

AGENDA
CITY COUNCIL REGULAR MEETING
G.L. Gilleland Council Chambers on 2nd Floor
Monday, February 5, 2018
7:00 P.M.

CALL TO ORDER

ROLL CALL

INVOCATION & PLEDGE

APPROVAL OF THE AGENDA

APPROVAL OF THE MINUTES

1. Minutes from the Executive Session held on January 8, 2018
2. Minutes from the Work Session and Regular Meeting and Executive Session minutes held on January 22, 2018

NEW BUSINESS

3. Procedure for Appointments to Boards, Commissions and Authorities
4. Ordinance Procedure Resolution
5. Surplus Equipment to list on GOVDEALS

PUBLIC HEARING

6. An Ordinance of the City of Dawsonville, Georgia to Amend Current Ordinance Chapter 6.5-51 Regarding the Regulation of Swimming Pools, Spas, and Recreational Water Parks to Conform with State Regulations; for Severability; and for Other Purposes

STAFF REPORTS

7. City Manager, Bob Bolz
8. Finance Administrator, Hayden Wiggins
9. Utilities Director, Gary Barr
10. Public Works Operations Manager, Trampas Hansard
11. Planning Director Casey Majewski

COUNCIL/MAYOR REPORTS

EXECUTIVE SESSION: Pending or Potential Litigation and Land Acquisition

ADJOURNMENT



**DAWSONVILLE CITY COUNCIL
EXECUTIVE SUMMARY FOR
AGENDA ITEM # 1 & 2**

SUBJECT: APPROVAL OF THE MINUTES

CITY COUNCIL MEETING DATE: 02/05/2018

BUDGET INFORMATION: GL ACCOUNT # NA

Funds Available from: Annual Budget Capital Budget Other

Budget Amendment Request from Reserve: Enterprise Fund General Fund

PURPOSE FOR REQUEST:

- **TO PRESENT THE MINUTES FROM THE EXECUTIVE SESSION HELD: JANUARY 8, 2018**
 - **TO PRESENT THE MINUTES FROM THE WORK SESSION AND REGULAR MEETING AND EXECUTIVE SESSION HELD: JANUARY 22, 2018**
-

HISTORY/ FACTS / ISSUES:

OPTIONS:

AMEND OR APPROVE AS PRESENTED

RECOMMENDED SAMPLE MOTION:

REQUESTED BY: Beverly Banister, City Clerk

MINUTES
CITY COUNCIL REGULAR MEETING
January 22, 2018
7:00 P.M.

CALL TO ORDER: Appointed Mayor Mike Eason called the meeting to order at 7:00 p.m.

ROLL CALL: Present were Councilmember Jason Power, Councilmember Mark French, Councilmember Caleb Phillips, Councilmember Stephen Tolson, City Attorney Dana Miles, City Manager Bob Bolz, City Clerk Beverly Banister, Utilities Director Gary Barr, Public Works Operations Manager Trampas Hansard and Planning Director Casey Majewski.

INVOCATION AND PLEDGE: Invocation and pledge was led by Councilmember Caleb Phillips.

APPROVAL OF THE AGENDA: Motion to approve the agenda as presented by S. Tolson/J. Power. Vote carried unanimously in favor.

1. **MINUTES:** Motion to approve the minutes from the regular meeting held January 8, 2018 made by J. Power/C. Phillips. Vote carried unanimously in favor.

WORK SESSION

2. **PLANNING COMMISSION BOARD MEMBERS VACANCIES:** Planning Director Casey Majewski reported BJ Farley and Stan Worley have resigned from the Planning Commission; both have agreed to stay on until replacements can be found. Additionally, another two Planning Commission seats will expire in April; they are Steven Sanvi and Ken Breeden. They are both interested in continuing to serve. Majewski welcomed nominations from the Council. Majewski also mentioned DDA board members whose terms are expiring in February; they are Kevin Hammond, Tim Costly and Jeremy Porter.
3. **GA DEPARTMENT OF PUBLIC HEALTH RULES FOR SWIMMING POOLS, SPAS AND RECREATIONAL WATER PARKS:** Planning Director Casey Majewski reported on being notified by Dawson County that they have rescinded their public health rules for swimming pools and parks and have adopted the State's public health rules. Staff recommendation is for approval of the State's rules which are very extensive for the City. Council instructed City Attorney to devise an ordinance amendment for sections 6.5 – 51 - 2 and 6.5 – 50 per staff recommendation to adopt the State's public health rules.

EXECUTIVE SESSION

At 7:11 p.m. the Council motioned to close regular session and go into executive session for the purpose of Pending or Potential Litigation and Land Acquisition made by M. French/J. Power. Vote carried unanimously in favor.

At 7:40 p.m. a motion to close executive session and resume regular session was made by C. Phillips/J. Power. Vote carried unanimously in favor.

ADJOURNMENT

With there being no further business to attend to, a motion was made to adjourn the meeting at 7:40 p.m. by S. Tolson/J. Power. Vote carried unanimously in favor.

**MINUTES
CITY COUNCIL REGULAR MEETING
January 22, 2018
7:00 P.M.**

By: CITY OF DAWSONVILLE

Michael Eason, Appointed Mayor

Caleb Phillips, Councilmember

Jason Power, Councilmember

Stephen Tolson, Councilmember

Mark French, Councilmember

Attested: _____
Tracy Smith, Deputy City Clerk



**DAWSONVILLE CITY COUNCIL
EXECUTIVE SUMMARY FOR
AGENDA ITEM # 3**

SUBJECT: PROCEDURE FOR APPOINTMENTS TO BOARDS, COMMISSIONS AND AUTHORITIES

CITY COUNCIL MEETING DATE: 02/05/2018

BUDGET INFORMATION: GL ACCOUNT # NA

Funds Available from: Annual Budget Capital Budget Other

Budget Amendment Request from Reserve: Enterprise Fund General Fund

PURPOSE FOR REQUEST:

REVIEW OF PROPOSED PROCEDURE FOR APPOINTMENTS

HISTORY/ FACTS / ISSUES:

OPTIONS:

AMEND OR APPROVE AS PRESENTED

RECOMMENDED SAMPLE MOTION:

REQUESTED BY: Mike Eason, Mayor



MEMORANDUM

TO: Council and City Manager
FROM: Mike Eason, Mayor
SUBJECT: Proposed Procedure for Appointments to Boards, Commissions and Authorities

When a name is submitted for a position to serve on one of the boards, commissions and/or authorities for the City of Dawsonville, I recommend the following steps:

1. A City staff member, as determined by the City Manager, vet the candidate as outlined below:
 - Ensure they meet the requirements of the position, residency, interest in the community, etc.
 - Determine their background to serve as a member of a board, commission and authority of the City
 - Meet with the candidate to explain requirements and responsibilities of the position, including training requirements
2. At least 2 councilmembers meet with the candidate and discuss what the candidate brings to the position being considered
3. Discuss the appointments with the Chairperson of each board, commission and authority
4. When the vote comes before City Council; the candidate should be present at the meeting when they are appointed



DAWSONVILLE CITY COUNCIL
EXECUTIVE SUMMARY FOR
AGENDA ITEM # 4

SUBJECT: ORDINANCE PROCEDURE RESOLUTION

CITY COUNCIL MEETING DATE: 02/05/2018

BUDGET INFORMATION: GL ACCOUNT # NA

Funds Available from: Annual Budget Capital Budget Other

Budget Amendment Request from Reserve: Enterprise Fund General Fund

PURPOSE FOR REQUEST:

TO CONSIDER RESOLUTION FOR ORDINANCE PROCEDURE

HISTORY/ FACTS / ISSUES:

OPTIONS:

AMEND OR APPROVE AS PRESENTED

RECOMMENDED SAMPLE MOTION:

REQUESTED BY: Beverly Banister, City Clerk/ Dana Miles, City Attorney

**A RESOLUTION FOR THE PURPOSE OF SETTING FORTH
APPROPRIATE PROCEDURES FOR PUBLIC NOTICE OF
ORDINANCES TO BE CONSIDERED FOR ADOPTION BY THE CITY**

WHEREAS, the City Charter of Dawsonville in Section 2.24 provides, *inter alia*, that “(u)pon introduction of any ordinance, the clerk shall distribute a copy to the mayor and to each councilmember before the same is adopted and at the same time shall file a reasonable number of copies in the office of the clerk and at such other public places as the city council may designate”; and

WHEREAS, the purpose of this Resolution is for the City Council to designate the public places it desires the Clerk to place any proposed ordinance so that it may be available for review by members of the public;

NOW THEREFORE, the Council of the City of Dawsonville hereby resolves as follows:

A copy of all proposed ordinances shall be maintained by the Clerk in the office of Clerk and shall be provided at no charge to any member of the public who requests the same. In addition, the Clerk will post a copy of the proposed ordinance on the City website and will transmit by electronic means a copy of the proposed ordinance to the legal organ of Dawson County. There is no requirement that the proposed ordinance be published in the legal organ of Dawson County or maintained on the City website after it is passed or defeated. Once an ordinance is passed, it shall be transmitted by the Clerk to Municode and will be available to the public thereafter through Municode.com.

The procedure set forth hereinabove shall not apply to any emergency ordinance.

SO RESOLVED this ____ day of February, 2018.

Mike Eason
Mayor

Caleb Phillips
Council Member

Stephen Tolson
Council Member

Jason Power
Council Member

Mark French
Council Member

Attested to:

Beverly Bannister, Clerk

(seal)



DAWSONVILLE CITY COUNCIL
EXECUTIVE SUMMARY FOR
AGENDA ITEM # 5

SUBJECT: SURPLUS EQUIPMENT TO LIST ON GOVDEALS

CITY COUNCIL MEETING DATE: 02/05/2018

BUDGET INFORMATION: GL ACCOUNT # NA

Funds Available from: Annual Budget Capital Budget Other

Budget Amendment Request from Reserve: Enterprise Fund General Fund

PURPOSE FOR REQUEST:

TO OBTAIN PERMISSION TO LIST EQUIPMENT ON GOVDEALS

HISTORY/ FACTS / ISSUES:

**1960 FORD TRACTOR
1977 FORD TRACTOR
2001 FORD 4x4 PICKUP
2008 TRUCK TOOL BODY
HYDRAULIC LIFT**

OPTIONS:

APPROVE OR DENY

RECOMMENDED SAMPLE MOTION:

REQUESTED BY: BOB BOLZ, CITY MANAGER



**DAWSONVILLE CITY COUNCIL
EXECUTIVE SUMMARY FOR
AGENDA ITEM # 6**

SUBJECT: ORDINANCE AMENDMENT 6.5-51

DATE(s): WORK SESSION 02/05/2018 CITY COUNCIL MEETING

BUDGET INFORMATION: GL ACCOUNT # _____

Funds Available from: _____ Annual Budget _____ Capital Budget Other _____

Budget Amendment Request from Reserve: _____ Enterprise Fund _____ General Fund

PURPOSE FOR REQUEST:

PUBLIC HEARING

AN ORDINANCE OF THE CITY OF DAWSONVILLE, GEORGIA TO AMEND CURRENT ORDINANCE CHAPTER 6.5-51 REGARDING THE REGULATION OF SWIMMING POOLS, SPAS, AND RECREATIONAL WATER PARKS TO CONFORM WITH STATE REGULATIONS; FOR SEVERABILITY; AND FOR OTHER PURPOSES (FIRST READING 02/05/2018)

HISTORY/ FACTS / ISSUES:

OPTIONS:

RECOMMENDED SAMPLE MOTION:

DEPARTMENT: CASEY MAJEWSKI, PLANNING DIRECTOR

FIRST READING DATE: FEBRUARY 5, 2018

SECOND READING DATE: FEBRUARY 19, 2018

ORD #2018-01

AN ORDINANCE OF THE CITY OF DAWSONVILLE, GEORGIA TO AMEND CURRENT ORDINANCE CHAPTER 6.5-51 REGARDING THE REGULATION OF SWIMMING POOLS, SPAS, AND RECREATIONAL WATER PARKS TO CONFORM WITH STATE REGULATIONS; FOR SEVERABILITY; AND FOR OTHER PURPOSES

WHEREAS, the City has an interest in protecting, preserving, and promoting the health, safety and welfare of the citizens of the City of Dawsonville through the regulation of swimming pools, spas, and recreational water parks;

WHEREAS, Section 1.12(21) of the Charter of the City of Dawsonville provides that the City shall have the authority to prescribe standards of health and sanitation and to provide for the enforcement of such standards;

WHEREAS the City previously incorporated Dawson County's rules and regulations regarding swimming pools, spas, and recreational water parks;

WHEREAS the Dawson County Board of Health recently eliminated its local rules and regulations regarding swimming pools, spas, and recreational water parks and has adopted the Georgia Department of Public Health Rules of Swimming Pools, Spas and Recreational Water Parks;

WHEREAS the City has specifically drafted this ordinance to incorporate the statutes and regulations of the State of Georgia regarding swimming pools, spas, and recreational water parks, and any future local rules and regulations of the Dawson County Board of Health regarding the same;

NOW, THEREFORE, THE COUNCIL OF THE CITY OF DAWSONVILLE HEREBY ORDAINS as follows:

SECTION ONE. *Enactment of a new Section 6.5-51: Local board of health enactments.*

Section 6.5-51 of the Code of the City of Dawsonville is hereby enacted, which shall read as follows:

Sec. 6.5-51. - Local board of health enactments.

Pursuant to O.C.G.A. § 31-3-1, et seq., in addition to the above-referenced rules and regulations of the Georgia DHR, the City hereby adopts the state statutes and regulations as

amended from time to time and the local rules and regulations enacted by the Dawson County Board of Health, if any, on the following subjects:

- (1) Statutes, rules and regulations concerning tattoo and body art, enacted by resolution dated April 17, 2001, as amended and adopted by the Dawson County Commission on August 5, 2004, which are hereby set forth verbatim herein and adopted by the city upon lawful adoption of this chapter.
- (2) Statutes, rules and regulations concerning swimming pools, spas and recreational water parks, including but not limited to Georgia Department of Public Health Rules and Regulations Public Swimming Pools, Spas and Recreational Water Parks Chapter 511-3-5, as the same may be amended from time to time, which are hereby set forth verbatim herein and adopted by the city upon lawful adoption of this chapter.
- (3) Statutes, rules and regulations concerning rabies control, enacted by resolution dated April 9, 2001, as the same may be amended from time to time, which are hereby set forth verbatim herein and adopted by the city upon lawful adoption of this chapter.
- (4) Statutes, rules and regulations concerning minimum lot size for on-site sewage disposal systems (septic tanks), enacted by resolution dated June 22, 2004, as the same may be amended from time to time, which are hereby set forth verbatim herein and adopted by the city upon lawful adoption of this chapter.

The above-mentioned statutes, rules, and regulations are hereby adopted by the City in accordance with state law, and are further hereby adopted and approved for enforcement as set forth herein.

Copies of those rules and regulations enacted by the Dawson County Board of Health (if any), and having been adopted by the city, are on file at the Dawson County Board of Health, where the same are available for inspection and copying by the public during regular business operating hours.

All ordinances and parts of ordinances in conflict with this ordinance are hereby repealed. If any section, provision or clause of any part of this ordinance shall be declared invalid or unconstitutional, or if the provisions of any part of this ordinance as applied to any particular situation or set of circumstances shall be declared invalid or unconstitutional, such invalidity shall not be construed to affect the portions of this ordinance not so held to be invalid, or the application of this ordinance to other circumstances not so held to be invalid. It is hereby declared as the intent that this ordinance would have been adopted had such invalid portion not been included herein.

This ordinance shall be effective upon passage by the Mayor and Council of the City of Dawsonville, Georgia.

[Execution only on Following Page]

CITY OF DAWSONVILLE, GEORGIA

By: _____
Mike Eason, Mayor

Caleb Phillips, Council Member

Jason Power, Council Member

Mark French, Council Member

Stephen Tolson, Council Member

ATTESTED TO BY:

Beverly Banister, City Clerk



DAWSONVILLE CITY COUNCIL
EXECUTIVE SUMMARY FOR
AGENDA ITEM # 8

SUBJECT: STAFF REPORT : FINANCE ADMINISTRATOR

DATE: 2/05/18 CITY COUNCIL MEETING

BUDGET INFORMATION: GL ACCOUNT # _____

Funds Available from: _____ Annual Budget _____ Capital Budget Other _____

Budget Amendment Request from Reserve: _____ Enterprise Fund _____ General Fund

PURPOSE FOR REQUEST:

Financial update

HISTORY/ FACTS / ISSUES

Please see financial reports

OPTIONS:

None

RECOMMENDED SAMPLE MOTION:

REQUESTED BY: Hayden Wiggins, Finance Administrator

CITY OF DAWSONVILLE, GEORGIA
 GENERAL FUND
 July 1, 2017 - December 31, 2017

	Budget	Actual	Percentage
REVENUES			
Taxes	\$ 1,249,522	\$ 786,543	62.95%
Licenses and permits	103,825	96,219	92.67%
Intergovernmental revenues	25,100	500	1.99%
Fees	206,790	56,546	27.34%
Other	66,470	41,346	62.20%
Total revenues	1,651,707	981,154	59.40%
EXPENDITURES			
Department:			
Council	128,000	52,553	41.06%
Mayor	60,000	16,670	27.78%
Elections	12,000	-	0.00%
Administration	576,590	335,726	58.23%
City Hall building	198,017	104,845	52.95%
Animal control	2,000	108	5.40%
Roads	376,800	133,229	35.36%
Parks	3,000	225	7.50%
Planning and zoning	268,300	147,995	55.16%
Economic development	27,000	21,000	77.78%
Total expenditures	1,651,707	812,351	49.18%
TOTAL REVENUES OVER EXPENDITURES		168,803	

CITY OF DAWSONVILLE, GEORGIA
WATER, SEWER AND GARBAGE FUND
July 1, 2017 - December 31, 2017

	Budget	Actual	Percentage
REVENUES			
Water fees	\$ 566,793	\$ 327,441	57.77%
Sewer fees	659,537	379,123	57.48%
Garbage fees	123,000	67,989	55.28%
Miscellaneous	219,468	42,577	19.40%
Total revenues	1,568,798	817,130	52.09%
EXPENDITURES			
Bad debts	1,921	411	21.40%
Depreciation	414,000	206,508	49.88%
Garbage service	90,350	48,881	54.10%
Group insurance	75,500	41,863	55.45%
Insurance	33,000	-	0.00%
Interest	109,605	54,810	50.01%
Payroll taxes	16,600	9,168	55.23%
Professional	109,500	45,822	41.85%
Miscellaneous	75,722	23,668	31.26%
Repairs/supplies	210,000	147,965	70.46%
Retirement	15,500	7,682	49.56%
Salaries	246,000	123,420	50.17%
Technical services	56,000	21,299	38.03%
Utilities	115,100	53,877	46.81%
Total expenditures	1,568,798	785,374	50.06%
INCOME (LOSS)		31,756	

CITY OF DAWSONVILLE, GEORGIA
 SPLOST
 July 1, 2017 - December 31, 2017

SPLOST VI

	<u>Budget</u>	<u>Actual</u>	<u>Percentage</u>
REVENUES			
Taxes	1,150,000	592,253	51.50%
Interest	<u>1,200</u>	<u>1,497</u>	<u>124.75%</u>
Total revenues	<u>1,151,200</u>	<u>593,750</u>	<u>51.58%</u>
EXPENDITURES (Capital Outlays)			
City hall acquisition	191,667	82,911	43.26%
Roads and sidewalks	191,667	11,758	6.13%
Public works equipment - roads	63,889	34,700	54.31%
Sewer projects	95,833	4,469	4.66%
Public works equipment - sewer	63,889	-	0.00%
Water projects	95,833	14,381	15.01%
Public works equipment - water	63,889	-	0.00%
Farmers market	191,666	-	0.00%
Parks and recreation	<u>192,867</u>	<u>124,980</u>	<u>64.80%</u>
Total expenditures	<u>1,151,200</u>	<u>273,199</u>	<u>23.73%</u>
TOTAL REVENUES OVER EXPENDITURES		<u><u>320,551</u></u>	

SPLOST V

	<u>Budget</u>	<u>Actual</u>	<u>Percentage</u>
REVENUES			
Taxes	-	-	0.00%
Interest	<u>200</u>	<u>121</u>	<u>60.50%</u>
Total revenues	<u>200</u>	<u>121</u>	<u>60.50%</u>
EXPENDITURES (Capital Outlays)			
Roads and sidewalks	<u>130,138</u>	<u>110,101</u>	<u>84.60%</u>
TOTAL REVENUES OVER EXPENDITURES		<u>(109,980)</u>	
OTHER FINANCING SOURCES (USES)			
Contingency/Reserves		<u>109,980</u>	
NET CHANGE IN FUND BALANCE		<u><u>-</u></u>	