conditions to which the parties have agreed.

Now Therefore, in exchange of the mutual promises and considerations contained herein and for other good and valuable consideration, the parties agree the rezoning known as LUR-15 is approved and said approval is conditioned further as follows:

1. The concept plat attached hereto as Exhibit "B" ("Master Plan") is illustrative only. The Developer shall prepare a detailed development plan, which shall comply with the LUR-15 ordinance attached as Exhibit "C" ("Ordinance") and must also be approved by the Planning Commission as a part of the concept plat approval process. It is understood the general layout of the streets and individual lots will be in substantial conformance with what is shown on the concept plat once final engineering documents are prepared.
2. The Developer agrees that the requirements and conditions specified in the Ordinance shall remain in effect unless specifically amended or revoked by subsequent actions of the City Council in accordance with the established procedure for zoning amendments.
3. The Developer agrees that the Ordinance is binding on any of its successors-in-title to the Property. This Agreement shall be recorded in the Deed Records of the Clerk of the Superior Court of Fayette County, Georgia, so as to apprise any successors-in-title of this Agreement and the terms of the Ordinance.
4. Developer and Brent West Village will dedicate and construct, at no cost to the City, a proposed road identified as the MacDuff Parkway extension ("Parkway Extension") from its current point of termination to the northern Kedron Drive extension, which is approximately 8,400 LF. Said Parkway Extension will be constructed to the standards currently contained in the city's Land Development Ordinance for paving standards for Major Collector Roads. For all purposes herein the construction of any and all roadways shall be generally in the location and in accordance with the conceptual site plan attached hereto as Exhibit "B". The Parkway Extension shall be constructed based upon the Roadway Development Cost Sharing Agreement dated November 6, 2015 ("Macduff Parkway Agreement"), by and among Brent West Village, The Scarbrough Group, Inc. Dirt Control, LLC, JW Homes, LLC (predecessor-in-interest to Developer), and Brent Scarbrough and Company, Inc.. Evidence of the Macduff Parkway Agreement shall be provided to the City prior to the approval of any plats for the development of the Property.
5. All costs of the Parkway Extension, including without limitation right-of-way acquisition, roadway design and construction and

landscaping in accordance with City ordinances and any applicable state and federal requirements, shall be paid for by Developer and Brent West Village in accordance with the Macduff Parkway Agreement and the Ordinance.

6. The City agrees that it will pay to the Developer any funds it receives from any other government or entity for the Parkway Extension, and that the City will actively solicit such funds. Any funds received by the City shall be prorated between the parties to the Macduff Parkway Agreement in accordance with the cost sharing allocation set forth in Macduff Parkway Agreement.
7. The Developer shall Quit Claim Deed to the City no less than three (3) acres of developable property for a future fire station. Said property is located southeast of the intersection of Cresswind Boulevard and Macduff Parkway (Exhibit "D"). Said dedication shall occur within sixty (60) days from the date this Development Agreement is approved by City Council. It is understood access to the subject tract will be accommodated through a temporary access easement until such time MacDuff Parkway is complete and open to traffic.
8. The Developer agrees that nothing contained in this Agreement shall obviate the requirement that the Developer complies with all city ordinances, building codes, and development standards. With respect to all these requirements, the City will not unreasonably withhold, condition or delay approval of Developer's plans.
9. All Parties agree that this Agreement is entered into voluntarily, and that all parties will incur their own legal expenses.
10. In the event an ambiguity exists in the interpretation or implementation of this Agreement, the parties will first look at the Agreement itself to clarify such ambiguity. In the event the ambiguity is still not resolved, the parties will next look to the Ordinance, and then, if necessary, to the rules, regulations and ordinances of the City.
11. COVENANTS RUNNING WITH THE LAND. The terms and conditions of this Agreement shall be binding upon the Developer and its successors in title and shall run with the title to the Property.

12. DATE OF EFFECTIVENESS OF THIS AGREEMENT. This Agreement shall be effective between the parties, their successors and assigns, immediately upon execution of this Agreement by all parties hereto.
13. PREVIOUS WRITTEN AND ORAL STATEMENTS. All previously written or transcribed plans, documents, letters, notes, minutes, and memorandums, together with all oral representations and agreements concerning all matters set forth in this Agreement have been incorporated herein, and the terms and conditions of this Agreement shall supersede any previous agreements between the parties.
14. AMENDMENTS AND MODIFICATIONS OF THIS AGREEMENT. This Agreement represents the entire understanding of the parties hereto, and any amendments, changes, additions, or deletions shall be made in writing upon the mutual agreement of the parties, executed by the City and the Developer, or the Developer's assigns and successors in title, to the remaining undeveloped portion of the above described Property.
15. BINDING EFFECT. This Agreement shall be binding upon the undersigned, their heirs, administrators, executors, successors, and assigns.
16. NOTICES. Any notices, requests, or other communications required or permitted to be given hereunder shall be in writing and shall be delivered by hand or courier or mailed by United States registered or certified mail, return receipt requested, postage prepaid and addressed to each party at the address set forth below, or transmitted by email to the email address set forth below. If the sender of an email notice does not receive an acknowledgment from the recipient within one business day of the transmission, the sender must send a hard copy of the email within three (3) days thereof by one of the other approved methods of delivery. Any such notice, request, or other communication shall be considered given or delivered, as the case may be, on the date of hand or courier delivery or email transmission or on the third (3rd) day following deposit in the United States mail. Rejection or other refusal to accept or inability to deliver because of changed address of which no notice was given shall be deemed to be receipt of the notice, request, or other communication. By giving at least five (5) days' prior written notice thereof, any party may from time to time and at any time change its mailing address or facsimile number hereunder.

If to the City: City of Peachtree City
151 Willowbend Road
Peachtree City, Georgia 30269
Attn: City Manager
Email: jrorie@peachtree-city.org

If to the Developer: Pulte Home Corporation
4125 Atlanta Road, S.E.
Smyrna, Georgia 30080
Attn: Jeff Kingsfield and Jason Garrett
Email: jeff.kingsfield@jwhomes.com
Jason.garrett@jwhomes.com

With a copy to: Pulte Home Corporation
4125 Atlanta, Road, S.E.
Smyrna, Georgia 30080
Attn: Joel S. Reed, Esq.
Email: joel.reed@jwhomes.com

And a copy to: Pulte Home Corporation
4901 Vineland Road, Suite 500
Orlando, Florida 32811
Attn: Scott Clements, Esq.
Email: scott.clements@pultegroup.com

[Signatures commence on next page]

IN WITNESS WHEREOF, the undersigned parties have hereunto set their hands and affixed their seals this ____ day of _____, 2016.

Signed, sealed and delivered
in the presence of:

Witness

Notary Public

(NOTARY SEAL)

My Commission expires:_____

DEVELOPER:

PULTE HOME CORPORATION,
a Michigan corporation

By:

By:_____ (SEAL)

Name:_____

Title:_____

Signed, sealed and delivered
in the presence of:

Witness

Notary Public

(NOTARY SEAL)

My Commission expires:_____

CITY:

CITY OF PEACHTREE CITY, GEORGIA

By:_____

Name:_____

Title: City Clerk

Attest:

By:_____

Name:_____

Title: Secretary

EXHIBIT "A"

PULTE HOMES CORPORATION TRACT

(FORMERLY JOHN WIELAND HOMES AND NEIGHBORHOODS, INC. TRACT)

Legal Description

Tract 1

All that tract or parcel of land lying and being in Land Lot 166, 7th District, Fayette County, Georgia, and being more particularly described as follows:

BEGINNING at a 1" pipe on the Land Lot Line common to Land Lots 166 and 167, being 1574' East of the Land Lot corner common to Land Lots 166, 167, 183, and 184, being the TRUE POINT OF BEGINNING; thence South 88°51'41" East, a distance of 542.37 feet to a railroad iron; thence South 00°20'17" East, a distance of 1595.01 feet to a 1/4 inch rebar; thence North 89°36'57" West, a distance of 543.36 feet to a 1/4 inch rebar; thence North 00°17'52" West, a distance of 1602.14 feet to a 1 inch pipe, being the TRUE POINT OF BEGINNING.

Said tract contains 19.918 acres or 867636 square feet.

Tract 2

All that tract or parcel of land lying and being in Land Lots 165, 166, 184 & 185 of the 7th District, Fayette County, Georgia and being more particularly described as follows:

BEGINNING at a nail found at the Land lot corner common to Land Lots 157, 158, 164 and 165; thence along the Land Lot line common to Land Lots 164 & 165 North 88°11'34" West, a distance of 1146.31 feet to a 1 inch crimp top pipe found; thence along the Land Lot line common to Land Lots 164 & 165 and 185 & 186 North 88°09'44" West, a distance of 2469.33 feet to a point in the centerline of Line Creek, which is also the Fayette/Coweta County line; thence along the centerline of Line Creek and the county line the following calls: North 36°58'03" West, a distance of 214.55 feet to a point; thence North 85°36'23" East, a distance of 132.55 feet to a point; thence North 70°13'27" East, a distance of 110.92 feet to a point; thence North 62°50'46" East, a distance of 105.30 feet to a point; thence North 47°26'44" East, a distance of 100.12 feet to a point; thence North 89°34'59" East, a distance of 70.71 feet to a point; thence North 78°16'24" East, a distance of 36.06 feet to a point; thence North 17°26'00" East, a distance of 43.83 feet to a point; thence North 30°51'58" West, a distance of 109.49 feet to a point; thence North 25°41'48" West, a distance of 65.19 feet to a point; thence North 02°51'47" West, a distance of 66.41 feet to a point; thence North 59°57'28" West, a distance of 128.06 feet to a point; thence North 09°59'17" West, a distance of 101.98 feet to a point; thence North 36°03'32" West, a distance of 58.87 feet to a point; thence North 45°11'31" West, a distance of 96.00 feet to a point; thence North 01°17'13" West, a distance of 114.13 feet to a point; thence North 21°34'01" West, a distance of 101.12 feet to a point; thence North 16°03'41" West, a distance of 82.46 feet to a point; thence North 39°11'04" West, a distance of 175.05 feet to a point; thence North 25°26'10" West, a distance of 101.43 feet to a point; thence

North 15°10'33" East, a distance of 116.62 feet to a point; thence North 14°07'37" West, a distance of 69.00 feet to a point; thence North 00°29'39" West, a distance of 106.94 feet to a point; thence North 19°25'52" East, a distance of 104.12 feet to a point; thence North 00°44'43" West, a distance of 100.24 feet to a point; thence North 38°43'42" West, a distance of 134.54 feet to a point; thence North 16°12'42" East, a distance of 102.61 feet to a point; thence North 40°29'33" East, a distance of 77.68 feet to a point; thence North 33°02'37" East, a distance of 219.86 feet to a point; thence North 23°23'23" West, a distance of 72.11 feet to a point; thence North 41°02'24" West, a distance of 64.03 feet to a point; thence North 10°30'23" West, a distance of 106.98 feet to a point; thence North 12°34'32" West, a distance of 144.77 feet to a point; thence North 06°14'30" West, a distance of 206.90 feet to a point; thence North 21°00'55" East, a distance of 152.00 feet to a point; thence North 14°58'12" East, a distance of 101.79 feet to a point; thence North 30°35'59" East, a distance of 82.43 feet to a point; thence North 22°11'57" West, a distance of 79.79 feet to a point; thence North 03°11'43" East, a distance of 107.70 feet to a point; thence North 40°24'27" West, a distance of 107.70 feet to a point; thence North 08°57'29" West, a distance of 101.43 feet to a point; thence North 45°10'16" West, a distance of 111.80 feet to a point; thence North 25°53'27" East, a distance of 97.02 feet to a point; thence North 18°49'50" East, a distance of 106.37 feet to a point; thence North 07°36'21" East, a distance of 101.12 feet to a point; thence North 00°11'28" East, a distance of 72.80 feet to a point; thence North 65°32'07" East, a distance of 46.10 feet to a point; thence North 07°36'21" East, a distance of 101.12 feet to a point; thence North 19°09'17" West, a distance of 45.83 feet to a point; thence North 30°59'47" West, a distance of 65.01 feet to a point; thence North 37°26'05" West, a distance of 70.62 feet to a point; thence leaving said creek centerline South 89°39'07" East, a distance of 2347.47 feet to a 1/4 inch rebar found; thence South 01°16'43" East, a distance of 16.15 feet to a 1 inch pipe found; thence North 88°40'53" East, a distance of 543.13 feet to a 1/4 inch rebar found; thence South 00°20'55" East, a distance of 142.69 feet to a 3 inch railroad iron found; thence North 89°51'29" East, a distance of 872.66 feet to a 3 inch railroad iron found on the Land Lot line common to Land Lots 156 & 166; thence along said Land Lot line South 00°12'25" West, a distance of 640.18 feet to a 1 inch pipe found; thence along the Land Lot line common to Land Lots 156 & 166 and 157 & 165 South 00°13'00" West, a distance of 2326.75 feet to a 1/2 inch rebar found; thence along the Land Lot line common to Land Lots 157 & 165 South 00°06'24" West, a distance of 1275.40 feet to a nail found, being the POINT OF BEGINNING.

Said tract contains 359.575 acres or 15,663,081.26 square feet.

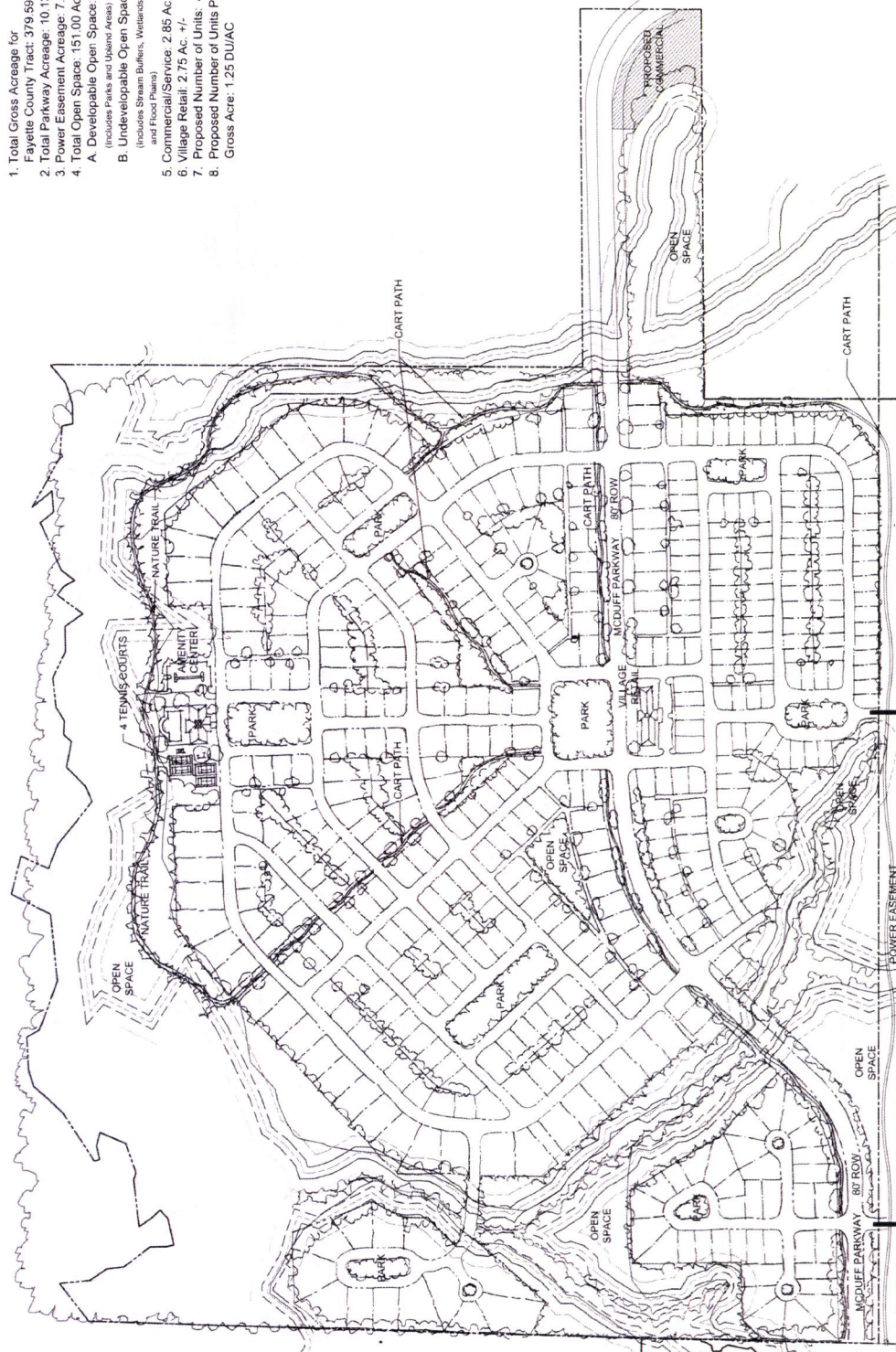
SITE LOCATION

EXHIBIT "B"

DEVELOPMENT SUMMARY

June 12, 2007

1. Total Gross Acreage for Fayette County Tract: 379.59 AC +/-
2. Total Parkway Acreage: 10.13 AC +/-
3. Power Easement Acreage: 7.29 AC +/-
4. Total Open Space: 151.00 AC +/-
 - A. Developable Open Space: 41.50 AC +/- (Includes Parks and Upland Areas)
 - B. Undevelopable Open Space: 109.50 AC +/- (Includes Stream Buffers, Wetlands, Power Easement and Flood Plains)
5. Commercial/Service: 2.85 AC +/-
6. Village Retail: 2.75 AC +/-
7. Proposed Number of Units: 475 Units
8. Proposed Number of Units Per Gross Acre: 1.25 DU/AC



- NOTES:
1. PROPERTY LINES, WETLANDS AND TOPOGRAPHY ARE APPROXIMATE
 2. ALL PROPOSED SUBDIVISION R.O.W. IS 50' TYPICAL.



SHEET

PROJECT	CONNECTOR VILLAGE
DATE	06/12/07
DESIGNED BY	AS
CHECKED BY	AS

CONCEPTUAL MASTER PLAN
ZONING PLAN
CONNECTOR VILLAGE



JOHN WIELAND HOMES AND NEIGHBORHOODS
4125 ATLANTA ROAD, SE
SMYRNA, GEORGIA 30080
(770) 703 - 3100

ORIGINAL: 06/12/07
REVISIONS:
1. 06/12/07: Client Approval
2. 06/12/07: Client Approval
3. 06/12/07: Client Approval
4. 06/12/07: Client Approval
5. 06/12/07: Client Approval
6. 06/12/07: Client Approval
7. 06/12/07: Client Approval
8. 06/12/07: Client Approval
9. 06/12/07: Client Approval
10. 06/12/07: Client Approval
11. 06/12/07: Client Approval
12. 06/12/07: Client Approval
13. 06/12/07: Client Approval
14. 06/12/07: Client Approval
15. 06/12/07: Client Approval

EXHIBIT "C"

Ordinance Number 917 (LUR-15)

**AN ORDINANCE TO AMEND THE
PEACHTREE CITY ZONING ORDINANCE
TO REZONE A 379.493-ACRE TRACT OF LAND
LOCATED WITHIN UNINCORPORATED FAYETTE COUNTY AND
BORDERED BY UNINCORPORATED FAYETTE COUNTY TO THE NORTH,
THE CITY OF PEACHTREE CITY TO THE EAST AND SOUTH,
AND LINE CREEK TO THE WEST,
FOR A SINGLE-FAMILY DETACHED RESIDENTIAL SUBDIVISION,
AND FOR OTHER PURPOSES**

BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF PEACHTREE CITY, and it is hereby ordained by authority of the same, that a 379.493-acre parcel within unincorporated Fayette County and bordered by unincorporated Fayette County to the north, the city of Peachtree City to the east and south and Line Creek to the west be rezoned from its current designation of A-R Agricultural Residential (Fayette County) to LUR-15 Limited Use Residential (Peachtree City) by amending Section 1013A Specific limited-use residential areas and adding Section 1013A.15 as follows:

(Section 1013A.15) Limited-use residential district no. 15

- (a) A single tract of land described below shall be rezoned from its present zoning classification of A-R Agricultural Residential (Fayette County) to LUR-15 Limited Use Residential (Peachtree City). Said property is more particularly described as follows:

Tract 1

All that tract or parcel of land lying and being in Land Lot 166, 7th District, Fayette County, Georgia, and being more particularly described as follows:

BEGINNING at a 1" pipe on the Land Lot Line common to Land Lots 166 and 167, being 1574' East of the Land Lot corner common to Land Lots 166, 167, 183, and 184, being the TRUE POINT OF BEGINNING; thence South 88°51'41" East, a distance of 542.37 feet to a railroad iron; thence South 00°20'17" East, a distance of 1595.01 feet to a 1/4 inch rebar; thence North 89°36'57" West, a distance of 543.36 feet to a 1/4 inch rebar; thence North 00°17'52" West, a distance of 1602.14 feet to a 1 inch pipe, being the TRUE POINT OF BEGINNING.

Said tract contains 19.918 acres or 867636 square feet.

Tract 2

All that tract or parcel of land lying and being in Land Lots 165, 166, 184 & 185 of the 7th District, Fayette County, Georgia and being more particularly described as follows:

BEGINNING at a nail found at the Land lot corner common to Land Lots 157, 158, 164 and 165; thence along the Land Lot line common to Land Lots 164 & 165 North 88°11'34" West, a distance of 1146.31 feet to a 1 inch crimp top pipe found; thence along the Land Lot line common to Land Lots 164 & 165 and 185 & 186 North 88°09'44" West, a distance of 2469.33 feet to a point in the centerline of Line Creek, which is also the Fayette/Coweta County line; thence along the centerline

of Line Creek and the county line the following calls: North 36°58'03" West, a distance of 214.55 feet to a point; thence North 85°36'23" East, a distance of 132.55 feet to a point; thence North 70°13'27" East, a distance of 110.92 feet to a point; thence North 62°50'46" East, a distance of 105.30 feet to a point; thence North 47°26'44" East, a distance of 100.12 feet to a point; thence North 89°34'59" East, a distance of 70.71 feet to a point; thence North 78°16'24" East, a distance of 36.06 feet to a point; thence North 17°26'00" East, a distance of 43.83 feet to a point; thence North 30°51'58" West, a distance of 109.49 feet to a point; thence North 25°41'48" West, a distance of 65.19 feet to a point; thence North 02°51'47" West, a distance of 66.41 feet to a point; thence North 59°57'28" West, a distance of 128.06 feet to a point; thence North 09°59'17" West, a distance of 101.98 feet to a point; thence North 36°03'32" West, a distance of 58.87 feet to a point; thence North 45°11'31" West, a distance of 96.00 feet to a point; thence North 01°17'13" West, a distance of 114.13 feet to a point; thence North 21°34'01" West, a distance of 101.12 feet to a point; thence North 16°03'41" West, a distance of 82.46 feet to a point; thence North 39°11'04" West, a distance of 175.05 feet to a point; thence North 25°26'10" West, a distance of 101.43 feet to a point; thence North 15°10'33" East, a distance of 116.62 feet to a point; thence North 14°07'37" West, a distance of 69.00 feet to a point; thence North 00°29'39" West, a distance of 106.94 feet to a point; thence North 19°25'52" East, a distance of 104.12 feet to a point; thence North 00°44'43" West, a distance of 100.24 feet to a point; thence North 38°43'42" West, a distance of 134.54 feet to a point; thence North 16°12'42" East, a distance of 102.61 feet to a point; thence North 40°29'33" East, a distance of 77.68 feet to a point; thence North 33°02'37" East, a distance of 219.86 feet to a point; thence North 23°23'23" West, a distance of 72.11 feet to a point; thence North 41°02'24" West, a distance of 64.03 feet to a point; thence North 10°30'23" West, a distance of 106.98 feet to a point; thence North 12°34'32" West, a distance of 144.77 feet to a point; thence North 06°14'30" West, a distance of 206.90 feet to a point; thence North 21°00'55" East, a distance of 152.00 feet to a point; thence North 14°58'12" East, a distance of 101.79 feet to a point; thence North 30°35'59" East, a distance of 82.43 feet to a point; thence North 22°11'57" West, a distance of 79.79 feet to a point; thence North 03°11'43" East, a distance of 107.70 feet to a point; thence North 40°24'27" West, a distance of 107.70 feet to a point; thence North 08°57'29" West, a distance of 101.43 feet to a point; thence North 45°10'16" West, a distance of 111.80 feet to a point; thence North 25°53'27" East, a distance of 97.02 feet to a point; thence North 18°49'50" East, a distance of 106.37 feet to a point; thence North 07°36'21" East, a distance of 101.12 feet to a point; thence North 00°11'28" East, a distance of 72.80 feet to a point; thence North 65°32'07" East, a distance of 46.10 feet to a point; thence North 07°36'21" East, a distance of 101.12 feet to a point; thence North 19°09'17" West, a distance of 45.83 feet to a point; thence North 30°59'47" West, a distance of 65.01 feet to a point; thence North 37°26'05" West, a distance of 70.62 feet to a point; thence leaving said creek centerline South 89°39'07" East, a distance of 2347.47 feet to a 1/4 inch rebar found; thence South 01°16'43" East, a distance of 16.15 feet to a 1 inch pipe found; thence North 88°40'53" East, a distance of 543.13 feet to a 1/4 inch rebar found; thence South 00°20'55" East, a distance of 142.69 feet to a 3 inch railroad iron found; thence North 89°51'29" East, a distance of 872.66 feet to a 3 inch railroad iron found on the Land Lot line common to Land Lots 156 & 166; thence along said Land Lot line South 00°12'25" West, a distance of 640.18 feet to a 1 inch pipe found; thence along the Land Lot line common to Land Lots 156 & 166 and 157 & 165 South 00°13'00" West, a distance of 2326.75 feet to a 1/2 inch rebar found; thence along the Land Lot line common to Land Lots 157 & 165 South 00°06'24" West, a distance of 1275.40 feet to a nail found, being the POINT OF BEGINNING.

Said tract contains 359.575 acres or 15,663,081.26 square feet.

- (b) This tract is illustrated on the Boundary and Topography Survey prepared by Rochester & Associates, Inc. (last revised August 14, 2006), a copy of which is attached hereto as Exhibit "A" and incorporated herein by express reference.

It is intended that the LUR-15 zoning district be established specifically for a 450-unit single-family detached residential subdivision to be developed substantially in accordance with the following express conditions:

- (c) *Conformance with master plan.*

Development shall take place in conformance with the master plan prepared by PBS&J (last revised June 12, 2007), a copy of which is attached hereto as Exhibit "B" and incorporated herein by express reference. Any substantive change to this plan or any of the conditions and requirements of this section shall require a new rezoning action.

(d) *Permitted uses.*

1. No more than 475 single-family detached lots with the following dimensions:
 - (a) 54 lots shall measure no less than 55' x 125'
 - (b) 140 lots shall measure no less than 65' x 125'
 - (c) 90 lots shall measure no less than 75' x 130'
 - (d) 134 lots shall measure no less than 90' x 130'
 - (e) 29 lots shall measure no less than 100' x 150'
 - (f) 28 lots shall measure no less than 115' x 200'
2. A clubhouse, including an outdoor pool, tennis courts and other customary accessory uses.
3. General retail uses associated with a neighborhood retail center, located on two tracts of land not to exceed 3 acres each.
4. Publicly owned building, facility or land.
5. Building, facility or land for the distribution of utility services.
6. Building, facility or land for non-commercial park, recreation or open space purposes.
7. Accessory uses (see Section 908).
8. Customary home occupations (see Section 907).

(e) *Conditional uses.*

No conditional uses shall be permitted within this zoning district.

(f) *Other requirements.*

1. Minimum floor area per dwelling unit: 1,500 SF.

2. Minimum zoning lot area: As described herein and shown on the concept plat approved as a part of the rezoning.
3. Maximum number of dwelling units: No more than 475 residential units shall be provided within the overall subdivision.
4. Minimum lot width: As described herein and shown on the concept plat approved as a part of the rezoning.
5. Minimum front building setbacks: 15'; provided that each dwelling unit provides at least two paved parking spaces off the right-of-way; at least one of those spaces must be within a fully enclosed garage, and no part of the garage shall be within 20' of the right-of-way.
6. Minimum side setbacks: 0'; provided that at least a 10' separation is maintained between dwellings, and further provided, that at least one 20' separation is provided between every 10 dwelling units.
7. Minimum rear setbacks: 10'; provided that for those units served by a dedicated alley with garage access in the rear of the homes, at least two paved parking spaces shall be provided off of the alley; at least one of those spaces shall be within a fully enclosed garage, and no part of the garage shall be located less than 20' from the edge of alley.
8. Maximum building height: Two stories, plus a basement.
9. Parking: As set forth within the city's Parking Ordinance.
10. Signs: As set forth within the city's Sign Ordinance.
11. Alley access: Alleys shall be a minimum of 20' in width and shall be paved with a suitable surface to support fire and emergency apparatus.
12. Uses permitted above garages: On those lots where detached garages are located behind homes, the second floor of these buildings shall be limited to storage or home office use only. Garage apartments, granny flats, or other residential uses within these second floor areas shall not be permitted.
13. Tree save and landscape buffers: All tree save and landscape buffers shall be maintained with natural vegetation and/ or enhanced with berming, fencing and landscaping. No vegetation shall be removed from these areas without prior city approval. All tree save areas within the subdivision must be delineated with tree save fencing and approved by the city prior to any land disturbance activities.
14. Greenbelts: A 50' greenbelt shall be provided around the perimeter of the development. A 50' greenbelt shall be provided adjacent to MacDuff Parkway as required by the city's Buffer Ordinance. All greenbelt areas shall be dedicated to the city.

15. Architectural concept: A unified architectural concept for the overall development must be developed and approved by the Planning Commission. The architectural design, building materials and color selections of all buildings and structures on the site must be substantially the same. Each home with a side elevation facing a public street shall include architectural detailing to avoid creating a blank wall facing the public street.
15. Development concept: Development shall take place substantially in conformance with the approved concept plat (Exhibit "B"), as well as the design concepts presented with the zoning request and approved as a part of the concept. Substantial deviation from the approved concept plat or design concepts shall require city council approval.

(g) *The overall development of the tract is subject to the following understandings and conditions:*

1. All transportation enhancements identified within Attachment "A" of GRTA's Notice of Decision (dated December 20, 2006) shall be constructed at no cost to the city and open to the public prior to issuance of the first Certificate of Occupancy for any residential dwelling unit within this development. Such traffic enhancements were imposed as conditions by GRTA on the entire DRI, which included both developments. Accordingly, the enhancements should be constructed based upon an agreement between John Wieland Homes and Neighborhoods and Levitt & Sons, or their successors in interest, and should be based on each party's pro-rata share of traffic generated by each development based upon the information considered by GRTA. Evidence of such agreement between John Wieland Homes and Neighborhoods and Levitt & Sons shall be provided to the City prior to the approval of any plats for the development of the property.
2. MacDuff Parkway shall be designed to city standards as a Community Collector and shall include a 24' wide median with vertical curb and gutter as measured from back-of-curb. The road section shall also include two travel lanes at a minimum width of 16' each, as measured from edge of pavement. The road shall be designed within an 80' right-of-way (minimum).
3. Parallel parking shall not be provided along MacDuff Parkway as proposed by the developer, as this road is designated as a Community Collector. The Applicant is aware that Staff does not support parallel parking on any portion of MacDuff Parkway, and shall continue to coordinate with Staff to determine if this type of parking arrangement might be supported.

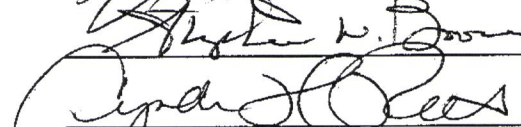
4. In accordance with the city's Buffer Ordinance, a continuous 50' wide (minimum) city-owned greenbelt buffer shall be established for any residential development adjacent to a community collector road and a continuous 50' wide tree-save and landscape buffer shall be established for any non-residential development adjacent to a community collector road.
5. The Applicant shall coordinate with City Staff to identify locations of traffic calming devices and incorporate these into the design and construction of MacDuff Parkway at no cost to the city.
6. The Applicant shall coordinate with City Staff to determine if a multi-use path tunnel can be constructed underneath MacDuff Parkway as a part of the road improvements. Should a location be identified, the Applicant shall design and construct the tunnel as a part of the MacDuff Parkway extension at no cost to the city.
7. The Applicant shall coordinate with City Staff to determine locations of multi-use paths throughout the development, and shall provide a multi-use path connection from this development to the existing multi-use path within the adjoining Centennial subdivision.
8. The Applicant shall coordinate with the Fayette County Water Department and the Peachtree City Fire Department to ensure appropriately sized water lines are constructed as a part of the MacDuff Parkway extension. In addition, the Applicant shall be responsible for installing all utilities within the right-of-way of MacDuff Parkway.
9. The Applicant shall coordinate with City Staff and the Fire Department to identify a suitable location for a new fire station to serve the West Village area. This site should be located approximately 3,600 LF to the north of the existing fire station site and dedicated at no cost to the city.
10. The Applicant shall be responsible for installing landscaping within the median and right-of-way of MacDuff Parkway as a part of the road construction and maintaining these areas until the roads are accepted by the city. Following this dedication, the maintenance of the landscaping within the right-of-way shall be the sole responsibility of the Homeowner's Association in perpetuity.
11. There shall be no more than 475 total lots within the overall subdivision. The concept plat submitted as a part of the annexation and rezoning request is illustrative only. The developer shall prepare a detailed development plan, which must be approved by the Planning Commission as a part of the concept plat approval process. It is understood the general layout of the streets and individual lots will be similar to what is shown on the concept plat once final engineering documents are prepared.

12. Existing vegetation within the areas identified as open space on the concept plat must be protected prior to, during and following construction.
13. A 50' wide greenbelt shall be provided between the homes along the southern property boundary separating this development from the proposed school site and the existing homes within the Chadsworth subdivision.
14. Existing vegetation within the 50' buffer around the perimeter of the property shall be preserved to the greatest extent practicable prior to, during and following construction activities. These areas shall be dedicated to the city as greenbelt.
15. The overall development shall comply with the city's post-construction stormwater runoff management ordinance and provide water quality Best Management Practices (BMP's) on greenbelt areas dedicated to the city.
16. The location of the floodplain shall be field located and surveyed prior to preparation of the engineering drawings. Absolutely no development shall be permitted within the floodplain.
17. The maintenance of all internal parks, landscaped areas, signage and subdivision entrances shall be the sole responsibility of the developer and/or the Homeowner's Association.
18. The Applicant shall establish deed covenants for the overall subdivision that shall limit rental units to no more than 20 percent of the total number of dwelling units in the subdivision. The covenants shall provide for the strict enforcement of the limit on rental units, and the developer shall establish the administrative structure for that enforcement prior to sale of the first dwelling unit in the subdivision.
19. The developer shall pay impact fees for each residential lot within the subdivision as identified within the city's Impact Fee Ordinance.
20. The annexation and rezoning is conditioned upon the execution of the Development Agreement between the City and the Applicant attached hereto. The Development Agreement shall be recorded in the Deed Records of the Clerk of the Superior Court of Fayette County, Georgia, so as to provide notice of the conditions of this zoning to all parties in interest.
21. The annexation and rezoning as proposed is conditioned upon the annexation of the Scarborough/ Stillwell tracts to the north.

All Ordinances or parts of Ordinances in conflict with this Ordinance are hereby repealed in their entirety.

Done, Ratified, and Passed this 3rd day of May 2007.

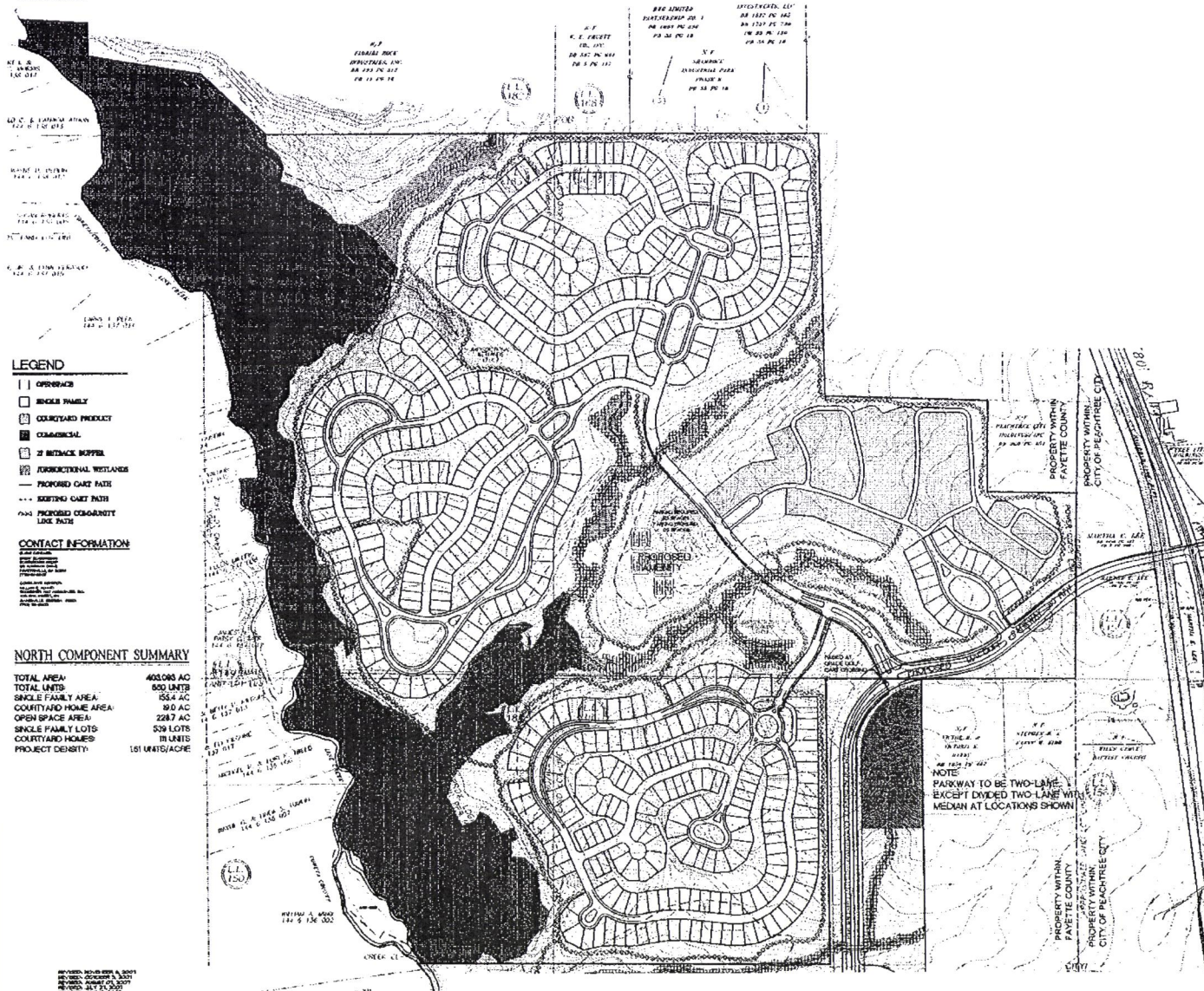

Harold K. Logsdon, Mayor

Attest:


City Clerk

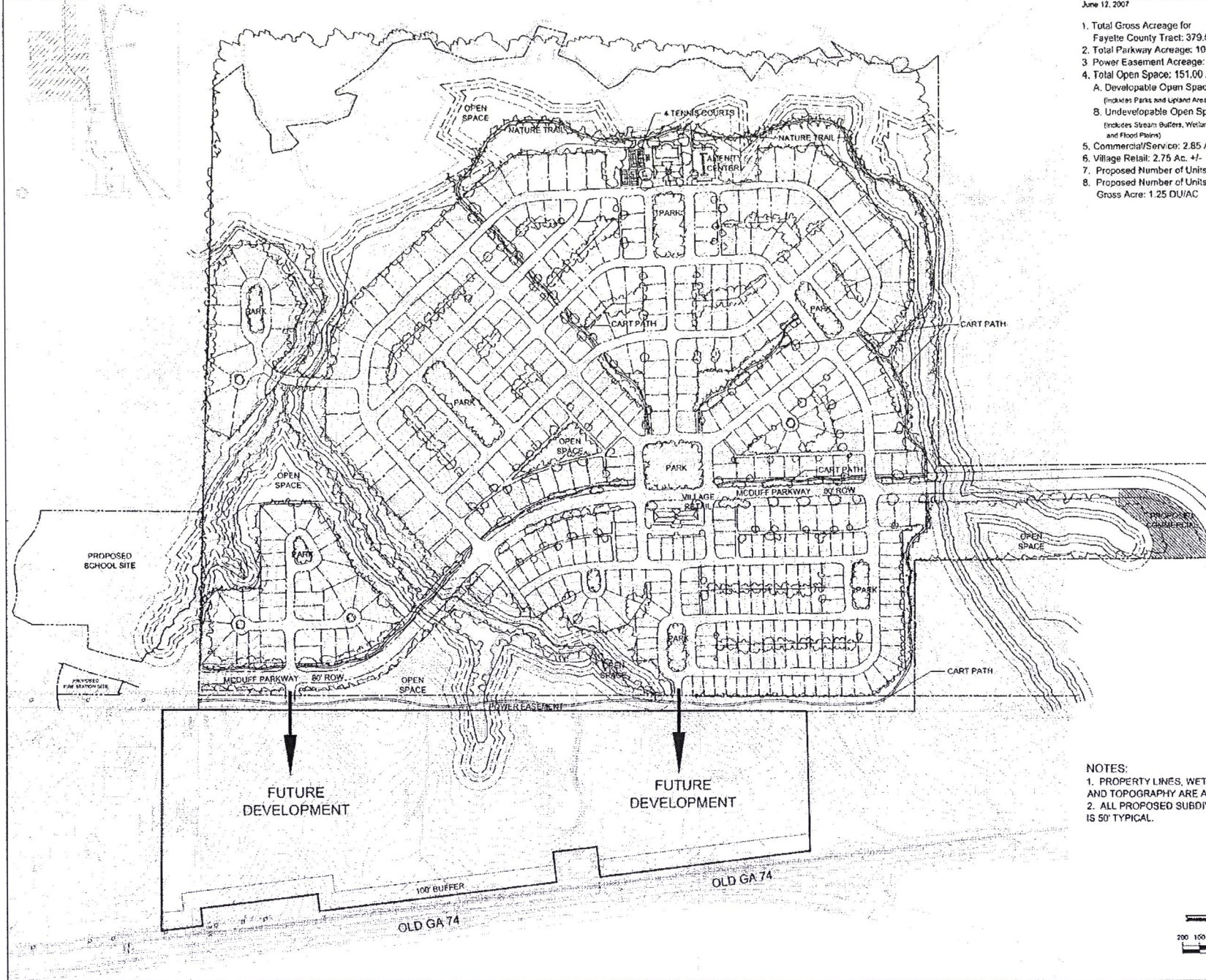
THIS PLAN IS BASED ON SURVEY DATA AND PLANS
PREPARED BY THE ENGINEER. THE ENGINEER HAS
CONDUCTED A VISUAL INSPECTION OF THE SITE
AND HAS FOUND THAT THE DATA IS CORRECT.
THE ENGINEER IS NOT RESPONSIBLE FOR THE
ACCURACY OF THE DATA OR THE RESULTS OF
THE SURVEY.



NORTH COMPONENT **WEST VILLAGE** PEACHTREE CITY, GEORGIA

SCARBROUGH GROUP

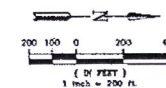




June 12, 2007

1. Total Gross Acreage for Fayette County Tract: 379.59 AC +/-
2. Total Parkway Acreage: 10.13 AC +/-
3. Power Easement Acreage: 7.29 AC +/-
4. Total Open Space: 151.00 AC, +/-
 - A. Developable Open Space: 41.50 AC +/-
(Includes Parks and Upland Areas)
 - B. Undevelopable Open Space: 109.50 AC +/-
(Includes Stream Buffers, Wetlands, Power Easement, and Flood Plains)
5. Commercial/Service: 2.85 AC, +/-
6. Village Retail: 2.75 AC +/-
7. Proposed Number of Units: 475 Units
8. Proposed Number of Units Per Gross Acre: 1.25 DU/AC

NOTES:
1. PROPERTY LINES, WETLANDS
AND TOPOGRAPHY ARE APPROXIMATE.
2. ALL PROPOSED SUBDIVISION R.O.W.
IS 50' TYPICAL.



ORIGINAL 04/13/78
REVISIONS:
1. 02/23/78 Const. Repairs
2. 03/27/78 Const. Repairs
3. 04/13/78 Const. Repairs
4. 05/22/78 Const. Repairs
5. 05/22/78 Const. Repairs
6. 05/23/78 Const. Repairs
7. 06/27/78 Const. Repairs
8. 06/28/78 Const. Repairs
9. 07/12/78 Const. Repairs
10. 07/27/78 Const. Repairs
11. 07/27/78 Const. Repairs
12. 07/27/78 Const. Repairs
13. 08/01/78 Const. Repairs

JOHN WTELAND HOMES AND NEIGHBORHOODS
4125 ATLANTA ROAD, SE
SMYRNA, GEORGIA 30080
0011 - 201 (0221)

1. *Phragmites australis* (Cav.) Trin. ex Steud.
 2. *Scirpus americanus* (L.) Pers.
 3. *Spartina patens* (Muhl.) B. & P.
 4. *Spartina patens* (Muhl.) B. & P.
 5. *Spartina patens* (Muhl.) B. & P.
 6. *Spartina patens* (Muhl.) B. & P.
 7. *Spartina patens* (Muhl.) B. & P.
 8. *Spartina patens* (Muhl.) B. & P.
 9. *Spartina patens* (Muhl.) B. & P.
 10. *Spartina patens* (Muhl.) B. & P.

PBS

NOT SALE FOR CONSTRUCTION
USE FOR WARE IN THIS AREA

— CONNECTOR VILLAGE —
ZONING PLAN
PAVETTE COUNTY, GA.
LOCAL ORDER NO. 15-13
DATE: 10-16-13
INT'D. DEPT. CUBEN

JOB NO. 651725
 DRAWN BY JCB
 DESIGNED BY JCB
 CHECKED BY JCB
 DC
 SHEET

ACDUFF
PHASE 2
RUCTION

EXHIBIT "D"

1574' ALONG LAND LOT LINE
LAND LOT CORNER ADJACENT TO
ID LOTS 158, 167, 133, 211B4

60' INGRESS/EGRESS
EASEMENT
NO POWER EASEMENT —
INFORMATION FOUND

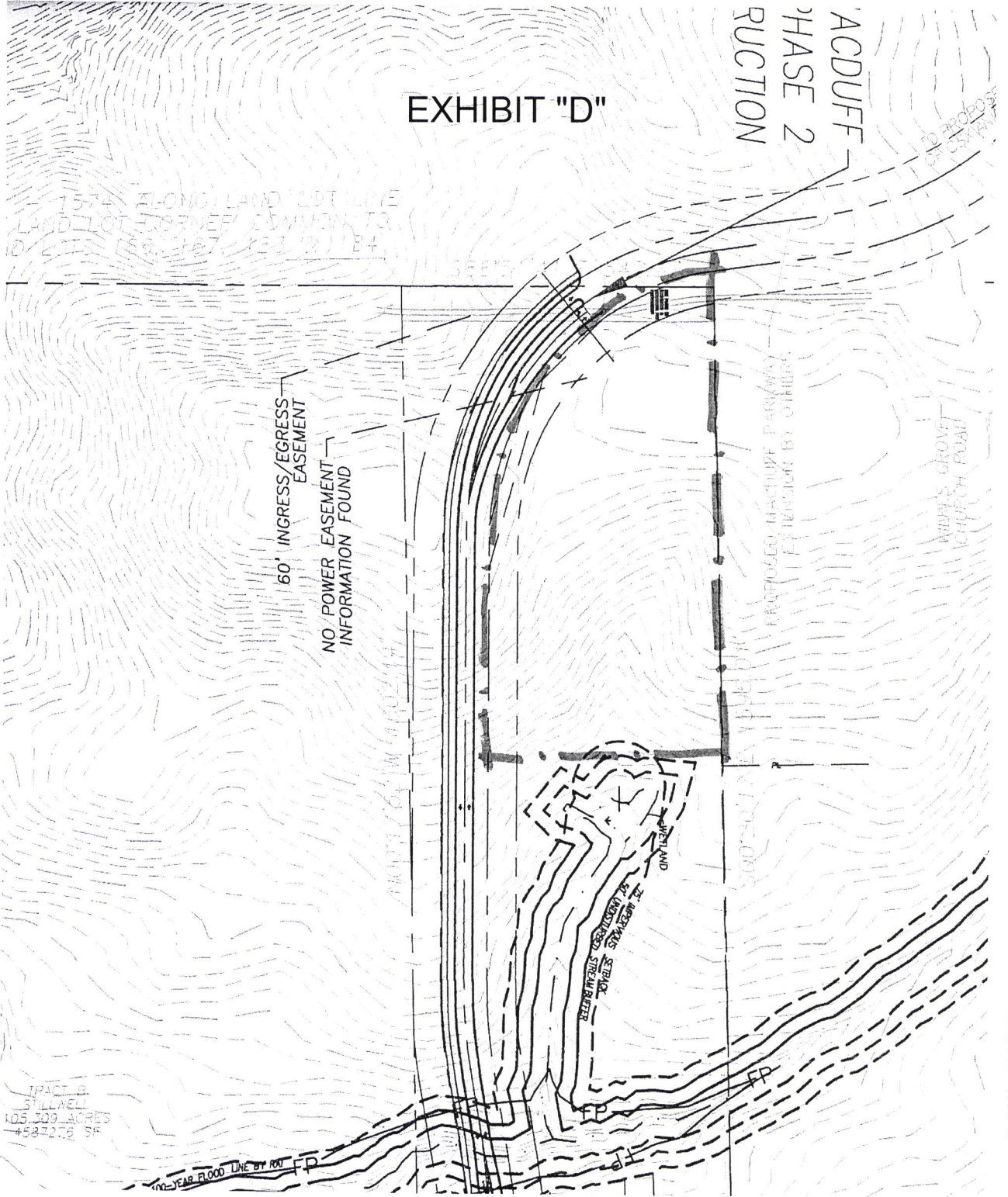
ADJACENT TO UNIMPROVED
PRIVATE PARKWAY (PROPOSED)

WINDY GROVE
CHURCH ROAD

THE HIGHER
ST. ANDREW'S
SETBACK
STRAIN BEATER

TRACT B
STILLWELL
105.309 ACRES
4587276 SF

100-YEAR FLOOD LINE BY ROU



CITY OF PEACHTREE CITY

INTEROFFICE MEMORANDUM

TO: Mayor and Council Members

VIA: Jonathan Rorie, City Manager 
Paul Salvatore, Financial Services Director 
Kelly Bush, Assistant Financial Services Director
Angela Egan, Purchasing Agent

FROM: Janet Moon, Chief of Police 

DATE: November 10th, 2016

SUBJECT: Police Vehicle Purchase and surplus
November 17th, 2016, City Council Meeting

Recommendation:

Staff recommends the purchase of four (4) 2017 Ford Interceptor Utility vehicles from Allan Vigil - Morrow, for the bid price of \$118,616.00. Additionally, Staff requests four (4) Police Department vehicles be declared surplus and recommends these vehicles be disposed of via reassignment in the City or auctioned.

Discussion:

Bid packages were emailed to a number of Ford distributors, as well as posted to the City's website. Bid responses were received from 3 distributors.

Patrol Chevrolet Caprice vehicles:

Dealer:	Price per Vehicle:	Extended Price w/EVTM(4):
Allan Vigil Ford - Morrow	\$29,604.00	\$118,616.00
Allan Vigil Ford - Fayetteville	\$29,721.14	\$119,087.21
Speedway Ford – Griffin	\$33,548.00	\$134,467.00

This purchase is necessary to maintain a sufficient fleet of patrol units and pool vehicles that have not exceeded 125,000 miles in compliance with the City's Personnel Policy Manual (I. Safety & Accident Reporting, section 7 – Repair & Replacement). Projections indicate the four (4) vehicles included in the table below are expected to exceed 125,000 miles prior to the arrival of the new patrol vehicles in approximately 3 months. If declared surplus, these vehicles will be turned over to Public Works for evaluation and distributed to other departments, or disposed of as determined by the city's Fleet Manager.

Vehicle Year	Make/Model	City Asset #	Current mileage	Projected mileage Apr 2017
2007	Ford Crown Vic	2096	114,420	128,533
2009	Ford Crown Vic	2126	113,761	122,261
2010	Ford Crown Vic	2127	125,522	Exceeded mileage Nov 16
2008	Ford Crown Vic	2061	112,594	118,594*

*Although below 125,000 miles they may accumulate 1200 miles/month and will exceed mileage prior to 2018 replacement cycle

Budget Impact:

The 2016 PIP budget for the four (4) replacement patrol vehicles is \$212,000.00. This will leave \$93,384.00 for the aftermarket accessories and radios.

2016 PIP Budget		\$212,000.00
2016 Ford Interceptor	actual	- \$118,616.00
Balance after purchase of vehicles		\$ 93,384.00
After market accessories	estimate	- \$ 71,000.00
Motorola Radios	actual	- \$ 21,851.00
	BALANCE	\$ 533.00

CITY OF PEACHTREE CITY

INTEROFFICE MEMORANDUM

TO: Mayor and Council Members

VIA: Jonathan N. Rorie, City Manager *JR*
Paul Salvatore, Financial Services Director *PS*
Kelly Bush, Assistant Financial Services Director *KB*
Angela Egan, Purchasing Agent

FROM: Janet Moon, Chief of Police *JM*

DATE: November 10th, 2016

SUBJECT: SMART car purchase
November 17th, 2016 City Council Meeting

Recommendation:

Staff recommends the purchase of a 2014 Smart Fortwo vehicle from the Norcross Police Department for the purchase price of \$8,000.00 utilizing State Forfeiture funds (account 203-3210).

Discussion:

The Norcross Police Department is eliminating a 2014 Smart car from their fleet. This vehicle was used in a law enforcement capacity and is outfitted with emergency lighting. The purchase price of \$8,000.00 is considerably cheaper than a used retail price of approximately \$9,500.00 given the extremely low miles of 1,200 and the included emergency lighting.

The Smart car will enhance the department's goal of increasing golf cart path safety. The Smart vehicle is similar in size to many of the city's existing golf carts which will allow for the patrolling of the city cart paths and still allow the transition to city streets and highways to remain in service to answer calls.

Budget Impact:

There is no anticipated budget impact to the city during the initial acquisition, as the vehicle and accessories will be purchased utilizing State Forfeiture funds or will be taken from decommissioned vehicles.

Vehicle purchase price	\$ 8,000.00
Graphics/siren	\$ 700.00
Cost	\$ 8,700.00

Future budget considerations for the Smart vehicle are as follows:

Preventative maintenance (100-3210-522275)	\$400.00/year
Gasoline (100-3210-531270)	\$400.00/year
	\$800.00/year

CITY OF PEACHTREE CITY

INTEROFFICE MEMORANDUM

TO: Mayor & Council Members

VIA: Jonathan N. Rorie, City Manager *JNR (PR)*

FROM: Betsy Tyler, Public Information Officer/City Clerk *BT*

DATE: November 11, 2016

SUBJECT: Consider Authorization of Private Fundraising for Police K-9
November 17, 2016, City Council Meeting

Recommendation:

That Council consider authorizing private fundraising for a new Police K-9.

Discussion:

In August, the Mayor and Council approved the retirement of one of the Police Department's two K-9s, Maik, due to his declining health. This necessity arose sooner than anticipated.

A group of citizens has approached the City about raising donations to provide a second Police K-9 to the Peachtree City Police Department. Chief Moon will provide information on the K-9 program and the related costs and introduce some of the citizens involved in this proposal.

Council authorization is needed for this type of fundraising effort to move forward on the City's behalf.

Budget Impact:

Donations would replace a future year's budget expenditure to replace the Police Department's second K-9.

CITY OF PEACHTREE CITY

INTEROFFICE MEMORANDUM

TO: Jonathan Rorie, City Manager 
VIA: Paul Salvatore, Financial Services Director *PS.*
Angela Egan, Purchasing Agent
FROM: Nancy Price, Amphitheater Manager
DATE: November 7, 2016
SUBJECT: Brand Name request for The Show Business
Nov. 17th Council Meeting

Recommendation

The Show Business has supplied Sound and Lighting Production and Backline Services for The Fred since 1997. They have provided exemplary service over the years and their contract is currently up for renewal at the end of December. The Amphitheater is requesting City Manager recognition of The Show Business as a continued Brand Name Provider for fiscal year 2016- 2017.

Discussion

Since the Show Business first started providing A/V services at the Fred, they have supplied 8 major improvements / upgrades to equipment packages during that 16-year period. Currently they provide a more modern and more requested package than what is used at Chastain Park Amphitheatre, Atlanta.

The Show Business currently handles, or has handled in the past A/V needs for Lakewood Amphitheater, Southern Ground Amphitheater, many events annually at GICC (Georgia International Convention Center) as well as GWCC (Georgia World Congress Center), Woodward Academy, the Union City concerts. The Show Business also provides A/V systems and technical support to entertainment venues in Los Angeles, Boston, New York, St. Louis, Charlotte and Columbia.

The current scope of responsibilities of The Show Business will be broadened to include oversight and management of the facility for the 2017 Summer Concert Season. This will include all artist advancement requirements as provided in the production and hospitality rider, as well as day of show management of the facility coordinator, box office and usher staff.

Budget Impact

Sound and Lighting Production is budgeted for \$95,500 for 2017. Payments for the additional duties total \$16,800 and will be paid monthly from April – September in the amount of \$2,400 per month. These additional funds will be reallocated from the Salaries portion of The Fred budget and will be available due to an anticipated vacancy.