

AGENDA
CITY COUNCIL REGULAR MEETING
G.L. Gilleland Council Chambers on 2nd Floor
Monday, January 8, 2018
7:00 P.M.

CALL TO ORDER

ROLL CALL

INVOCATION & PLEDGE

APPROVAL OF THE AGENDA

APPROVAL OF THE MINUTES

1. Minutes from the regular meeting held December 18, 2017

NEW BUSINESS

2. 2018 Mayor and Council Board Designations
3. Historic Preservation Commission (HPC) Appointments
4. Service Agreement – Preventative Maintenance on Generators

STAFF REPORTS

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

EXECUTIVE SESSION: Potential or Pending Litigation, Personnel, and Land Acquisition

ADJOURNMENT



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

SUBJECT: APPROVAL OF THE MINUTES

CITY COUNCIL MEETING DATE: 01-08-2018

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 REGULAR MEETING HELD: DECEMBER 18, 2017

HISTORY/ FACTS / ISSUES:

OPTIONS:

AMEND OR APPROVE AS PRESENTED

RECOMMENDED SAMPLE MOTION:

REQUESTED BY: Beverly Banister, City Clerk

MINUTES
CITY COUNCIL REGULAR MEETING
December 18, 2017
5:00 P.M.

CALL TO ORDER: Appointed Mayor Mike Eason called the meeting to order at 5:00 p.m.

ROLL CALL: Present were Appointed Mayor Mike Eason, Councilmember Jason Power, Councilmember Angie Smith, Councilmember Caleb Phillips, Councilmember Mike Sosebee, City Attorney Dana Miles, City Manager Bob Bolz, City Clerk Beverly Banister, Utilities Director Gary Barr, Public Works Operations Manager Trampas Hansard, Planning Director Casey Majewski, Finance Administrator Hayden Wiggins and Deputy City Clerk Tracy Smith.

INVOCATION AND PLEDGE: Invocation was led by Councilmember Angie Smith and pledge was led by Councilmember Mike Sosebee.

AGENDA: Motion to amend the agenda by moving the Executive Session for Land Acquisition and Pending or Potential Litigation to after item #1 Approval of the Minutes made by C. Phillips/J. Power. Vote carried unanimously in favor.

Motion to approve the agenda as amended by J. Power/M. Sosebee. Vote carried unanimously in favor.

APPROVAL OF THE MINUTES: Motion to approve the minutes of the regular meeting held December 4, 2017 minutes made by J. Power/M. Sosebee. Vote carried unanimously in favor.

EXECUTIVE SESSION

At 5:03 p.m. the Council motioned to close regular session and go into executive session for the purpose of Land Acquisition and Pending or Potential Litigation made by M. Sosebee/J. Power. Vote carried unanimously in favor.

At 5:15 p.m. a motion to close executive session and resume Regular Session was made by J. Power/M. Sosebee. Vote carried unanimously in favor.

BUSINESS

COMPREHENSIVE PLAN ADVISORY BOARD APPOINTMENTS: Planning Director Casey Majewski clarified she is seeking approval not appointment for the comprehensive plan advisory board members. The individuals recommended and agreed to serve are:

Terrence Sicilia
Charles Pierce
Mary Herr
Steve Sanvi
Lanier Swafford
Christie Haynes

Angie Smith
James Bearden
Dan Elliott
Colleen Simrell
Linda Hudson
Misti Moore

Additionally, Matt Falstrom has been contacted but has not confirmed with Majewski to date. Motion to approve the staff recommendations submitted for the comprehensive plan advisory board made by M. Sosebee/C. Phillips. Vote carried 3 in favor (Sosebee, Phillips and Power) with 1 abstaining (Smith)

LAND ACQUISITION: Motion to purchase the Hamby easement along Pigeon Creek out of SPLOST VI water and sewer for \$10,000 with the option to buy the surrounding 30 acres at \$5,000 per acre by C. Phillips/J. Power. Vote carried unanimously in favor.

**MINUTES
CITY COUNCIL REGULAR MEETING
December 18, 2017
5:00 P.M.**

Motion to enter into a contract to purchase 82 Allen Street for the purpose of the farmer's market for the amount of \$90,000 to be paid by SPLOST VI by A. Smith/M. Sosebee. Vote carried unanimously in favor.

2018 ALCOHOL LICENSE RENEWALS: Planning Director Casey Majewski presented the remaining applications for 2018 alcohol license renewal approval; they are as follows:

- Dawsonville Moonshine Distillery 415 Hwy 53 E, Ste 120
- Dawsonville Tavern 29 Main Street
- Fajita Grill #2 14 Malala Drive
- Neighborhood Conv Store 75 Hwy 9 North

Motion to approve the four applications presented for Alcoholic Beverage License renewals for 2018 made by C. Phillips/J. Power. Vote carried unanimously in favor.

CONDITIONAL USE APPLICATION FOR TATTOO SHOP: Planning Director Casey Majewski made Council aware of a conditional use application for a tattoo shop that will be heard at Planning Commission in January and then later at City Council. The proposed location is in the Historic District on Route 9 South. Currently that use is not allowed in the Historic District.

TRAINING, CONFERENCE AND EVENT APPROVAL FOR APPOINTED MAYOR: Motion to approve training, conference and event registration, lodging and mileage for appointed mayor by J. Power/A. Smith. Vote carried unanimously in favor.

RECOGNIZE COUNCILMEMBER ANGIE SMITH AND COUNCILMEMBER MIKE SOSEBEE: Mayor Pro-Tem Jason Power presented Mike Sosebee and Angie Smith individually with plaques thanking them for their service and dedication to the City of Dawsonville.

RECOGNIZE ALL CITY STAFF: City Manager Bob Bolz recognized the City staff by name for an outstanding job. They are:

Beverly Banister	Tracy Smith	Levi Foulks
Gary Barr	Sara Beacham	Westin Lee
Trampas Hansard	Savanna Barker (absent)	Justin Steward
Casey Majewski	Stacy Harris	Alex Miller
Hayden Wiggins	Nalita Copeland	Jessie Ray (absent)
Donna Blanton	Blake Croft	Jacob Barr

Bolz also mentioned Jacob Barr was recognized at the City's Employee of the Year by the Rotary Club.

PUBLIC HEARINGS

An Ordinance to Amend Section 2.13 of the Charter of the City of Dawsonville so as to Reduce the Compensation of the Mayor; To Clarify Compensation for Meetings Beyond the First Regular Meeting of the Month; to Provide for Future Amendment to the Compensation, Expenses and Reimbursement Paid to the Mayor and City Council Members for Their Service by Ordinance; And for Other Purposes

The public hearing was unanimously opened by J. Power/A. Smith. City Attorney Dana Miles presented the ordinance to amend the charter and conducted the public hearing. No one spoke in favor or opposition. A motion to close public hearing was made by A. Smith/C. Phillips. Vote carried unanimously.

MINUTES
CITY COUNCIL REGULAR MEETING
December 18, 2017
5:00 P.M.

Miles informed Council two public hearings on the ordinance to amend the charter have now been heard, December 4 and December 18, 2017, and properly advertised; it is now ripe for a second consideration and vote. Councilmember Smith spoke regarding the research and background done by Council on reducing the Mayor's salary referencing the Georgia DCA 2017 Municipal Wage and Salary Survey citing Dawsonville has the highest paid mayor in our population category. Motion to approve the ordinance to amend Section 2.13 of the Charter of the City of Dawsonville made by C. Phillips/J. Power. Vote carried 3 in favor (Phillips, Smith and Power) with 1 against (Sosebee). (Exhibit "A")

An Ordinance to Amend Sections 5.11 and 5.16 of the Charter of the City of Dawsonville so as to Create District Posts for Council Members; To Clarify and Make the Removal Process Consistent with State Law; And for Other Purposes

The public hearing was unanimously opened by J. Power/C. Phillips. City Attorney Dana Miles presented the ordinance to amend the charter and conducted the public hearing. He noted that according to comply with state and federal law the districts will be created subsequent to the approval of the charter amendment and the districts will be created based on the census. No one spoke in favor. Christie Haynes whom resides at 55 Pearl Chambers Drive spoke during the opposition segment stating she was not opposed or for it but despite the law she proposed having the districts drawn out for public viewing since it was unclear what they would look like just by reading the ordinance amendment. A motion to close public hearing was made by A. Smith/C. Phillips. Vote carried unanimously.

Motion to approve the ordinance to amend Sections 5.11 and 5.16 of the Charter of the City of Dawsonville made by C. Phillips/J. Power. Vote carried 3 in favor (Phillips, Smith and Power) with 1 against (Sosebee). (Exhibit "B")

Alcoholic Beverage License Application: Chiragkumar Patel of Discount Package Store has applied for the issuance of a license for a retail package for wine and distilled spirits at the following premises: 2131 Highway 9 North Suite 200, Dawsonville, Georgia 30534

The public hearing was unanimously opened by J. Power/ A. Smith. City Attorney Dana Miles presented the alcoholic beverage license application and conducted the public hearing. No one spoke in favor or opposition. A motion to close the public hearing was made by A. Smith/J. Power. Vote carried unanimously.

Motion to approve the alcoholic beverage license application for Chiragkumar Patel of Discount Package Store made by J. Power/C. Phillips. Vote carried unanimously in favor.

Alcoholic Beverage License Application: Jorge Homero Sanchez has applied for the issuance of a license for consumption on the premises for beer, wine and distilled spirits at the following premises: El Rio Mexican Café, 69 Highway 9 South, Dawsonville, Georgia 30534

The public hearing was unanimously opened by J. Power/ A. Smith. City Attorney Dana Miles presented the alcoholic beverage license application and conducted the public hearing. No one spoke in favor or opposition. A motion to close the public hearing was made by A. Smith/J. Power. Vote carried unanimously.

Motion to approve the alcoholic beverage license application for Jorge Homero Sanchez at El Rio Mexican Cafe made by M. Sosebee/J. Power. Vote carried unanimously in favor.

MINUTES
CITY COUNCIL REGULAR MEETING
December 18, 2017
5:00 P.M.

OATH OF OFFICE

SWEARING IN OF NEWLY ELECTED OFFICIALS:

Councilmember Elect Stephen Tolson was sworn in to office as Councilmember by City Attorney Dana Miles; he subsequently executed the oath of office. (Exhibit "C")

Councilmember Elect Mark French was sworn in to office as Councilmember by City Attorney Dana Miles; he subsequently executed the oath of office. (Exhibit "D")

APPOINT 2018 MAYOR PRO TEM: Motion to appoint Jason Power as Mayor Pro Tem made by C. Phillips/M. French. Vote carried unanimously.

ADJOURNMENT

With there being no further business to attend to, the meeting was adjourned at 5:58 p.m. by motion: S. Tolson/J. Power. Vote carried unanimously in favor.

By: CITY OF DAWSONVILLE

Appointed Mayor, Michael Eason

Councilmember, Caleb Phillips

Councilmember, Jason Power

Councilmember, Stephen Tolson

Councilmember, Mark French

Attested: _____
Beverly Banister, City Clerk

FIRST READING	November 13, 2017
FIRST CONSIDERATION	December 4, 2017
SECOND CONSIDERATION	December 18, 2017
PUBLICATION DATES:	November 22, 2017, November 29, 2017 and December 6, 2017

AN ORDINANCE TO AMEND SECTION 2.13 OF THE CHARTER OF THE CITY OF DAWSONVILLE SO AS TO REDUCE THE COMPENSATION OF THE MAYOR; TO CLARIFY COMPENSATION FOR MEETINGS BEYOND THE FIRST REGULAR MEETING OF THE MONTH; TO PROVIDE FOR FUTURE AMENDMENT TO THE COMPENSATION, EXPENSES AND REIMBURSEMENT PAID TO THE MAYOR AND CITY COUNCIL MEMBERS FOR THEIR SERVICE BY ORDINANCE; AND FOR OTHER PURPOSES.

WHEREAS, an Act was passed in the Georgia Legislature in April of 1996 providing a new Charter for the City of Dawsonville and for other purposes;

WHEREAS, Section 2.13 of the City Charter sets forth the compensation paid and expenses subject to reimbursement for the Mayor and members of the City Council members;

WHEREAS, Section 2.13(a) of the City Charter set the compensation of the mayor and each council member beginning on January 1, 2008 and at that time the City did not have a City Manager;

WHEREAS, the City has hired a City Manager who performs many of the duties that were formerly performed by the Mayor when there was no City Manager;

WHEREAS, the City has conducted a study of compensation to Mayors of similarly situated cities with acting City Managers throughout the state of Georgia and found that most receive compensation much lower than that currently paid to the Mayor;

WHEREAS, Section 2.13(c) of the City Charter provides that the mayor and council shall be authorized to fix the salary, compensation and expenses of the mayor and each member of the council in accordance with the provisions of O.C.G.A. § 36-35-4;

WHEREAS, Georgia law does not require that the compensation of the mayor and city council be contained in the City's Charter;

WHEREAS, the City now desires to amend Section 2.13 of the City Charter to allow the compensation of the mayor and each member of the city council to be revised as part of the Code of Ordinances for the City, as opposed to requiring future amendments to the City's Charter; and

WHEREAS, the City desires to clarify compensation for meetings beyond the first regular meeting of the month that are attended by the mayor and council members on behalf of the City.

NOW THEREFORE, THE COUNCIL OF THE CITY OF DAWSONVILLE, GEORGIA HEREBY ORDAINS AS FOLLOWS:

Sections 2.13(a) and (c) of the City Charter, as amended, are deleted in their entirety and the new sections set forth below are inserted. All other sub-sections of Section 2.13 and all other sections of the City Charter not specifically amended by this ordinance shall remain in full force and effect. A copy of this Charter Amendment along with all other required documents shall be provided to the Secretary of State in accordance with O.C.G.A. § 36-35-5.

Sections 2.13(a) and (c) of the City Charter shall read as follows:

Section 2.13. Compensation and expenses.

- (a) The compensation of the mayor shall be \$600.00 per month and the compensation of each council member shall be \$500.00 per month, until such time as the compensation of the mayor and/or council are amended by ordinance adding to or amending the City's Code of Ordinances in accordance with sub-section (c). In

addition to this monthly compensation, the mayor and council members shall also be paid \$100.00 per individual for each city council meeting and for any other meeting that has been pre-approved for compensation by the council that they attend other than the first regular city council meeting of the month.

(c) Pursuant to O.C.G.A. § 36-35-4 as now and hereafter amended, the salary, compensation and expenses of the mayor and each member of the city council may hereafter be established by Ordinance amending the City's Code of Ordinances.

This ordinance shall take effect and be in force from and after January 1, 2018.

SO ADOPTED by the City Council of Dawsonville, Georgia, this 18 day of December, 2017.

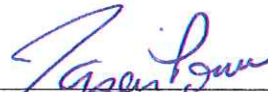
CITY OF DAWSONVILLE



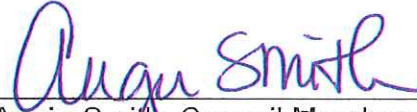
Michael Eason, Appointed Mayor



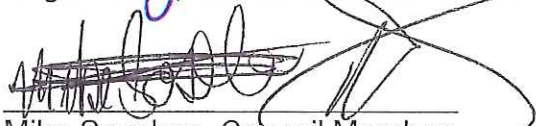
Caleb Phillips, Council Member



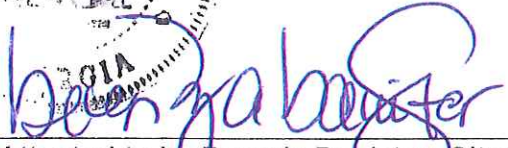
Jason Power, Council Member



Angie Smith, Council Member



Mike Sosebee, Council Member



Attested to by Beverly Bahister, City Clerk

FIRST READING	November 13, 2017
FIRST CONSIDERATION	December 4, 2017
SECOND CONSIDERATION	December 18, 2017
PUBLICATION DATES:	November 22, 2017, November 29, 2017 and December 6, 2017

AN ORDINANCE TO AMEND SECTIONS 5.11 and 5.16 OF THE CHARTER OF THE CITY OF DAWSONVILLE SO AS TO CREATE DISTRICT POSTS FOR COUNCIL MEMBERS; TO CLARIFY AND MAKE THE REMOVAL PROCESS CONSISTENT WITH STATE LAW; AND FOR OTHER PURPOSES.

WHEREAS, an Act was passed in the Georgia Legislature in April of 1996 providing a new Charter for the City of Dawsonville and for other purposes;

WHEREAS, Section 5.11 of the City Charter sets forth the procedure for election procedures and requirements for the elected offices of the Mayor and members of the City Council members;

WHEREAS, the City desires to amend the election procedures and requirements to provide for geographic district posts in which each Council Member resides with a substantially similarly sized population in each district beginning on January 1, 2018; and

WHEREAS, the City now desires to amend Section 5.16 of the City Charter to clarify the same and make it consistent with state and federal law.

NOW THEREFORE, THE COUNCIL OF THE CITY OF DAWSONVILLE, GEORGIA HEREBY ORDAINS AS FOLLOWS:

Section 5.11 (e) of the City Charter, as amended, is deleted in its entirety and a new Section 5.11 (e) along with a new section 5.11 (g) as set forth below is enacted and inserted. All other sub-sections of Section 5.11 and all other sections of the City Charter not specifically amended by this ordinance shall remain in full force and effect. Section 5.16 of the City Charter, as amended, is deleted in its entirety and a new Section 5.16 as set forth below is enacted and inserted. All other sub-sections of Section 5.16 and all other sections of the City Charter not specifically amended by this ordinance shall remain in full force and effect. A copy of this Charter Amendment along

with all other required documents shall be provided to the Secretary of State in accordance with O.C.G.A. § 36-35-5.

Sections 5.11 (e) and (g) of the City Charter shall read as follows:

Section 5.11. Regular Elections

(e) The mayor and each council member shall be elected by the electors voting in the entire city at large. The mayor may reside in any district of the city as set forth in subsection (g) below. Each council member must reside in the district as set forth in subsection (g) below that they qualify for both at the time of qualification for that district post and throughout their elected service for that position. Each elector shall be entitled to vote for one candidate for each municipal office which is to be filled at any election. At the general municipal election conducted in 2019 and every four years thereafter, the candidates who receive the highest number of votes cast for the office of mayor and council member posts 1 and 3 shall be the persons elected to those offices. At the general municipal election conducted in 2021 and every four years thereafter, the candidates who receive the highest number of votes cast for council member posts 2 and 4 shall be the persons elected to those offices.

(g) There shall be four council member districts of approximately equal populations that shall be created and modified by ordinance as required by this Charter, state and federal law. In drawing district lines to achieve similar populations in each district, the Council shall take into account neighborhoods, roads and other landmarks or land divisions that provide appropriate lines between districts. The four districts shall be each be represented by one council member who shall run for and be elected to that district post. The four district posts shall be known as Post 1, Post 2, Post 3 and Post 4. As of January 1, 2018, Post 1 is held by council member Caleb Phillips, Post 2 is held by council member Steve Tolson, Post 3 is held by council member Jason Power and Post 4 is held by council member Mark French. Any candidate for a council member position shall qualify only for the post of the district in which they reside and shall designate the post which the candidate is seeking when qualifying. The designation shall be entered upon the ballot in such manner so that in the ensuing election such candidate shall only oppose the other candidate or candidates, if any, designating the same specific district post.

Section 5.16. - Procedure for removal.

Removal of an elected officer from office may be accomplished by one of the following methods:

- (1) By action of two-thirds vote of the entire membership of the council. In the event an elected officer is sought to be removed by the action of the council, such officer shall be entitled to a written notice specifying the ground for removal and to a public hearing which shall be held not less than ten days from the service of such written notice. Any elected officer sought to be removed from office as provided in this chapter shall have the right to appeal the decision of the council to the Superior Court of Dawson County by writ of certiorari in accordance with state law; or
- (2) By an order of the Superior Court of Dawson County following a hearing on a complaint seeking such removal brought by a resident of the City of Dawsonville.

This ordinance shall take effect and be in force from and after its adoption.

SO ADOPTED by the City Council of Dawsonville, Georgia, this 18 day of December, 2017.

CITY OF DAWSONVILLE



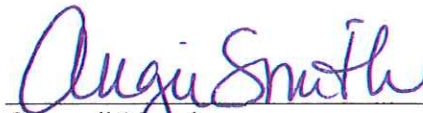
Mayor




Council Member



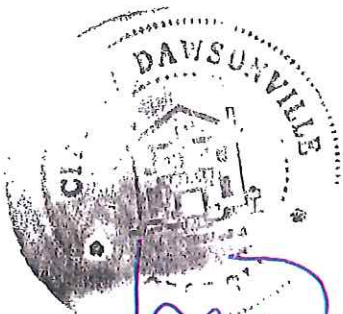
Council Member



Council Member



Council Member





Attested to by Beverly Banister, City Clerk

415 Highway 53 E. Suite 100
Dawsonville, Georgia 30534



(706) 265-3256
Fax (706) 265-4214
www.dawsonville-ga.gov

Section 3.16. Oath of officers.

Before a person takes any office in the city government, he or she shall take before an officer of the state authorized to administer oaths the following such oath or affirmation:

"I solemnly swear (or affirm) that I will support the Constitution of the United States and of the State of Georgia; that I will in all respects observe the provisions of the Charter and ordinances of the City of Dawsonville; and I will faithfully discharge the duties of Councilmember. So help me God."

This 18th day of December 2017

Stephen L. Tolson, Council Member



Beverly Barister, City Clerk

415 Highway 53 E. Suite 100
Dawsonville, Georgia 30534




(706) 265-3256
Fax (706) 265-4214
www.dawsonville-ga.gov

Section 3.16. Oath of officers.


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"I solemnly swear (or affirm) that I will support the Constitution of the United States and of the State of Georgia; that I will in all respects observe the provisions of the Charter and ordinances of the City of Dawsonville; and I will faithfully discharge the duties of Councilmember. So help me God."

This 18th day of December 2017


Mark W. French, Council Member




Beverly Banister, City Clerk

STATE OF GEORGIA
COUNTY OF DAWSON

AFFIDAVIT OF THE CITY OF DAWSONVILLE MAYOR AND COUNCIL

Appointed Mayor Michael Eason, Council Member Jason Power, Council Member Caleb Phillips, Council Member Angie Smith, and Council Member Mike Sosebee; being duly sworn, state under oath that the following is true and accurate to the best of their knowledge and belief:

1. The City of Dawsonville Council met in a duly advertised meeting on the December 18, 2017.
2. During such meeting, the Board voted to go into closed session.
3. The executive session was called to order at 5⁰³ p.m.
4. The subject matter of the closed portion of the meeting was devoted to the following matter(s) within the exceptions provided in the open meetings law: (check all that apply)

Consultation with the City Attorney or other legal counsel to discuss pending or potential litigation, settlement, claims, administrative proceedings, or other judicial actions brought or to be brought by or against the City or any officer or employee or in which the City or any officer or employee may be directly involved as provided in O.C.G.A. § 50-14-2(1);

Discussion of tax matters made confidential by state law as provided by O.C.G.A. § 50-14-2(2) and _____;

Discussion of future acquisition of real estate as provided by O.C.G.A. § 50-14-3(4);

Discussion or deliberation on the appointment, employment, compensation, hiring, disciplinary action or dismissal, or periodic evaluation or rating of a City officer or employee as provided in O.C.G.A. § 50-14-3(6);

Other _____ as provided in: _____.

This 18th day of December 2017; By the City of Dawsonville, Mayor and Council:


Michael Eason, Appointed Mayor

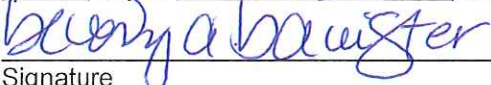

Caleb Phillips, Council Member


Jason Power, Mayor Pro-Tem


Angie Smith, Council Member


Mike Sosebee, Council Member

Sworn to and subscribed before me this
18 day of December, 2017.


Signature

Notary Public

My Commission expires: 02.18.2020

**BEVERLY A BANISTER,
NOTARY PUBLIC
DAWSON COUNTY, GEORGIA
COMMISSION EXPIRES
FEBRUARY 18, 2020**



DAWSONVILLE CITY COUNCIL
EXECUTIVE SUMMARY FOR
AGENDA ITEM # 2

SUBJECT: 2018 MAYOR AND COUNCIL BOARD DESIGNATIONS

CITY COUNCIL MEETING DATE: 01-08-2018

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 APPROVE THE BOARD DESIGNATIONS FOR THE MAYOR AND COUNCIL FOR 2018

HISTORY/ FACTS / ISSUES:

Boards

- Planning Commission
- Historic Preservation Commission
- Downtown Development Authority
- Family Connection
- Board of Health
- Animal Control Board
- Chamber of Commerce
- GRHOF
- GMA
- GMRC

2017

Jason Power
Angie Smith
Mike Sosebee
Angie Smith
Jason Power
Caleb Phillips
Mayor
Mayor
Mayor
Mayor

OPTIONS:

AMEND OR APPROVE

RECOMMENDED SAMPLE MOTION:

VOTE ON BOARDS AND IF PAID FOR MEETINGS

REQUESTED BY: Beverly Banister, City Clerk

Mayor and Council Members Board Designations for 2018

1. Planning commission
2. Historic Preservation Commission
3. Downtown Development Authority
4. Family Connection
5. Board of Health
6. Animal Control Board
7. Chamber of Commerce
8. GRHOF
9. GMA
10. GMRC

IMPORTANT: WILL THE MEETINGS BE PAID FOR ATTENDING?

Please include in the motion.



DAWSONVILLE CITY COUNCIL
EXECUTIVE SUMMARY FOR
AGENDA ITEM # 3

SUBJECT: Historic Preservation Commission Appointments

DATE(s): _____ WORK SESSION 1/8/2018 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:

To appoint persons to fill two vacancies on the Historic Preservation Commission board.

HISTORY/ FACTS / ISSUES

The three terms for Brian Bliss and Sam Bailey both expired on 12-1-2017. Brian Bliss has expressed a desire to continue to serve; Sam Bailey has resigned. The HPC has recommended Angie Smith and Brian Bliss to fill the open seats for the next 3 year term, which will expire on 12/1/2020.

OPTIONS:

RECOMMENDED SAMPLE MOTION:

DEPARTMENT: Planning and Zoning

REQUESTED BY: Casey Majewski



DAWSONVILLE CITY COUNCIL
EXECUTIVE SUMMARY FOR
AGENDA ITEM # 4

SUBJECT: SERVICE AGREEMENT – PREVENTATIVE MAINTENANCE ON GENERATORS

DATE(s): _____ WORK SESSION 01/08/2018 CITY COUNCIL MEETING

BUDGET INFORMATION: GL ACCOUNT # _____

Funds Available from: X Annual Budget ___ Capital Budget Other ___

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

PURPOSE FOR REQUEST:

TO REQUEST APPROVAL ON BIDS RECEIVED

HISTORY/ FACTS / ISSUES:

1. CALDWELL ELECTRICAL CONTRACTORS:

- \$3150.00 ANNUAL/2 VISITS
- REPAIRS DURING BUSINESS HOURS - \$85.00 PER HOUR
- REPAIRS AFTER BUSINESS HOURS - \$127.50 PER HOUR

2. ANDERSON POWER SERVICES

- \$6050.00 ANNUAL/2 VISITS
- REPAIRS DURING BUSINESS HOURS - \$105.00 PER HOUR
- REPAIRS AFTER BUSINESS HOURS - \$157.50 PER HOUR

3. POWER SOLUTIONS

- \$9165.00 ANNUAL/2 VISITS
- NO REPAIR RATES PROVIDED

OPTIONS:

BUDGETED IN FY 2017-2018

RECOMMENDED SAMPLE MOTION:

VOTE

REQUESTED BY: City Manager, Bob Bolz



Copy sent
next day

Date: December 13, 2017

City of Dawsonville
Attn: **Jacob Barr**
415 HWY 53 E, Suite 100
Dawsonville, GA 30534
T: 706-344-2162
E: maintenance@dawsonville-ga.gov

RE: Generator Maintenance

Caldwell Electrical Contractors, Inc. is pleased to submit this proposal to Maintain twice per calendar year as outlined in the service schedule:

Waste Water Treatment Generator and Transfer Switch
150 KW Cummins

Shoal Creek Lift Station Generator and Transfer Switch
90 KW Olympian

Burt's Crossing Lift Station Generator and Transfer Switch
35 KW Kohler

Crown Point Lift Station Generator and Transfer Switch
50 KW Olympian

Creek Stone Lift Station Generator and Transfer Switch
40 KW Olympian

Burt Creek Lift Station Generator and Transfer Switch
Cummins 150 KW

Farmington Woods Lift Station Generator and Transfer Switch
20 KW Cummins

Our Price.....\$3,150.00
Hourly Rate 7-4:30.....\$85.00
Hourly After Hours.....\$127.50

Sincerely,
Doug Wilson
Doug Wilson
Project Manager

Caldwell Electrical Contractors, Inc. 2035 Atlas Circle Gainesville, GA 30501
Phone: 770-870-5070 Cell: 706-490-5206 Fax: 770-531-7817
Email: Doug.Wilson@caldwell-electric.com Visit us on the Web: www.caldwell-electric.com



Generator Managed Maintenance Service Schedule

*indicates items Completed once per Year

**indicates items Completed twice per Year

Fuel System

- **General Inspection of all Components
- *Change Fuel Filter

Lubricating System

- *Change Engine Oil
- *Change Engine Oil Filter
- **Check Engine Oil Level
- **Check for Oil Leaks

Cooling System

- **Inspect Cooling Pump
- **Inspect Cooling Hoses
- **Inspect Cooling Fan
- **Inspect Radiator
- **Verify Operation of Block Heater
- **Inspect Belts
- *Test Coolant/Drain and Fill (when required)
- **Check Coolant Level
- **Check Level of Overflow Reservoir

Exhaust System

- **Inspect General Condition of Exhaust System
- **Inspect Turbocharger
- **Verify Operation of Exhaust Rain Cap

Engine Control system

- **Verify Operation of all Gauges and Warning Lamps
- **Verify Operation of Engine Shutdown System
- **Verify System is left in Auto

Engine Air System

- **Inspect Air Cleaner Element
- *Replace Air Cleaner Element

**Inspect Air Intake Piping

Engine Charging System

**Inspect Battery

**Test Battery Voltage

**Verify Battery Charger Output

**Clean Battery Cable Terminals

Generator Alternator

**Test Voltage and Frequency

**Verify Breaker Operation

**Verify Breaker is left in on Position

*Load Bank Test (if contracted)

Automatic transfer Switch

**Inspect General Condition

**Verify Smooth operation

**Verify Indicator Lamps are working

**Simulate Power Outage

Notes:

All Fluids and Filters are Included

All other Parts deemed worn or defective are additional cost. (per customer approval)

After each service you will receive a written report including a quote to repair any deficiencies found.

Major Repairs involving proprietary software or instruments could result in the original Manufactures field support for proper and efficient diagnostics and repairs.

Preventative Maintenance ensures that the Equipment will perform at its best; however this is no Guarantee from Caldwell Electrical Contractors that the equipment is Fail proof.

Did Not Visit



P.O. Box 5375
Douglasville, GA 30154
770.222.1315
770.222.2517 Fax

**STAND-BY POWER SYSTEM
CUSTOMER PREVENTIVE MAINTENANCE AGREEMENT**

This agreement made this 11th day of December 2017, between Anderson Power and City of Dawsonville, GA

In consideration of the agreements herein contained:

1. The customer agrees to: Remit the amount of \$(please see below item number 4) for a period of one (1) year. Any additional work would be at the current labor rate, actual time (not the normal two-hour minimum), plus materials, and mileage. Hourly rate of \$105.00 during business hours and \$157.50 for afterhours, weekend and Holidays. Business hours are Monday- Friday 8am-5pm.
2. The service Dealer agrees for a period of one (1) year from effective date (dated signed and payment received) to inspect, test and adjust unit approximately every six (6) months for a total of two services.
3. At the end of period as stated in item No. 2, the Maintenance Agreement will automatically renew at prices in effect at time of renewal unless cancelled in writing by customer.
4. **Prices per site, per-year:**
 - Farmington Woods Lift station- \$550.00
 - Burt Creek Rd.- \$1,250.00
 - Creekstone- \$650.00
 - Crown Point- \$750.00
 - Burts Crossing Phase II- \$650.00
 - Shoal Creek- \$950.00
 - Waste Water Treatment Pond- \$1,250.00

*2 services
\$6,050.00/year PM only
After that \$105/hr during reg hours
\$157.50/hr after hours*

THIS IS STRICTLY A PREVENTIVE MAINTENANCE AGREEMENT. ADDITIONAL REPAIRS ARE NOT COVERED IN THIS AGREEMENT.

The following are items to be inspected during each service:

PRE-START CHECKS:

- Engine Fluid Levels
- Fuel Line Filter
- Change Oil/Filters
- LPG Sludge Drain
- All Pulley Belts
- Battery Trickle Charger/Battery Cables
- Battery Water Levels
- Battery Specific Gravity
- Spark Plug Wires
- Spark Plugs
- Engine Cylinder Compression
- Electrical Connections
- All Coolant Heater
- Engine Coolant Heater
- Battery
- Alarm Annunciator
- Water Temperature
- Choke/Diesel Preheat

ENGINE RUNNING:

- Ignition Points/Distributor Cap/Rotor
- Oil Pressure
- Ignition Point Dwell/Timing
- Carburetor
- Engine Governor/Actuator
- All Gauges
- Warning Lights/Shutdowns
- Output Voltage/Flicker
- All Electrical Connections
- All Electronic Controls
- Transfer Switch Operation
- Fuel Regulation Diaphragm
- Fluid Leaks
- D. C. Engine Alternator
- Automatic Telephone Dialer
- Annunciator Panel
- Diesel Injection System
- Fuel Leaks

Service Dealer: Anderson Power Services

Phone: 770-222-1315

PLEASE SIGN BELOW AND RETURN WITH PAYMENT. RETAIN A COPY FOR YOUR FILES.

Customer Name _____ Phone _____
Signature _____ Date _____

Power Solution

City Of Dawsonville

Location	Make	Model #	Serial #	Size	Procedure	Amount
Waste Water Treatment	Cummins			150 KW	Yearly Service 6Mo Inspection	\$1,395 \$200
Shoal Creek Lift Station	Olympian/Perkins			90 KW	Yearly Service 6Mo Inspection	\$1,395 \$200
Burt's Crossing Lift Station	Kohler/John Deere			35 KW	Yearly Service 6Mo Inspection	\$895 \$200
Crown Point Lift Station	Olympian/Perkins			50 KW	Yearly Service 6Mo Inspection	\$895 \$200
Creek Stone Lift Station	Olympian/Caterpillar			40 KW	Yearly Service 6Mo Inspection	\$895 \$200
Burt Creek Lift Station	Cummins			150 KW	Yearly Service 6Mo Inspection	\$1,395 \$200
Farmington Woods Lift Station	Cummins			20 KW	Yearly Service 6Mo Inspection	\$895 \$200

6 engines ~ 2 weeks (year)



**DAWSONVILLE CITY COUNCIL
EXECUTIVE SUMMARY FOR
AGENDA ITEM # 7**

SUBJECT: STAFF REPORT: FINANCE ADMINISTRATOR

CITY COUNCIL MEETING DATE: 01-08-2018

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:

FINANCIAL UPDATE

HISTORY/ FACTS / ISSUES:

SEE ATTACHED FINANCIAL REPORTS

OPTIONS:

RECOMMENDED SAMPLE MOTION:

REQUESTED BY: Hayden Wiggins, Finance Administrator

CITY OF DAWSONVILLE, GEORGIA
 GENERAL FUND
 July 1, 2017 - November 30, 2017

	Budget	Actual	Percentage
REVENUES			
Taxes	\$ 1,249,522	\$ 663,178	53.07%
Licenses and permits	103,825	58,045	55.91%
Intergovernmental revenues	25,100	500	1.99%
Fees	206,790	54,392	26.30%
Other	66,470	33,776	50.81%
Total revenues	<u>1,651,707</u>	<u>809,891</u>	<u>49.03%</u>
EXPENDITURES			
Department:			
Council	128,000	44,883	35.06%
Mayor	60,000	14,409	24.02%
Elections	12,000	-	0.00%
Administration	576,590	267,588	46.41%
City Hall building	198,017	93,087	47.01%
Animal control	2,000	108	5.40%
Roads	376,800	108,260	28.73%
Parks	3,000	225	7.50%
Planning and zoning	268,300	124,582	46.43%
Economic development	27,000	21,000	77.78%
Total expenditures	<u>1,651,707</u>	<u>674,142</u>	<u>40.81%</u>
TOTAL REVENUES OVER EXPENDITURES		<u><u>135,749</u></u>	

CITY OF DAWSONVILLE, GEORGIA
WATER, SEWER AND GARBAGE FUND
July 1, 2017 - November 30, 2017

	Budget	Actual	Percentage
REVENUES			
Water fees	\$ 566,793	\$ 278,080	49.06%
Sewer fees	659,537	321,001	48.67%
Garbage fees	123,000	56,354	45.82%
Miscellaneous	219,468	38,512	17.55%
Total revenues	<u>1,568,798</u>	<u>693,947</u>	<u>44.23%</u>
EXPENDITURES			
Bad debts	1,921	411	21.40%
Depreciation	414,000	172,090	41.57%
Garbage service	90,350	40,492	44.82%
Group insurance	75,500	35,410	46.90%
Insurance	33,000	-	0.00%
Interest	109,605	45,675	41.67%
Payroll taxes	16,600	7,355	44.31%
Professional	109,500	39,091	35.70%
Miscellaneous	75,722	16,743	22.11%
Repairs/supplies	210,000	127,902	60.91%
Retirement	15,500	6,402	41.30%
Salaries	246,000	99,361	40.39%
Technical services	56,000	13,064	23.33%
Utilities	115,100	42,858	37.24%
Total expenditures	<u>1,568,798</u>	<u>646,854</u>	<u>41.23%</u>
INCOME (LOSS)		<u><u>47,093</u></u>	

CITY OF DAWSONVILLE, GEORGIA
 SPLOST
 July 1, 2017 - November 30, 2017

SPLOST VI

	<u>Budget</u>	<u>Actual</u>	<u>Percentage</u>
REVENUES			
Taxes	1,150,000	498,759	43.37%
Interest	<u>1,200</u>	<u>1,235</u>	<u>102.92%</u>
Total revenues	<u>1,151,200</u>	<u>499,994</u>	<u>43.43%</u>
EXPENDITURES (Capital Outlays)			
City hall acquisition	191,667	68,759	35.87%
Roads and sidewalks	191,667	11,758	6.13%
Public works equipment - roads	63,889	34,700	54.31%
Sewer projects	95,833	3,726	3.89%
Public works equipment - sewer	63,889	-	0.00%
Water projects	95,833	3,503	3.66%
Public works equipment - water	63,889	-	0.00%
Farmers market	191,666	-	0.00%
Parks and recreation	<u>192,867</u>	<u>116,251</u>	<u>60.28%</u>
Total expenditures	<u>1,151,200</u>	<u>238,697</u>	<u>20.73%</u>
TOTAL REVENUES OVER EXPENDITURES		<u><u>261,297</u></u>	

SPLOST V

	<u>Budget</u>	<u>Actual</u>	<u>Percentage</u>
REVENUES			
Taxes	-	-	0.00%
Interest	<u>200</u>	<u>116</u>	<u>58.00%</u>
Total revenues	<u>200</u>	<u>116</u>	<u>58.00%</u>
EXPENDITURES (Capital Outlays)			
Roads and sidewalks	<u>130,138</u>	<u>102,546</u>	<u>78.80%</u>
TOTAL REVENUES OVER EXPENDITURES		<u>(102,430)</u>	
OTHER FINANCING SOURCES (USES)			
Contingency/Reserves		<u>102,430</u>	
NET CHANGE IN FUND BALANCE		<u><u>-</u></u>	