

**AGENDA**  
**CITY COUNCIL REGULAR MEETING AND WORK SESSION**  
**VIA TELECONFERENCE**  
**Monday, May 18, 2020**  
**5:00 P.M.**

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Link to access meeting via teleconference or by phone from your computer tablet or smartphone:  
<https://global.gotomeeting.com/join/442131157>

You can also dial in using your phone.  
United States: [+1 \(872\) 240-3212](tel:+18722403212)

Access Code: 442-131-157

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1. Call to Order
2. Roll Call
3. Invocation and Pledge
4. Announcements
5. Approval of the Agenda
6. Public Input
7. Consent Agenda
  - a. Approve Minutes
    - Regular Meeting held May 4, 2020
    - Executive Session held May 4, 2020

#### **BUSINESS**

8. FY 2020-2021 Proposed Budget Presentation
9. Resolution – Gold Creek Foods Manhole Project

#### **WORK SESSION**

10. Howser Mill Subdivision – No Parking Sign Request
11. Extension of Temporary Accommodations due to COVID-19 Pandemic

#### **STAFF REPORTS**

12. Bob Bolz, City Manager
13. Hayden Wiggins, Finance Administrator

#### **MAYOR AND COUNCIL REPORTS**

**EXECUTIVE SESSION IF NEEDED:** Pending or Potential Litigation, Real Estate Acquisition and/or Personnel

#### **ADJOURNMENT**

*Those persons with disabilities who require reasonable accommodations in order to allow them to observe and/or participate in this meeting or who have questions regarding the accessibility of the meeting, should contact the Clerk at Dawsonville City Hall at 706-265-3256 at least two (2) business days prior to the meeting.*



DAWSONVILLE CITY COUNCIL  
EXECUTIVE SUMMARY FOR  
AGENDA ITEM # 7

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SUBJECT: CONSENT AGENDA

CITY COUNCIL MEETING DATE: 05/18/2020

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PURPOSE FOR REQUEST:

**CONSIDERATION AND APPROVAL OF ITEMS BELOW; SEE ATTACHED  
SUPPORTING DOCUMENTS**

- a. Approve Minutes
    - Regular Meeting held May 4, 2020
    - Executive Session held May 4, 2020
-

**MINUTES**  
**CITY COUNCIL REGULAR MEETING AND WORK SESSION**  
**VIA TELECONFERENCE**  
**Monday, May 4, 2020**  
**5:00 P.M.**

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1. **CALL TO ORDER:** Mayor Mike Eason called the meeting to order at 5:07 pm.
2. **ROLL CALL:** Present were Councilmember John Walden, Councilmember Mark French, Councilmember Caleb Phillips, Councilmember Stephen Tolson, City Attorneys Dana Miles and Paul Mitchell, City Manager Bob Bolz, City Clerk Beverly Banister, Public Works Operations Manager Trampas Hansard and Finance Administrator Hayden Wiggins.
3. **INVOCATION AND PLEDGE:** Invocation and Pledge were led by Councilmember French.
4. **ANNOUNCEMENTS:** Mayor Eason reported the City will provide an operational update regarding the reopening of City Hall. He also stated there will be an executive session and will request an item to be moved on the agenda after the executive session. He also reported we will have one more virtual meeting on May 18, 2020 and resume in-person meetings on June 1, 2020 with social distancing in place. He requested anyone who would like to speak during the public input to please contact the City Clerk.
5. **APPROVAL OF THE AGENDA:** Motion to move item #8 on the agenda to after the executive session made by J. Walden; second by M. French. Vote carried unanimously in favor.
6. **PUBLIC INPUT:** No comments from the public.
7. **CONSENT AGENDA:** Motion to approve the consent agenda for the following items (a) made by J. Walden; second by S. Tolson. Vote carried unanimously in favor.
  - a. Approve Minutes
    - Regular Meeting and Work Session held April 20, 2020
    - Executive Session held April 20, 2020
9. **GDOT GRANT – TRANSPORTATION ALTERNATIVE PROGRAM (TAP):** City Manager Bolz discussed the various projects that may be approved for grant funding through this program.

Motion to approve seeking grant funding through the GDOT Transportation Alternative Program made by M. French; second by C. Phillips. Vote carried unanimously in favor.
10. **CITY OPERATIONS COVID-19 UPDATE:** City Manager Bolz discussed possibly opening City Hall to the public on May 18, 2020 as long as no other restrictions are announced by the Governor or a resurgence of COVID-19 occurs prior to that date. Social distancing will be implemented with a limited number of people allowed into City Hall at one time, restrooms will be closed to the public, employees will wear personal protective equipment when working face to face with customers, Planning and Zoning will be by appointment only except when unavoidable. Online transactions will still be encouraged whenever possible. Finance Administrator Wiggins stated he attended a GMA webinar with various other cities throughout the state who reported an expectant decrease of 20 – 30% of LOST funding due to COVID-19. He anticipates the City’s FY2021 proposed budget to be reduced by 25%.

**EXECUTIVE SESSION:**

At 5:24 p.m. a motion to close regular session and go into executive session for potential litigation was made by S. Tolson; second by J. Walden. Vote carried unanimously in favor.

At 5:39 a motion to close executive session and resume regular session was made by C. Phillips; second by M. French. Vote carried unanimously in favor.

**UNFINISHED BUSINESS**

8. **MAIN STREET PARK RESTROOM PROJECT WITH EVERLAST CONSTRUCTION GROUP:** Motion to ratify notification of consideration to declare default to Everlast Construction Group made by S. Tolson; second by C. Phillips. Vote carried unanimously in favor.

City Manager Bolz provided an update regarding the notification of consideration to declare default to Everlast Construction Group. Once notice was provided, a meeting was held with representatives from the City, Everlast and Aegis, the performance bond company, to discuss the

**MINUTES**  
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concerns and issues. Everlast provided a timeline and a plan to correct the issues as discussed and was agreed upon by staff. The restroom is projected to be completed by July 13, 2020.

**ADJOURNMENT:**

At 5:45 p.m. a motion to adjourn the meeting was made by J. Walden; second by S. Tolson. Vote carried unanimously in favor.

By: CITY OF DAWSONVILLE

\_\_\_\_\_  
Mike Eason, Mayor

Attested: \_\_\_\_\_  
Beverly A. Banister, City Clerk



DAWSONVILLE CITY COUNCIL  
EXECUTIVE SUMMARY FOR  
AGENDA ITEM # 8

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SUBJECT: FY 2020-2021 PROPOSED BUDGET PRESENTATION

CITY COUNCIL MEETING DATE: 05/18/2020

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BUDGET INFORMATION: GL ACCOUNT # \_\_\_\_\_

Funds Available from: \_\_\_\_\_ Annual Budget \_\_\_\_\_ Capital Budget Other \_\_\_\_\_

Budget Amendment Request from Reserve: \_\_\_\_\_ Enterprise Fund \_\_\_\_\_ General Fund

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PURPOSE FOR REQUEST:

**PRESENTATION OF THE FY 2020-2021 PROPOSED BUDGET**

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HISTORY/ FACTS / ISSUES:

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OPTIONS:

**APPROVE, AMEND, DENY OR TABLE**

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RECOMMENDED SAMPLE MOTION:

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REQUESTED BY: Hayden Wiggins, Finance Administrator



DAWSONVILLE CITY COUNCIL  
EXECUTIVE SUMMARY FOR  
AGENDA ITEM # 9

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SUBJECT: RESOLUTION – GOLD CREEK FOODS MANHOLE PROJECT

CITY COUNCIL MEETING DATE: 05/18/2020

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BUDGET INFORMATION: GL ACCOUNT # \_\_\_\_\_

Funds Available from: \_\_\_\_\_ Annual Budget \_\_\_\_\_ Capital Budget Other \_\_\_\_\_

Budget Amendment Request from Reserve: \_\_\_\_\_ Enterprise Fund \_\_\_\_\_ General Fund

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PURPOSE FOR REQUEST:

**TO CONSIDER APPROVAL OF RESOLUTION RELATED TO SAMPLING MANHOLE AT GOLF CREEK FOODS FOR INDUSTRIAL DISCHARGE SEWER**

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HISTORY/ FACTS / ISSUES:

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OPTIONS:

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RECOMMENDED SAMPLE MOTION:

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REQUESTED BY: Bob Bolz, City Manager

**RESOLUTION OF THE CITY OF DAWSONVILLE, GEORGIA RELATED TO  
SAMPLING MANHOLE FOR INDUSTRIAL DISCHARGE SEWER**

WHEREAS based upon testing done by an independent qualified laboratory at the existing manhole serving solely the property and use of Gold Creek Foods, the high strength discharge from Gold Creek Foods is in violation of the City's high strength wastewater ordinance and is the overloading factor at the City's wastewater treatment ponds causing permit violations and requiring emergency corrective action, and

WHEREAS Gold Creek Foods has requested a different type of sampling manhole from the sampling being done in the current manhole which is solely serving the property and use of Gold Creek Foods and the City has designed the sampling manhole to meet that request with the expectation and understanding that Gold Creek Foods will pay for the costs of the new sampling manhole, and

WHEREAS the City of Dawsonville requested proposals from qualified utility contractors for furnishing and installing a sampling manhole and flow monitor on the industrial discharge sewer from Gold Creek Foods, and

WHEREAS, the low, responsible, responsive bidder Townley Construction Co., Inc. of Dawsonville, Georgia with a bid in the amount of \$57,180.00, and

WHEREAS the low bidder, Townley Construction Co., Inc. appears to have the necessary financial and technical ability to complete the project,

BE IT THEREFORE resolved the City of Dawsonville hereby makes the award of the construction contract to the low bidder, Townley Construction Co., Inc. of Dawsonville, Georgia in the amount of \$57,180.00.

THIS RESOLUTION was passed by a vote of \_\_\_\_\_ to \_\_\_\_\_ at a regular meeting of the Mayor and Council on May 18, 2020.

CITY OF DAWSONVILLE

\_\_\_\_\_  
Mike Eason, Mayor

Attest: \_\_\_\_\_  
Beverly Banister, City Clerk



DAWSONVILLE CITY COUNCIL  
EXECUTIVE SUMMARY FOR  
AGENDA ITEM # 10

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SUBJECT: HOWSER MILL SUBDIVISION – NO PARKING SIGN REQUEST

DATE(s): 05/18/2020 WORK SESSION \_\_\_\_\_ CITY COUNCIL MEETING

BUDGET INFORMATION: GL ACCOUNT # \_\_\_\_\_

Funds Available from: \_\_\_\_\_ Annual Budget \_\_\_\_\_ Capital Budget Other \_\_\_\_\_

Budget Amendment Request from Reserve: \_\_\_\_\_ Enterprise Fund \_\_\_\_\_ General Fund

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PURPOSE FOR REQUEST:

Howser Mill Subdivision has requested that the City install no parking signs along the roadways within the subdivision to aid in their enforcement efforts of violations of their community covenants. Howser Mill Subdivision streets are City maintained.

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HISTORY/ FACTS / ISSUES

Parking on subdivision streets has been a historically common problem throughout the City. Parking in streets is a public safety issue as it can prevent emergency service vehicles from accessing all areas of the subdivision. Hence adding No Parking signs will increase public safety in these neighborhoods.

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OPTIONS:

Approve to purchase and install No Parking signs/ approve for HOA to purchase signs for the City to install.

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RECOMMENDED SAMPLE MOTION:

Varies

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DEPARTMENT: Planning and Development

REQUESTED BY: Robbie Irvin, Planning Director



March 6, 2020

City of Dawsonville

415 Hwy 53 East, Suite 100

Dawsonville, Ga. 30534

Attn: Mr. Robbie Irvin

Planning Director

Dear Mr. Irvin,

My name is Randy Davis and I am the president of the Howser Mill Homeowners Association here in Dawsonville. I am writing to you today to request that the City of Dawsonville please install "NO PARKING" signs on our streets. One of our directors has been talking with Trampas Hansard regarding the signs and he has directed us to you.

We have written many newsletters in the past requesting residents to not park on the streets. However, some of the residents continue to egregiously ignore the requests. I am attaching a copy of a page of our Covenants & Restrictions which refers to Article VI Section 4, which states in the very first line, "Vehicles shall not be parked on any subdivision street."

We ask you to please place "ON PARKING" signs in our neighborhood. Please call me if you have any questions. Thank you.

Sincerely,



Randy Davis – President

Howser Mill HOA

Cell: 678-780-0468

# Hawser Mill HOA Covenants & Restrictions

is not covered or paid for by insurance, in whole or in part, then, the Association may perform the repair, replacement, or maintenance and shall, except in the event of an emergency situation, give the Owner written notice of the Association's intent to provide such necessary maintenance, repair, or replacement, at the Owner's sole cost and expense. The notice shall set forth with reasonable particularity the maintenance, repairs, or replacement deemed necessary. The Owner shall have ten (10) days within which to complete such maintenance, repair, or replacement, or, in the event that the maintenance, repair, or replacement is not capable of completion within a ten (10) day period, to commence such work which shall be completed within a reasonable time. If any Owner does not comply with the provisions hereof, the Association may provide any such maintenance, repair, or replacement at Owner's sole cost and expense, and all costs shall be added to and become a part of the assessment to which such Owner is subject and shall become a lien against the Lot.

## Article VI Use Restrictions and Rules

Section 1. General. The Board of Directors may, from time to time, without consent of the members, promulgate, modify, or delete use restrictions and rules and regulations applicable to the Lots and the Common Property. This authority shall include, but shall not be limited to, the right to limit the type and size and to set the maximum and minimum speeds of vehicles within the Community. The Board shall also have the authority to impose all other necessary traffic and parking regulations and to restrict the maximum noise levels of such vehicles in the Community. Such regulations and use restrictions shall be binding upon all Owners and occupants until and unless overruled, canceled, or modified in a regular or special meeting by the vote of Owners holding a majority of the total votes of the Association.

Section 2. Use of Lots. All Lots shall be use for single-family residential purposes exclusively. No business or business activity shall be carried on upon any Lot at any time except with the prior written approval of the Board. Leasing of a Lot shall not be considered a business or business activity.

Section 3. Signs. No sign of any kind shall be erected by an Owner within the community without the written consent of the Board except: (a) such signs as may be required by legal proceedings; and (b) not more than one "For Sale" sign consistent with the Community-Wide Standard having a maximum area of eight (8) square feet. At the time of the granting of permission to erect signs, the removal time will be specified. An exception to this rule will be homeowner "For Sale" signs which may remain until the house is sold.

Section 4. Vehicles. Vehicles shall not be parked on any subdivision street. Vehicles shall not be parked on any portion of a Lot other than the driveway and garage. Except for automobiles and passenger trucks, vehicles shall not be parked so as to be visible from any Lot for more than twenty-four (24) continuous hours. The term vehicles.



DAWSONVILLE CITY COUNCIL  
EXECUTIVE SUMMARY FOR  
AGENDA ITEM # 11

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SUBJECT: EXTENSION OF TEMPORARY ACCOMMODATIONS DUE TO COVID-19 PANDEMIC

CITY COUNCIL MEETING DATE: 05/18/2020

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BUDGET INFORMATION: GL ACCOUNT # \_\_\_\_\_

Funds Available from: \_\_\_\_\_ Annual Budget \_\_\_\_\_ Capital Budget Other \_\_\_\_\_

Budget Amendment Request from Reserve: \_\_\_\_\_ Enterprise Fund \_\_\_\_\_ General Fund

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PURPOSE FOR REQUEST:

**TO CONSIDER EXTENDING THE CURRENT TEMPORARY ACCOMMODATIONS DUE TO COVID-19 PANDEMIC**

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HISTORY/ FACTS / ISSUES:

**UTILITY LATE FEES HAVE BEEN WAIVED AND UTILITY DISCONNECTION DELAYED UNTIL JUNE 1, 2020 AS PER COUNCIL APPROVAL ON 04/20/2020**

**CITY RENTAL PROPERTIES WERE REDUCED BY 50% FOR MARCH, APRIL AND MAY**

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OPTIONS:

**CONSIDER EXTENDING SOME OR BOTH OF THE TEMPORARY RESTRICTIONS AT LEAST THROUGH THE GOVERNOR'S PUBLIC HEALTH STATE OF EMERGENCY WHICH IS THROUGH JUNE 12, 2020**

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RECOMMENDED SAMPLE MOTION:

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REQUESTED BY: Bob Bolz, City Manager/Gary Barr, Utilities Director



DAWSONVILLE CITY COUNCIL  
EXECUTIVE SUMMARY FOR  
AGENDA ITEM # 12

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SUBJECT: \_\_\_\_\_ **STAFF REPORT: CITY MANAGER** \_\_\_\_\_

CITY COUNCIL MEETING DATE: 05/18/2020

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BUDGET INFORMATION: GL ACCOUNT # \_\_\_\_\_ NA \_\_\_\_\_

Funds Available from: \_\_\_\_\_ Annual Budget \_\_\_\_\_ Capital Budget Other \_\_\_\_\_

Budget Amendment Request from Reserve: \_\_\_\_\_ Enterprise Fund \_\_\_\_\_ General Fund

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PURPOSE FOR REQUEST:

**TO PROVIDE PROJECT UPDATES**

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HISTORY/ FACTS / ISSUES:

**SEE ATTACHED OUTLINE**

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OPTIONS:

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RECOMMENDED SAMPLE MOTION:

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REQUESTED BY: Bob Bolz, City Manager



DAWSONVILLE CITY COUNCIL  
EXECUTIVE SUMMARY FOR  
AGENDA ITEM # 13

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SUBJECT: STAFF REPORT: FINANCE ADMINISTRATOR

CITY COUNCIL MEETING DATE: 05/18/2020

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BUDGET INFORMATION: GL ACCOUNT # NA

Funds Available from:      Annual Budget      Capital Budget Other     

Budget Amendment Request from Reserve:      Enterprise Fund      General Fund

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PURPOSE FOR REQUEST:

**TO PRESENT FUND BALANCE AND ACTIVITY THROUGH APRIL 30, 2020**

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HISTORY/ FACTS / ISSUES:

**SEE ATTACHED FINANCIAL REPORTS**

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OPTIONS:

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RECOMMENDED SAMPLE MOTION:

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REQUESTED BY: Hayden Wiggins, Finance Administrator

CITY OF DAWSONVILLE, GEORGIA  
GENERAL FUND  
July 1, 2019 - April 30, 2020

	<u>Budget</u>	<u>Actual</u>	<u>Percentage</u>
<b>REVENUES</b>			
Taxes	\$ 1,585,569	\$ 1,323,048	83.44%
Licenses and permits	144,875	136,028	93.89%
Intergovernmental revenues	75,940	82,212	108.26%
Fees	266,000	290,339	109.15%
Other	102,100	92,005	90.11%
	<u>2,174,484</u>	<u>1,923,632</u>	<u>88.46%</u>
Total revenues			
<b>EXPENDITURES</b>			
Department:			
Council	107,625	69,831	64.88%
Mayor	42,020	13,277	31.60%
Elections	14,000	7,397	52.84%
Administration	802,271	670,799	83.61%
City Hall building	154,000	108,779	70.64%
Animal control	2,000	985	49.25%
Roads	506,484	455,155	89.87%
Parks	108,940	574,284	527.16%
Planning and zoning	382,644	330,990	86.50%
Economic development	54,500	10,000	18.35%
	<u>2,174,484</u>	<u>2,241,497</u>	<u>103.08%</u>
Total expenditures			
<b>TOTAL REVENUES OVER EXPENDITURES</b>		(317,865)	
Transfer in From Reserves		<u>317,865</u>	
<b>NET CHANGE IN FUND BALANCE</b>		<u><u>-</u></u>	

CITY OF DAWSONVILLE, GEORGIA  
WATER, SEWER, AND GARBAGE FUND  
July 1, 2019 - April 30, 2020

	<u>Budget</u>	<u>Actual</u>	<u>Percentage</u>
<b>REVENUES</b>			
Water fees	\$ 680,000	\$ 591,057	86.92%
Sewer fees	794,000	683,555	86.09%
Garbage fees	171,000	159,168	93.08%
Miscellaneous	194,994	111,224	57.04%
	<u>1,839,994</u>	<u>1,545,004</u>	<u>83.97%</u>
<b>EXPENDITURES</b>			
Depreciation	430,000	344,180	80.04%
Garbage service	152,950	151,697	99.18%
Group insurance	89,450	78,199	87.42%
Insurance	35,000	33,099	94.57%
Interest	111,000	93,138	83.91%
Payroll taxes	24,306	20,563	84.60%
Professional	135,000	62,820	46.53%
Miscellaneous	85,600	37,284	43.56%
Repairs/supplies	231,500	137,562	59.42%
Retirement	16,500	15,700	95.15%
Salaries	317,738	271,483	85.44%
Technical services	66,000	45,136	68.39%
Utilities	144,950	116,895	80.65%
	<u>1,839,994</u>	<u>1,407,756</u>	<u>76.51%</u>
<b>INCOME (LOSS)</b>		<u><u>137,248</u></u>	

## CITY OF DAWSONVILLE, GEORGIA

## SPLOST

July 1, 2019 - April 30, 2020

**SPLOST VI**

	<u>Budget</u>	<u>Actual</u>	<u>Percentage</u>
REVENUES			
Taxes	1,417,000	1,166,576	82.33%
Interest	8,000	1,799	22.49%
Other	387,912	-	0.00%
Total revenues	<u>1,812,912</u>	<u>1,168,375</u>	<u>64.45%</u>
EXPENDITURES (Capital Outlays)			
City hall acquisition	468,912	434,863	92.74%
Roads and sidewalks	384,000	25,573	6.66%
Public works equipment - roads	45,000	41,225	91.61%
Sewer projects	27,500	20,340	73.96%
Public works equipment - sewer	-	-	0.00%
Water projects	87,500	65,103	74.40%
Public works equipment - water	-	-	0.00%
Farmers market	800,000	915,817	114.48%
Parks and recreation	-	548,376	0.00%
Total expenditures	<u>1,812,912</u>	<u>2,051,297</u>	<u>113.15%</u>
TOTAL REVENUES OVER EXPENDITURES		(882,922)	
Transfer in From Reserves		<u>882,922</u>	
NET CHANGE IN FUND BALANCE		<u><u>-</u></u>	



City of Dawsonville  
 SPLOST VI Completion Schedule  
 Inception through April 30, 2020

<b>Project</b>	<u>Original Budget</u>	<u>Current Project Budget</u>	<u>Prior Year Project to Date</u>	<u>Current Year</u>	<u>Total</u>	<u>Percent of Budget Used</u>	<u>Project Percent Complete</u>	<u>Project Description</u>
Roads, Streets, Bridges and Sidewalks	1,250,000	1,250,000	288,716	25,573	314,289	25.14%	95%	Maple Heights paving complete, sidewalk should be complete by May 18th.
Water and Sewer Projects	2,750,000	750,000	316,313	85,443	401,756	53.57%	55%	GEFA Loan payments for water & sewer projects (well#111, water meters, upgrades to well #108)
Park and Recreation Facilities	2,250,000	2,250,000	1,824,031	548,376	2,372,407	105.44%	Main Street Park	115% complete, Phase I complete, Phase II nearing completion with rest room construction.
Farmers Market Facility	1,000,000	1,000,000	154,085	915,817	1,069,902	106.99%	100%	Project complete, WIFI & security cameras installed & operational, initial ARFM held May 9th.
Public Works Facility and Equipment	400,000	400,000	243,334	41,225	284,559	71.14%	100%	Money saved to go toward MSP, paving and/or sidewalks
City Hall Acquisition	2,000,000	2,000,000	885,671	434,863	1,320,534	66.03%	66%	We have paid more down as funding allowed.
<b>Total</b>	<u>\$ 9,650,000</u>	<u>\$ 7,650,000</u>	<u>\$ 3,712,150</u>	<u>\$ 2,051,297</u>	<u>\$ 5,763,447</u>	<u>75.34%</u>		
<b>MSP Recap</b>								
Total Through 3/31/20	2,372,407							
Street Lighting for MSP	119,275							
MSP Amphitheater Design	8,000							
MSP Fencing	119,932							
MSP Restroom	352,925							
MSP Landscaping	168,137							
<b>Total MSP Expenditures</b>	<u>\$ 3,140,676</u>							