



FAYETTEVILLE CITY COUNCIL

Edward J. Johnson, Jr. Mayor
Scott Stacy, Mayor Pro Tem
Kathaleen Brewer
Paul C. Oddo, Jr.
Harlan Shirley
James B. Williams

STAFF

Ray Gibson, City Manager
Anne Barksdale, City Clerk

MEETING LOCATION

Fayetteville City Hall
Council Chambers
240 South Glynn Street
Fayetteville, Ga. 30214

MEETING TIME EACH MONTH

Regular Session
1st & 3rd Thursday –
6:00pm

MAYOR AND COUNCIL OFFICE

Fayetteville City Hall
240 South Glynn Street
Fayetteville, Ga. 30214

Phone: 770-461-6029
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Web Site:
www.fayetteville-ga.gov

E-Mail Address:
abarksdale@fayetteville-ga.gov

Agenda *Fayetteville City Council Meeting* *July 7, 2016* *6:00 P.M.*

Call to Order

Opening Prayer

The Pledge of Allegiance to the Flag

Approval of Agenda

1. Approval of Minutes of the June 16, 2016 City Council Meeting
2. Approval of the Minutes of the June 30, 2016 Called City Council Meeting

RECOGNITIONS AND PRESENTATIONS:

3. Recognition of “Little Miss GA Princesses”: *Presented by Mayor Edward Johnson*

PUBLIC HEARINGS:

4. Consider #0-11-16 – Water & Sewer Rate Increase – 2nd Reading: *Presented by Assistant Director of Finance Carleetha Talmadge*
5. Consider Ordinance #0-13-16 – To Update the City’s Official Zoning Map – 2nd Reading: *Presented by Community Development Director Brian Wismer*

NEW BUSINESS:

6. Consider R-20-16 – Future Land Use Map Update: *Presented by Community Development Director Brian Wismer*
7. Discussion of the Highland Park Phase 3 Detention Ponds: *Presented by Public Services Director Chris Hindman*
8. Consider Bid Award – Bill Printing and Mailing Services: *Presented by Purchasing Agent Danielle Ballard*

9. Consider R-22-16 – Professional Services Agreement with The Collaborative Firm for Planning & Zoning services: *Presented by City Manager Ray Gibson*
10. Consider R-23-16 – SCT Funding: *Presented by City Manager Ray Gibson*
11. Consider R-24-16 – Amend Job Descriptions and Salary Pay Scale: *Presented by Assistant Director of Finance Carleetha Talmadge*

REPORTS AND COMMENTS:

12. City Manager and Staff Reports
13. City Council and Committee Reports
14. Mayors Comments
15. Public Comments

City of Fayetteville
Regular Mayor and City Council Meeting
Minutes
June 16, 2016

Call to Order

The Mayor and City Council of Fayetteville met in regular session on June 16, 2016 at 6:00 p.m. in the Council Chambers at City Hall. Mayor Edward Johnson called the meeting to order, followed by Opening Prayer and led those attending in the Pledge of Allegiance to the Flag. Council members present were: Harlan Shirley, Paul Oddo, Scott Stacy, and James Williams. Councilmember Kathaleen Brewer was absent. Staff members present were Assistant City Manager Alan Jones and City Clerk Anne Barksdale.

Stacy moved to approve the agenda as presented. Oddo seconded the motion. Motion carried unanimously.

Stacy moved to approve the minutes of the Regular City Council Meeting of June 2, 2016. Oddo seconded the motion. Motion carried unanimously.

Recognitions and Presentations:

Mayor Johnson called Police Chief Scott Pitts to recognize Officer Bell and the Miller Family. Officer Bell and other first responders with the Fayetteville PD, Fayette County SO, and 911 Center were recognized for their life saving actions for the daughter of Kevin and Anne Miller at the Joseph Sam's School.

Mayor Johnson recognized outgoing Executive Director of the Southern Conservation Trust, Pam Young, with a plaque for her many years of service with that organization.

Mayor Johnson called Reverend Mark Matson with Peachtree City First Baptist Church to give a presentation on The Bridge Community Center.

Mayor Johnson called VFW member Larry Dell to present the National VFW Firefighter of the Year award to City of Fayetteville Fire Department's Captain Keith Harris.

Public Hearings:

Mayor Johnson called Consider #0-8-16 – Rezoning 4.92 Acres – North Glynn Street and Lafayette Avenue Intersection from C-1 to PCD – REA Ventures – 2nd Reading.

Community Development Director Brian Wismer stated, this item needs to be tabled until the July 7th meeting due to legal questions and concerns that need to be addressed.

Oddo moved to table #0-8-16 – Rezoning 4.92 Acres – North Glynn Street and Lafayette Avenue Intersection from C-1 to PCD – REA Ventures until the July 7, 2016 City Council meeting. Stacy seconded the motion.

There were no public comments.

Mayor Johnson called Consider #0-10-16 – Revert Rezoning for Parcel #0524019 – Cobblestone – Public Hearing.

Community Development Director Brian Wismer stated, the owner is in the process of selling the property, so we would like to extend to the new owner 90 days to come up with an agreeable plan.

There were no public comments

Shirley moved to table for 90 days from today Ordinance #0-10-16 – Revert Rezoning for Parcel #0524019 – Cobblestone. Oddo seconded the motion. Motion carried unanimously.

Mayor Johnson called Consider #0-11-16 – Water and Sewer Rate Increase – Public Hearing and 1st Reading.

Assistant Director of Finance Carleetha Talmadge stated, the Water and Sewer budget has been prepared and includes a 2.4 % increase. This increase insures the City’s ability to meet and maintain the required debt service obligations as outlined in the 2010 and 2013 Series Water and Sewer Revenue Bonds.

Staff is recommending an amendment to the City of Fayetteville Water and Sewer Ordinance Section 86-62 Basic Rates, Charges, and Billing. This ordinance has been amended to increase the water and sewer fees for residential, senior, and commercial customers. The table below shows a comparison of the current rates to the proposed amended rates:

Type	Current Minimum	Proposed Minimum	Current per 1,000 rate	per gallon	Proposed per 1,000 rate	per gallon
Res Sewer	17.46	17.88	3.12		3.19	
Senior Sewer	14.83	15.19	3.12		3.19	
Com Sewer	30.62	31.35	3.12		3.19	
Res Water	15.55	15.92	3.11		3.18	
Senior Water	13.23	13.55	3.11		3.18	
Com Water	28.53	29.21	3.11		3.18	

She added, the minimum residential water and sewer bill will increase by .79 cents.

There were no public comments.

Mayor Johnson stated this was posted for 1st Reading.

Mayor Johnson called Consider #0-12-16 – FY 2017 Budget Hearing – Public Hearing and 1st Reading.

Director of Finance and Administration Mike Bush stated, the Proposed Fiscal Year 2017 (Beginning August 1, 2016 and Ending July 31, 2017) Budget package has been prepared and this presentation will give an overview of the proposed budgets which include: the General Fund, the Water and Sewer Fund, the Solid Waste and Recycling Fund, the Capital Projects Fund, the Impact Fee Fund, the SPLOST Fund, the Cemetery Trust Fund, the Confiscated Assets Fund, the Hotel/Motel Tax Fund, the Vehicle Rental Excise Tax Fund, the Downtown Development Authority, the Main Street Tourism Fund, and the Veterans Memorial Fund.

Proposed FY 2017 Budget Package:

FUND		
GENERAL FUND		
General Government		1,497,235.00
Judicial		659,001.00
Public Safety		7,818,856.00
Public Works		1,020,182.00
Housing and Development		657,809.00
Other Uses		282,843.00
TOTAL GENERAL FUND		11,935,926.00
ENTERPRISE FUNDS:		
Water and Sewer Fund		6,564,095.00
Solid Waste Fund		689,850.00
TOTAL ENTERPRISE FUNDS		7,253,945.00
TOTAL SPECIAL REVENUE FUNDS		428,448.00
TOTAL CAPITAL PROJECTS FUND		7,816,381.00
TOTAL COMPONENT UNITS		1,046,553.00
TOTAL ALL FUNDS		28,481,253.00

There were no public comments.

Mayor Johnson stated this was posted for 1st Reading.

Mayor Johnson called Consider Ordinance #0-13-16 – To Update the City’s Official Zoning Map – Public Hearing and 1st Reading.

Director of Community Development Brian Wismer stated, in continuance of the recommendations by the City Attorney, Mayor and Council shall adopt the City Zoning Map at or near an annual basis to record any changes to the document. All changes are recorded and maintained in the City’s GIS (Geographic Information System) files. The updated City Zoning Map includes zoning changes to several parcels approved by Mayor and Council since the last update.

He explained, in March of 2015, property at Hwy 54 East and Cobblestone Blvd. was rezoned from C-3/Highway Commercial to RMF-15/Multi-Family Residential (future Cobblestone Townhouses). In May 2015, property at 140 Walker Parkway was annexed into the City of Fayetteville and rezoned from CH/Highway Commercial to C-3/Highway Commercial (Starbucks/Mattress Firm). Also in May 2015, two properties at Veterans Parkway and Hood Road (Pinewood Forrest) were annexed into the city and rezoned from R-70/Single Family Residential to PCD /Planned Community Development. In July 2015, property at 467 Veterans Parkway was annexed into the city and rezoned from R-70/Single Family Residential to PCD/Planned Community Development (Thomas Lamb Property- zoning was reverted back to R-70 on June 2, 2016 for lack of development).

In August 2015, properties at 200 Hunters Glen and 100 Morning Dove Drive (Quail Hollow) were annexed into the city and rezoned from R-40/Single Family Residential (county) to R-40/Single Family Residential (city). In November 2015, property at 1231 Hwy 54 West was rezoned from MO/Medical Office to C-3/Highway Commercial (future Holiday Inn Express).

In December 2015, property at 936 West Lanier Avenue was rezoned from C-3/Highway Commercial to MO/Medical Office (future Heartis Senior Living). Also in December 2015, property at Hwy 85 North and Promenade Parkway was rezoned from C-3/Highway Commercial to M-1/Light Manufacturing (future Industrial Park).

Staff recommends approval of the updated City Zoning Map as presented.

There were no public comments.

Mayor Johnson stated this was posted for 1st Reading.

New Business:

Mayor Johnson called Consider R-14-16 – Fayette County Development Authority (FDCA) Funding Resolution.

FDCA Vice President Emily Poole stated, the Fayette County Development Authority (FCDA) is the lead economic development agency for Fayette County. The authority focuses on recruitment,

retention, and expansion of major industry and corporate office operations along with dealing with work force related issues for unincorporated Fayette County and its municipalities.

The FCDA approved FY 2016-17 budget consists of revenues that total \$471,943.00 and expenses that total \$471,943.00. Included within the revenue total is a payment by the City of Fayetteville in the amount of \$67,766.00. The breakdown of payments to the FCDA by each of the jurisdictions for FY 2015-16 and FY 2016-17 is as follows:

Jurisdiction	2015-16 Payment	2016-17 Payment
Fayette County	\$225,000.00	\$225,696.00
Peachtree City	\$75,000.00	\$146,047.00
City of Fayetteville	\$0.00	\$67,766.00
Town of Tyrone	\$0.00	\$29,235.00
Town of Brooks	\$0.00	\$2,227.00
Town of Woolsey	\$0.00	\$672.00
TOTALS	\$300,000.00	\$471,643.00

She said the City of Fayetteville, like the Towns of Tyrone, Brooks, and Woolsey have not been asked in past years to make a payment to the FCDA, while Peachtree City was paying for a business and retention employee to work solely for them. The FY 2016-17 budget is utilizing pro rata formula of \$4.25 times the 2015 Atlanta Regional Commission (ARC) estimate, whereby each jurisdiction will pay a base amount per resident. The ARC 2015 population estimate for Fayetteville was 15,947.

The FCDA Program of Work for the FY 2016-17 budget points out a more unified direction moving forward with the staffing plan to include the following:

- Maintain Interim CEO position
- VP of Economic Development
- Extend Office Manager’s hours
- Hire Part-time Film/Marketing personnel based on funding

The goal of the FCDA over the next five years is to become self-funding through the issuance of bonds for industrial development. The city’s resolution R-14-16 requests the City Council’s support to commit to three years of financial support to the FCDA based on the above noted formula.

Stacy moved to approve R-14-16 – Fayette County Development Authority (FDCA) Funding Resolution. Oddo seconded the motion. Motion carried unanimously.

Mayor Johnson called Consider Final Elevations for Holiday Inn Express – 1231 Highway 54 West.

Senior Planner Julie Brown stated, in November 2015, City Council reviewed the rezoning request from Kamlesh Patel for the Holiday Inn development proposed at 1231 Hwy 54 West. Council approved the rezoning with the condition that final elevations be reviewed and approved by City Council, following approval of Development Plans by the Planning & Zoning Commission.

On May 24, 2016 the P&Z Commission reviewed and approved development plans (including elevations) as submitted, so the elevations are now presented for Council review. Earlier feedback from the Planning & Zoning Commission and Council has been incorporated into the revised elevations. Some of those changes include a slanted canopy over the front entrance featuring wood grain and stone accents. Bold colored EFIS in the center of the building on all four sides that complements the architectural features of Piedmont Fayette hospital, and additional scouring on all four sides of the building.

Staff recommends approval of the elevations as the design architecture fits and compliments Fayette Piedmont hospital and the surrounding area.

Architect Dennis Drewyer explained further the details of the placement of the building and the design and landscape of the property.

Shirley moved to approve Final Elevations for Holiday Inn Express – 1231 Highway 54 West. Oddo seconded the motion. Motion carried 3-1. For: Shirley, Oddo, Stacy; Against: Williams.

Mayor Johnson called Consider R-21-16 – FY 2016 Budget Transfer.

Assistant Director of Finance Carleetha Talmadge stated this budget transfer is relating to the changes in the needs for the City during 2016, and additional items that were not budgeted at the beginning of the year that are now a necessary expense. This will allow the compression fix line items will be properly funded.

The adopted budget before this transfer is \$13,718,493 and after the transfers are complete, the budget will still be \$13,718,493.

Stacy moved to approve R-21-16 – FY 2016 Budget Transfer. Shirley seconded the motion. Motion carried unanimously.

Mayor Johnson called Discussion of the Highland Park Phase 3 Detention Ponds.

Public Services Director Chris Hindman stated Staff has discovered that Highland Park Phase 3 has two detention ponds within the subdivision which was Quit Claim deeded over to the City in 2005. The first pond labeled Pond A which consists of approximately 3.336 acres and the second pond labeled Pond B which consists of approximately .873 of an acre. Through investigating the development of the property through the files located at City Hall we could find no evidence that the City accepted responsibility of the two ponds.

He added, per the Final Plat dated 10-16-03 the detention ponds should have been the responsibility of the Homeowners Association. Further investigation discovered that the ponds were Quit Claim deeded over to the City on August 16th, 2005 as filed through the Superior Court of Fayette County Courts. Neither the deed nor any documentation could be found within the City's files that the City accepted the deed.

So, after discussions with the City Attorney, the City has two options available to us. The first is to accept the Quit Claim Deed and accept the responsibility of cleaning the ponds. The second is to not accept the deed and work to try and have the developer clean and maintain the ponds.

Mr. Hindman said since our City Attorney could not be present at this meeting to answer legal questions we would like to table this until the July 7th City Council meeting.

Oddo moved to table Highland Park Phase 3 Detention Ponds until the July 7, 2016 City Council meeting. Shirley seconded the motion. Councilmember Stacy recused himself as he has a personal interest in this item. Motion carried unanimously.

City Manager and Staff Reports:

Assistant City Manager Alan Jones stated this is a busy weekend with Lunch on the Lawn tomorrow, Atlanta Rhythm Section playing at the Southern Ground Amphitheater Saturday, and Market Day on Saturday. Also, there's a ribbon cutting for new store Tribal Chick on the square tomorrow.

Director of Public Services Chris Hindman showed a "fly over" video of the status and progress of the Hood Avenue/Hwy. 92 round-a-bout and road project.

City Council and Committee Reports:

Councilmember Stacy gave an update on the Ridge Nature Center, saying the 1.2-mile stream continues to be cleaned out, ready for a July opening to the public.

Mayor's Comments:

Mayor Johnson said he and Councilmember Shirley and City Manager Ray Gibson had a very productive meeting when they traveled to Bricktown, Oklahoma City. They brought back plenty of ideas to help in the planning of Fayetteville's downtown.

Mayor Johnson stated he recently attended the GA Power Regional Update which was very informational.

Mayor, Council, and staff members will be attending the annual Georgia Municipal Association conference in Savannah June 24th – 28th.

There were no public comments.

Stacy moved to adjourn the meeting. Shirley seconded the motion. The motion carried unanimously.

Respectfully submitted,

Anne Barksdale, City Clerk

City of Fayetteville
Mayor and City Council Called Meeting
Minutes
June 30, 2016

Call to Order

The Mayor and City Council of Fayetteville met in a called meeting on June 30, 2016 at 5:00 p.m. in the Council Chambers at City Hall. Mayor Edward Johnson called the meeting to order, followed by Opening Prayer and led those attending in the Pledge of Allegiance to the Flag. Council members present were: Harlan Shirley, Kathaleen Brewer, Paul Oddo, Scott Stacy, and James Williams. Staff members present were City Manager Ray Gibson and City Clerk Anne Barksdale.

Oddo moved to approve the agenda as presented. Brewer seconded the motion. Motion carried unanimously.

New Business:

Mayor Johnson called Consider Approval for a New Agreement with City of Fayetteville Municipal Court Judge: *presented by City Manager Ray Gibson*

City Manager Ray Gibson stated, due to House Bill 691 that goes into effect July 1, 2016, we found it in the best interest to update the Municipal Court Judge's contract with the City. This agreement will commence July 1, 2016 and continue until December 31, 2017.

The monthly retainer will be \$2,100.00 and the approved court sessions scheduled will be compensated at \$350.00 per session.

Oddo moved to approve New Agreement with City of Fayetteville Municipal Court Judge. Shirley seconded the motion. Motion carried unanimously.

Shirley moved to adjourn the meeting. Williams seconded the motion. The motion carried unanimously.

Respectfully submitted,

Anne Barksdale, City Clerk



CITY OF FAYETTEVILLE

INTEROFFICE MEMORANDUM

TO: Mayor and Council

VIA: Ray Gibson, City Manager

CC: Mike Bush, Director of Finance

FROM: Carleetha Talmadge, Asst. Director of Finance

DATE: June 16, 2016

SUBJECT: #0-11-16 - Proposed Amendment to Water and Sewer Rate Structure

The Water and Sewer budget has been prepared for your review which includes a 2.4 % increase. This increase insures the City's ability to meet and maintain the required debt service obligations as outlined in the 2010 and 2013 Series Water and Sewer Revenue Bonds.

Staff is recommending an amendment to the City of Fayetteville Water and Sewer Ordinance Section 86-62 Basic Rates, Charges, and Billing. This ordinance has been amended to increase the water and sewer fees for residential, senior, and commercial customers. The table below shows a comparison of the current rates to the proposed amended rates:

Type	Current Minimum	Proposed Minimum	Current per 1,000 gallon rate	Proposed per 1,000 gallon rate
Res Sewer	17.46	17.88	3.12	3.19
Senior Sewer	14.83	15.19	3.12	3.19
Com Sewer	30.62	31.35	3.12	3.19
Res Water	15.55	15.92	3.11	3.18
Senior Water	13.23	13.55	3.11	3.18
Com Water	28.53	29.21	3.11	3.18

The minimum residential water and sewer bill will increase by .79 cents.

The table below shows the rate increases for Water and Sewer effective with the September billing for August usage, adopted by ordinance on August 1, 2016. Thanks.

Type	Current Minimum	Proposed Minimum	Current per 1,000 gallon rate	Proposed per 1,000 gallon rate
Res Sewer	17.46	17.88	3.12	3.19
Senior Sewer	14.83	15.19	3.12	3.19
Com Sewer	30.62	31.35	3.12	3.19
Res Water	15.55	15.92	3.11	3.18
Senior Water	13.23	13.55	3.11	3.18
Com Water	28.53	29.21	3.11	3.18

Subject Matter: 0-11-16
Amendment to Chapter 86, Rate Amendment

Date First Presented and Read at Council Public Meeting: 6-16-16

Date of Second Reading, Public Hearing and Adoption by Council at Public Meeting: 07-07-16

**CITY OF FAYETTEVILLE
COUNTY OF FAYETTE
STATE OF GEORGIA**

ORDINANCE NUMBER #0-11-16

**AN ORDINANCE OF THE CITY
OF FAYETTEVILLE, GEORGIA**

PREAMBLE AND FINDINGS OF FACTS

WHEREAS, Mayor and City Council of the City of Fayetteville (the “City”) desire to amend the City’s existing water and sewer rate schedules to comply with the 2010 and 2013 Series Water and Sewer Revenue Bond require debt coverage;

WHEREAS, the Ordinance will aid the City in meeting the 2010 and 2013 Series Water and Sewer Revenue Bond required debt coverage by implementing an increased rate structure based upon the Consumer Price Index of 2.4%;

WHEREFORE THE CITY OF FAYETTEVILLE HEREBY ADOPTS AND ORDAINS THE FOLLOWING ORDINANCE:

ARTICLE I

The Mayor and City Council do hereby ordain and enact these additions to the City’s ordinances codified at Section 86-62 of the City of Fayetteville’s Code by adding and including language contained hereinafter which is double-underlined (double-underlined) to the original text as follows:

DIVISION 2. RATES, CHARGES AND BILLING

Sec. 86-62. Basic rates.

There is hereby adopted the following sewer and water rate schedules for the city:

(1) *Sewer rates.*

a. For all residential customers, whose service is provided by the city, the sewer rate shall be:

1. Monthly water usage from zero gallons to 2,000 gallons ~~\$17.46~~ **\$17.88** minimum; and
2. Monthly water usage in excess of 2,000 gallons, an additional ~~\$3.12~~ **\$3.19** per 1,000 gallons used in excess of the initial 2,000 gallons.

b. Reserved.

c. For all commercial customers, whose service is provided by the city, the water rate shall be:

1. Monthly water usage from zero gallons to 2,000 gallons ~~\$30.62~~ **\$31.35** minimum; and
2. Monthly water usage in excess of 2,000 gallons, an additional ~~\$3.12~~ **\$3.19** per 1,000 gallons used in excess of the initial 2,000 gallons.

(2) *Water rates.*

a. For all residential customers, whose service is provided by the city, the water rate shall be:

1. Monthly water usage from zero gallons to 2,000 gallons, ~~\$15.55~~ **\$15.92** minimum; and
2. Monthly water usage in excess of 2,000 gallons, an additional ~~\$3.11~~ **\$3.18** per 1,000 gallons used in excess of the initial 2,000 gallons up to 10,000 gallons.
3. Monthly water usage in excess of 10,000 gallons shall be billed at 125 percent of the city's residential per gallon charge.
4. Monthly water usage in excess of 20,000 gallons shall be billed at 200 percent of the city's residential per gallon charge in order to encourage water conservation.

b. Reserved.

c. For all commercial customers, whose service is provided by the city, the water rate shall be:

1. Monthly water usage from zero gallons to 2,000 gallons, ~~\$28.53~~ **\$29.21** minimum; and
2. Monthly water usage in excess of 2,000 gallons, an additional ~~\$3.11~~ **\$3.18** per 1,000 gallons used in excess of the initial 2,000 gallons.

(3) *Minimum charge.* The minimum charge for water and/or sewer shall be based upon the number of existing residential or commercial units which potentially may be served by each water meter. A minimum charge shall be charged for each apartment unit and each commercial, business or industrial unit being occupied by different occupants or being put to different uses, or for each unit separated from another unit by a firewall. The number of minimum charges billed per meter is subject to change as the configuration or use of a building or structure changes.

(Ord. No. 0-11-01, art. V, 4-19-01; Ord. No. 0-42-05, arts. I, II, 12-1-05; Ord. No. 0-3-06, arts. 1, 2, 4-6-06; Ord. No. 0-17-07, §§ 1, 2, 7-19-07; Ord. No. 0-22-08, art. 1, 8-7-08)

ARTICLE II

Section 86-62 as amended by this Ordinance at Article I shall read as follows:

Sec. 86-62. Basic rates.

There is hereby adopted the following sewer and water rate schedules for the city:

(1) *Sewer rates.*

a. For all residential customers, whose service is provided by the city, the sewer rate shall be:

1. Monthly water usage from zero gallons to 2,000 gallons \$17.88 minimum; and
2. Monthly water usage in excess of 2,000 gallons, an additional \$ 3.19 per 1,000 gallons used in excess of the initial 2,000 gallons.

b. Reserved.

c. For all commercial customers, whose service is provided by the city, the water rate shall be:

1. Monthly water usage from zero gallons to 2,000 gallons \$31.35 minimum; and
2. Monthly water usage in excess of 2,000 gallons, an additional \$3.19 per 1,000 gallons used in excess of the initial 2,000 gallons.

(2) *Water rates.*

a. For all residential customers, whose service is provided by the city, the water rate shall be:

1. Monthly water usage from zero gallons to 2,000 gallons, \$15.92 minimum; and
2. Monthly water usage in excess of 2,000 gallons, an additional \$3.18 per 1,000 gallons used in excess of the initial 2,000 gallons up to 10,000 gallons.

3. Monthly water usage in excess of 10,000 gallons shall be billed at 125 percent of the city's residential per gallon charge.

4. Monthly water usage in excess of 20,000 gallons shall be billed at 200 percent of the city's residential per gallon charge in order to encourage water conservation.

b. Reserved.

c. For all commercial customers, whose service is provided by the city, the water rate shall be:

1. Monthly water usage from zero gallons to 2,000 gallons, \$29.21 minimum; and
2. Monthly water usage in excess of 2,000 gallons, an additional \$ 3.18 per 1,000 gallons used in excess of the initial 2,000 gallons.

(3) *Minimum charge.* The minimum charge for water and/or sewer shall be based upon the number of existing residential or commercial units which potentially may be served by each water meter. A minimum charge shall be charged for each apartment unit and each commercial, business or industrial unit being occupied by different occupants or being put to different uses, or for each unit separated from another unit by a firewall. The number of minimum charges billed per meter is subject to change as the configuration or use of a building or structure changes.

ARTICLE III

This Ordinance shall become immediately effective upon its second reading and adoption by the City Council.

ARTICLE IV

The Preamble of this Ordinance shall be construed to be, and is hereby incorporated by reference as if fully set out herein.

ARTICLE V

If any sections, paragraphs, sentences, clauses, and phrases of this Ordinance are severable, and if any phrase, sentence, paragraph, or section of this Ordinance shall be declared illegal by the valid judgment or decree of any court of competent jurisdiction, such an illegality shall not affect any of the remaining phrases, clauses, sentences, paragraphs, and sections of this Ordinance.

ARTICLE VI

The additions made to City Code Section 86-62 of the Code of Ordinances of the City of Fayetteville by this ordinance shall not be construed or held to negate any offense committed against such Section 86-62 or as to any act done, any penalty, forfeiture or punishment so incurred, or any right accrued or claim arising under Section 86-62, or in any way affect any such offense or act so committed or so done, or any penalty, forfeiture or punishment so incurred or any right accrued or claim arising before the herein newly enacted Code Section (“New Section”) takes effect, save only that proceedings thereafter shall conform to the New Section, so far as practicable. If any penalty, forfeiture or punishment be mitigated by any provision of the New Section, such provision may be, by the consent of the party affected, applied to any judgment announced after the New Section takes effect. This Savings Clause shall extend to all repeals, either by express words or implication.

ARTICLE VII

Article Two of this Ordinance shall remain codified at Chapter 86, of the City’s Code of Ordinances.

APPROVED BY THE MAYOR AND COUNCIL OF THE CITY OF FAYETTEVILLE, at a regular meeting of the Mayor and Council on the 7th day of July, 2016, by the following voting for adoption:

ATTEST:

Anne Barksdale, City Clerk

Edward J. Johnson, Jr., Mayor

Scott Stacy., Mayor Pro Tem

Kathaleen Brewer, Councilmember

Paul C. Oddo, Jr., Councilmember

Harlan Shirley, Councilmember

James B. Williams, Councilmember



CITY OF FAYETTEVILLE

INTEROFFICE MEMORANDUM

TO: Mayor and Council

VIA: Ray Gibson, City Manager

CC: Chris Hindman, Director of Public Services
Anne Barksdale, City Clerk

FROM: Brian Wismer, Director of Community Development

DATE: June 10, 2016

SUBJECT: #0-13-16 - Adoption of changes to City Zoning Map

In continuance of the recommendations by the City Attorney, Mayor and Council shall adopt the City Zoning Map at or near an annual basis to record any changes to the document. All changes are recorded and maintained in the City's GIS (Geographic Information System) files. The updated City Zoning Map includes zoning changes to several parcels approved by Mayor and Council since the last update.

In March of 2015, property at Hwy 54 East and Cobblestone Blvd. was rezoned from C-3/Highway Commercial to RMF-15/Multi-Family Residential (future Cobblestone Townhouses). In May 2015, property at 140 Walker Parkway was annexed into the City of Fayetteville and rezoned from CH/Highway Commercial to C-3/Highway Commercial (Starbucks/Mattress Firm). Also in May 2015, two properties at Veterans Parkway and Hood Road (Pinewood Forrest) were annexed into the city and rezoned from R-70/Single Family Residential to PCD /Planned Community Development. In July 2015, property at 467 Veterans Parkway was annexed into the city and rezoned from R-70/Single Family Residential to PCD/Planned Community Development (Thomas Lamb Property- zoning was reverted back to R-70 on June 2, 2016 for lack of development).

In August 2015, properties at 200 Hunters Glen and 100 Morning Dove Drive (Quail Hollow) were annexed into the city and rezoned from R-40/Single Family Residential (county) to R-40/Single Family Residential (city). In November 2015, property at 1231 Hwy 54 West was rezoned from MO/Medical Office to C-3/Highway Commercial (future Holiday Inn Express).

In December 2015, property at 936 West Lanier Avenue was rezoned from C-3/Highway Commercial to MO/Medical Office (future Heartis Senior Living). Also in December 2015, property at Hwy 85 North and Promenade Parkway was rezoned from C-3/Highway Commercial to M-1/Light Manufacturing (future Industrial Park).

Staff recommends APPROVAL of the updated City Zoning Map as presented.

PUBLIC NOTICE

The Mayor and City Council of the City of Fayetteville will hold public hearings on Thursday June 16, 2016 and Thursday, July 7, 2016 at 6:00 p.m. at City Hall 240 South Glynn Street, Fayetteville, Georgia, 30214.

The purpose of these hearings is to consider updates to the Future Land Use Map and the Zoning Map for the City of Fayetteville.

Information pertaining to this request is available at City Hall between the hours of 8:00 AM and 5:00 PM, Monday through Friday.

Please advertise June 8th and June 22nd, 2016

Subject Matter: Adoption of Official Zoning Map #0-13-16
Date First Presented at Council Public Meeting: 06-16-16
Date of Public Hearing Before City Council: 06-16-16
Date of Second Reading and Adoption: 07-7-16
Date of Public Notice Published in *Fayette County News*: 06-8-16

CITY OF FAYETTEVILLE
COUNTY OF FAYETTE
STATE OF GEORGIA

ORDINANCE #0-13-16

CITY OF FAYETTEVILLE, GEORGIA

PREAMBLE/FINDINGS OF FACTS

WHEREAS, in the course of managing the City's comprehensive zoning regulations the City has approved various rezonings in accordance with the Future Land Use Map; and

WHEREAS, as part of these rezonings the official zoning map of the City has been updated to reflect all rezonings; and

WHEREAS, the City has expanded its boundaries through annexation and ascribed appropriate zoning classifications to those parcels; and

WHEREAS, the City desires to adopt a new official zoning map and amend Sec. 94-17 of the City's code of ordinances; and

WHEREAS, the City has given notice to the public of this adoption and the official zoning map as may be required by law and public hearings have been conducted as may be required by law.

ORDINANCE

IT IS HEREBY ADOPTED AND ORDAINED BY THE CITY OF FAYETTEVILLE AS FOLLOWS:

ARTICLE ONE

The City hereby adopts as its official zoning map, the revised zoning map dated July 7, 2016, bearing the signature of the Mayor and bearing an adoption date of July 7, 2016.

ARTICLE TWO

The City's Zoning Ordinance at Section 94-17 of the City's Code of Ordinances is hereby amended by deleting the stricken language (~~stricken language~~) and adding the double underlined language (double underlined) as follows:

Sec. 94-17. Zoning map of the City of Fayetteville.

The revised zoning map of the City of Fayetteville dated and signed by the Mayor on ~~December 18, 2014~~, July 7, 2016 is formally adopted.

ARTICLE THREE

Any ordinance or part of any ordinance in conflict herewith is hereby repealed.

ARTICLE FOUR

If any section, subsection, sentence, clause, phrase, or other portion of this ordinance for any reason is held invalid or unconstitutional by court of competent jurisdiction, such portion shall be deemed as a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portion hereof.

ARTICLE FIVE

The Preamble of this Ordinance shall be construed to be, and is hereby incorporated by reference as if fully set out herein.

ARTICLE SIX

This ordinance shall become immediately effective upon its adoption.

ARTICLE SEVEN

The Zoning map of the City of Fayetteville and the amendments made herein shall remain codified at Sec. 94-17 of the City of Fayetteville Code of Ordinances.

[Signatures appear on the following page.]

APPROVED BY THE MAYOR AND COUNCIL OF THE CITY OF FAYETTEVILLE, at a regular meeting of the Mayor and Council on the 7 day of July, 2016, by the following voting for adoption:

ATTEST:

Edward J. Johnson, Jr. Mayor

Scott Stacy, Mayor Pro Tem

Anne Barksdale, City Clerk

Kathaleen Brewer, Council Member

Paul C. Oddo, Jr., Council Member

Harlan Shirley, Council Member

James B. Williams, Council Member



CITY OF FAYETTEVILLE

INTEROFFICE MEMORANDUM

TO: Mayor and Council

VIA: Ray Gibson, City Manager

CC: Chris Hindman, Director of Public Services
Anne Barksdale, City Clerk

FROM: Brian Wismer, Director of Community Development

DATE: June 30, 2016

SUBJECT: Annual Adoption of Future Land Use Map

In continuance of the recommendations by the City Attorney, Mayor and Council shall adopt the City's Future Land Use (FLU) Map on at or near an annual basis to record any changes to the document. All changes are recorded and maintained in the City's GIS (Geographic Information System) files.

The FLU Map is not adopted as a zoning document, but as a planning document. As such, it is used to help guide future development projects to certain areas, and reflect the general land use goals of the City. Amendments to the map can and should occur when the City's land use goals are updated, and when rezonings occur that may conflict with the map.

The 2016 Future Land Use Map has been amended to include any properties that were annexed into the City of Fayetteville in 2015, and offers proposed amendments to the West Fayetteville Area properties annexed into the City in 2013 which had no imminent development plans.

At the time of the 2013 annexation of the West Fayetteville Area, all such properties without imminent development plans were assigned "Low Density Single Family" designations on the FLU Map as a placeholder. The City initially planned to adopt a zoning overlay for the West Fayetteville Area that would help determine the future land use assignments for these properties. The proposed overlay project was placed on an indefinite hold status, because the City's existing zoning and development regulations were found sufficient to address development of these properties.

It was never the City's (or the property owners') intention to annex property into the City for the future purposes of low density residential development, which can easily occur without an annexation. Because of the impact of Piedmont Fayette Hospital and Pinewood Atlanta Studios on the surrounding area, the annexations were done to help facilitate growth in the medical services and film technology sectors, and other related growth opportunities for the City.

Staff recommends the following updates to the FLU map to reflect the original intent and purpose of the West Fayetteville Area annexations.

Adjacent properties to the hospital should be designated as Medical Mixed Use to complement the surrounding area designations and encourage growth in the medical services industry. The City's Comprehensive Plan describes "Medical Mixed Use" as follows:

This category refers to a campus-like setting that allows for the establishment of local and regional medical centers, allied health services and necessary support businesses. Uses deemed appropriate in this area include: offices, planned residential developments, service related commercial establishments.

Further questions have been raised about the above land use narrative regarding the meaning and intent of the phrase "planned residential developments"; specifically if apartment housing would be construed to qualify as a use under this somewhat ambiguous description. Within the comp plan, further explanation is given regarding the overall intent of how residential uses should be encouraged in this land use category.

Housing Choices: A goal for this area is to provide a healthy mix of housing options (mixed use developments, assisted living, and conservation [of existing] neighborhoods).

Provide various housing types such as assisted living, elderly, and special needs.

Varied residential uses to create a live/work environment.

Medical park design should be very pedestrian-oriented, with strong, walkable connections between different uses within the development.

From these findings, the intent of the phrase "planned residential developments" is not meant to encourage apartment developments, but rather traditional neighborhood preservation and institutional housing that would include a medical care component. The references to "live/work and mixed-use" could support individual residential units over medical office/commercial space, but that would be impractical to implement beyond a very small scale.

Adjacent properties to Pinewood Atlanta Studios should be designated Business Park to complement the existing studio development and encourage further growth in that industry. The comp plan describes Business Park as follows:

Business parks are planned, mixed-use development generally along a major thoroughfare or expressway. This category is intended to provide employment opportunities that focus on knowledge-based industries, research and development, office space and limited light

industrial uses. An appropriate level of commercial development is permitted if it serves the park and is consistent with the surrounding uses.

Property adjacent to Crystal Lake should be designated as Neighborhood Mixed Use to encourage largely residential growth with limited commercial opportunities. The comp plan describes Neighborhood Mixed Use as follows:

Mixed land use appropriate for a more residential, less densely populated area...This area allows for an appropriate level of commercial and office activities that have a minimal impact on the surrounding residential uses. A balance of residential uses appropriate for this area can include single-family detached, townhouses, and condominiums. Appropriate non-residential uses include neighborhood scale retail and service businesses and public institutional and professional uses.

These updated designations will serve as a guide to planning staff, the P&Z Commission, and City Council to help guide future development in the City. Staff recommends ADOPTION of the updated Future Land Use Map.

PUBLIC NOTICE

The Mayor and City Council of the City of Fayetteville will hold public hearings on Thursday June 16, 2016 and Thursday, July 7, 2016 at 6:00 p.m. at City Hall 240 South Glynn Street, Fayetteville, Georgia, 30214.

The purpose of these hearings is to consider updates to the Future Land Use Map and the Zoning Map for the City of Fayetteville.

Information pertaining to this request is available at City Hall between the hours of 8:00 AM and 5:00 PM, Monday through Friday.

Please advertise June 8th and June 22nd, 2016



CITY OF FAYETTEVILLE

INTEROFFICE MEMORANDUM

TO: Mayor and Council

VIA: Ray Gibson, City Manager

CC: Mike Bush, Director of Finance

FROM: Chris Hindman, Director of Public Services

DATE: 6/6/16

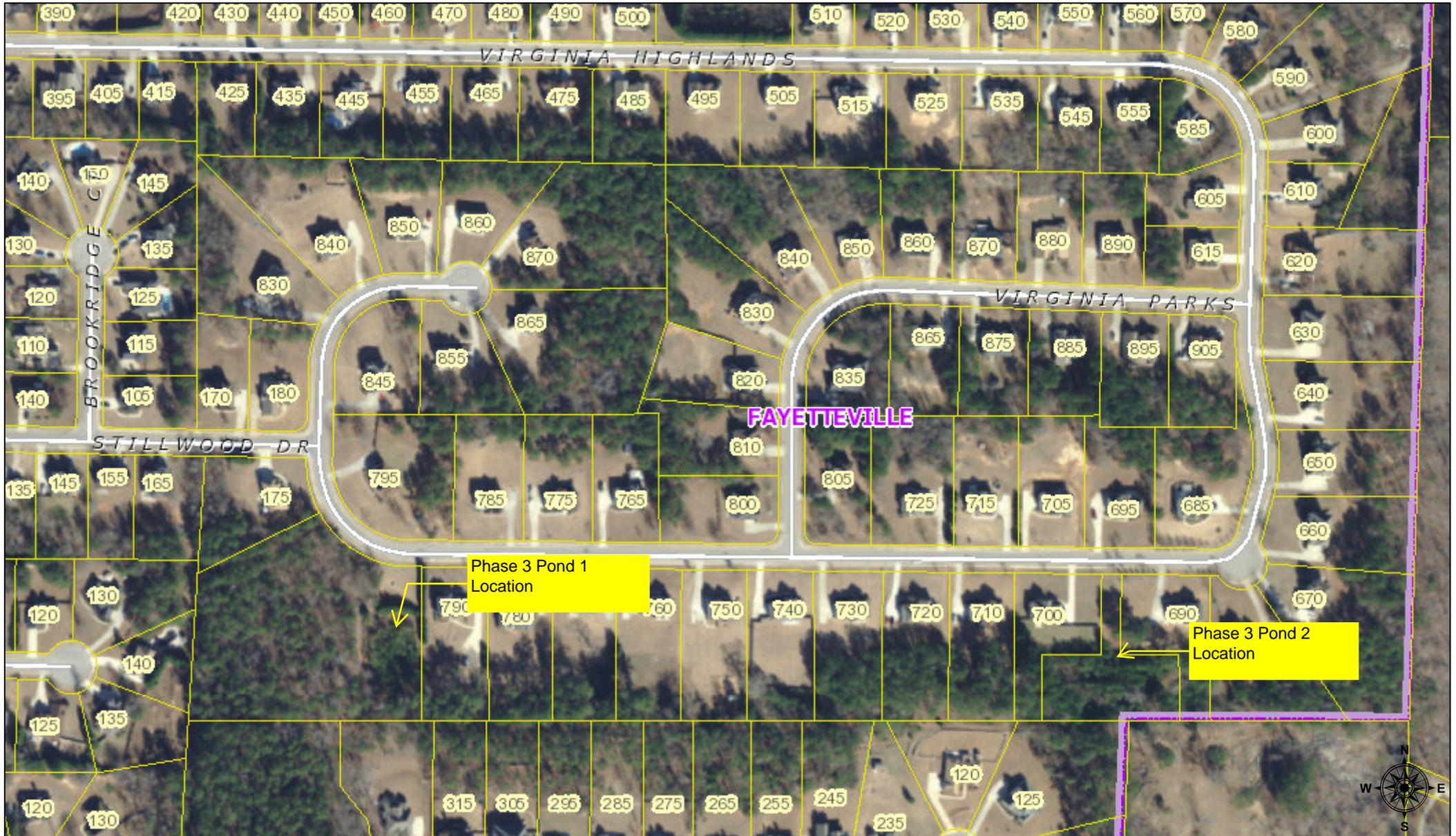
SUBJECT: Highland Park Phase 3 Detention Ponds

Staff has discovered that Highland Park Phase 3 has two detention ponds within the subdivision which was Quit Claim deeded over to the City in 2005. The first pond labeled Pond A which consists of approximately 3.336 acres and the second pond labeled Pond B which consists of approximately .873 of an acre. Through investigating the development of the property through the files located at City Hall staff could find no evidence that the City accepted responsibility of the two ponds. Per the Final Plat dated 10-16-03 the detention ponds should have been the responsibility of the Home Owners Association. Further investigation discovered that the ponds were Quit Claim deeded over to the City on August 16th, 2005 as filed through the Superior Court of Fayette County Courts. Neither the deed nor any documentation could be found within the City's files that the City accepted the deed.

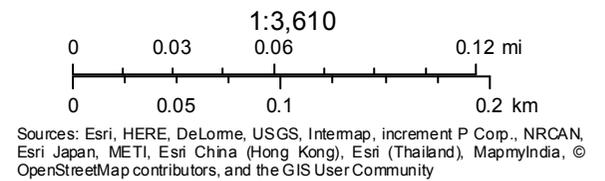
After discussions with the City Attorney, the City has two options available to us. The first is to accept the Quit Claim Deed and accept the responsibility of cleaning the ponds. The second is to not accept the deed and work to try and have the developer clean and maintain the ponds.

Staff along with the City Attorney will be at the Council meeting to discuss these options and to answer any questions Council might have.

Highland Park



June 6, 2016



TOPOGRAPHIC DATA BY JACK BERRY & ASSOCIATES
VERTICAL DATUM IS MEAN SEA LEVEL
SURVEY BY LARRY SIBLEY SURVEYING
ADDITIONAL STREET LIGHTS TO BE
INSTALLED AT THE DIRECTION OF CITY OF
FAYETTEVILLE
PER CITY COUNCIL APPROVAL
TRACT 1
TOTAL LOTS APPROVED - 113
LOTS PREVIOUSLY DEVELOPED - 105
REMAINING - 8

TRACT 2
TOTAL LOT APPROVED - 57
LOTS PREVIOUSLY DEVELOPED - 30
REMAINING - 27

DETENTION PONDS ARE TO BE MAINTAINED BY THE
DEVELOPER (SOUTHPARK DEVELOPMENT) DURING
THE CONSTRUCTION PHASE, AFTER COMPLETION
OF CONSTRUCTION MAINTNENACE TO BE TURNED
OVER TO THE HOMEOWNER'S ASSOCIATION.

OWNERS ACKNOWLEDGEMENT

THE OWNER OF THE LAND SHOWN ON THIS PLAT AND WHOSE NAME
IS SUBSCRIBED THERETO, AND IN PERSON FOR THROUGH A DULY
AUTHORIZED AGENT, ACKNOWLEDGES THAT THIS PLAT WAS MADE
FROM AN ACTUAL SURVEY AND DEDICATES TO THE USE OF THE
PUBLIC AND CITY OF FAYETTEVILLE, GEORGIA FOREVER, ALL
STREETS, WATER MAIN PIPE, VALVES, HYDRANTS, AND
EASEMENTS, SANITARY SEWERS, MANHOLES, AND DRAINAGE
PIPES AND STRUCTURES WITHIN PUBLIC RIGHTS-OF-WAY;
FOR THE PURPOSE THEREIN EXPRESSED.

SUBDIVIDER Smith, Paul D. OWNER [Signature]
DATE 10-16-03 DATE 10-16-03

AS PER OFFICIAL FLOOD INSURANCE MAPS BY THE
F.E.M.A., PANEL NO. 130432-0085A, IT IS MY OPINION
THAT THIS PROPERTY DOES NOT LIE WITHIN A
DESIGNATED FLOOD HAZARD AREA.



Doc ID: 006825900002 Type: GLR
Filed: 08/24/2005 at 02:38:00 PM
Fee Amt: \$10.00 Page 1 of 2
Transfer Tax: \$0.00
Fayette, Ga. Clerk Superior Court
Sheila Studdard Clerk of Court

BK 2842 PG 463-464

File No.: PHIL/
After Recording, Return to:
R. William Hamner, c/o
LEVINE & D'ALESSIO, P.C.
5 Gresham Landing, Suite A
Stockbridge, GA 30281

QUITCLAIM DEED

STATE OF GEORGIA COUNTY OF FAYETTE

THIS INDENTURE, Made the 23 day of August in the year **Two Thousand FIVE**, between **SOUTHPARK DEVELOPMENT, INC.**, of the County of **FAYETTE**, and the State of **GEORGIA**, as party or parties of the first part, hereinafter called Grantor, and **CITY OF FAYETTEVILLE, A GEORGIA MUNICIPAL CORPORATION** of the county of **FAYETTE**, and the State of **GEORGIA**, as party or parties of the second part, hereinafter called Grantee (the words "Grantor" and Grantee" to include their respective heirs, successors and assigns where the context requires or permits).

WITNESSETH that : Grantor, for and in consideration of the sum of one dollar (\$1.00) and other valuable considerations in hand paid at and before the sealing and delivery of these presents, the receipt whereof is hereby acknowledged, by these presents does hereby remise, convey and forever **QUITCLAIM** unto the said Grantee,

SEE EXHIBIT "A" ATTACHED HERETO AND INCORPORATED HEREIN BY THIS REFERENCE.

TO HAVE AND TO HOLD the said described premises to grantee, so that neither grantor nor any person or persons claiming under grantor shall at any time, by any means or ways, have, claim or demand any right to title to said premises or appurtenances, or any rights thereof.

IN WITNESS WHEREOF, the Grantor has signed and sealed this deed, the day and year first above written.

SOUTHPARK DEVELOPMENT, INC.

BY: [Signature] (Seal)

Signed, sealed and delivered in the presence of:

[Signature]
(Unofficial witness)

(Seal)

[Signature]
(Notary Public)



(Seal)

MY COMMISSION EXPIRES: _____
(NOTARY SEAL)

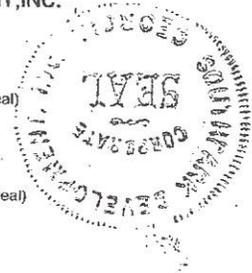


EXHIBIT "A"

DATE: AUG 16, 2005

SOUTHPARK DEVELOPMENT
HIGHLAND S/D
OPEN AREA W/POND A

ALL THAT TRACT OR PARCEL OF LAND LYING AND BEING IN LAND LOT #104 OF THE 5TH DISTRICT OF FAYETTE COUNTY, GEORGIA CITY OF FAYETTEVILLE AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT ON THE WEST RIGHT OF WAY OF VIRGINIA HIGHLANDS, HAVING A 50' FEET RIGHT OF WAY, SAID POINT BEING 108.70' FEET AS MEASURED ALONG THE WEST RIGHT OF WAY FROM THE SOUTHWEST INTERSECTION OF STILLWOOD DRIVE (50' FEET R/W) AND VIRGINIA HIGHLANDS: THENCE IN A CURVATURE, HAVING A CHORD BEARING OF NORTH 58 DEGREES 20 MINUTES 38 SECONDS WEST, A RADIUS OF 197.79' FEET, AN ARC LENGTH OF 219.91' FEET AND A CHORD LENGTH OF 208.76' FEET TO A POINT: THENCE: SOUTH 89 DEGREES 48 MINUTES 19 SECONDS WEST, A DISTANCE OF 22.98' FEET TO A POINT: THENCE SOUTH 00 DEGREES 11 MINUTES 41 SECONDS EAST, A DISTANCE OF 290.69' FEET TO A POINT: THENCE SOUTH 89 DEGREES 48 MINUTES 19 SECONDS WEST, A DISTANCE OF 440.33' FEET TO A POINT: THENCE NORTH 00 DEGREES 28 MINUTES 02 SECONDS EAST, A DISTANCE OF 283.88 TO A POINT: THENCE SOUTH 63 DEGREES 30 MINUTES 26 SECONDS WEST, A DISTANCE OF 264.08' FEET TO A POINT AND THE POINT OF BEGINNING: SAID TRACT HAVING 3.336 ACRES. AS PER FINAL PLAT OF HIGHLAND PARK PHS 3 DATED 10-03-03

OPEN AREA W/POND B

ALL THAT TRACT OR PARCEL OF LAND LYING AND BEING IN LAND LOT #105 OF THE 5TH DISTRICT OF FAYETTE COUNTY, GEORGIA CITY OF FAYETTEVILLE AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT ON THE WEST RIGHT OF WAY OF VIRGINIA HIGHLANDS, HAVING A 50' FEET RIGHT OF WAY, SAID POINT BEING 1,648.59' FEET AS MEASURED ALONG THE WEST RIGHT OF WAY FROM THE SOUTHWEST INTERSECTION OF STILLWOOD DRIVE (50' FEET R/W) AND VIRGINIA HIGHLANDS: THENCE ALONG THE RIGHT OF WAY OF VIRGINIA HIGHLANDS NORTH 89 DEGREES 41 MINUTES 42 SECONDS EAST, A DISTANCE OF 30.00' FEET TO A POINT: THENCE LEAVING SAID R/W SOUTH 00 DEGREES 11 MINUTES 41 SECONDS EAST, A DISTANCE OF 160.31' FEET TO A POINT: THENCE SOUTH 89 DEGREES 22 MINUTES 29 SECONDS WEST, A DISTANCE OF 113.00' FEET TO A POINT: THENCE SOUTH 00 DEGREES 11 MINUTES 41 SECONDS EAST, A DISTANCE OF 131.30' FEET TO A POINT: THENCE SOUTH 89 DEGREES 48 MINUTES 19 SECONDS WEST, A DISTANCE OF 254.99' FEET TO A POINT: THENCE NORTH 00 DEGREES 11 MINUTES 41 SECONDS WEST, A DISTANCE OF 129.38' FEET TO A POINT: THENCE NORTH 89 DEGREES 22 MINUTES 29 SECONDS EAST, A DISTANCE OF 112.00' FEET TO A POINT: THENCE NORTH 00 DEGREES 11 MINUTES 41 SECONDS WEST, A DISTANCE OF 160.47' FEET TO A POINT ON THE R/W OF VIRGINIA HIGHLANDS AND THE POINT OF BEGINNING: SAID TRACT HAVING 0.873 ACRES AS PER FINAL PLAT OF HIGHLAND PARK PHASE 3 DATED 10-03-03



CITY OF FAYETTEVILLE

INTEROFFICE MEMORANDUM

TO: Mayor and Council

VIA: Ray Gibson, City Manager

CC: Mike Bush, Director of Finance
Danielle Ballard, Purchasing Agent
Anne Barksdale, City Clerk

FROM: Carleetha Talmadge, Assistant Director of Finance

DATE: June 24, 2016

SUBJECT: Bid Award for Bill Printing and Mailing Services

In the past our current software provider, Harris Computers System, would print and mail our utility bills for us and since we will be moving away from Harris Computers Systems in September, 2016 and going live on Tyler New World we had to do a search for such vendors. On April 20, 2016 we sent out RFP #BP211-02 for Bill Printing and Mailing Services and received 3 responses from the following:

- Info Send with a rate of 0.102 per piece
- Southwest Direct with a rate of 0.123 per piece
- Municode with a rate of 0.140 or 0.115 per piece based of color

After reviewing each vendor thoroughly, Municode seems to be the better option especially with the working relationship they already have with the new software system Tyler New World. Staff recommends that bid #BP211-02 for Bill Printing and Mailing Services be awarded to Municode.



CITY OF FAYETTEVILLE

INTEROFFICE MEMORANDUM

TO: Mayor and Council

FROM: Ray Gibson, City Manager

CC: Anne Barksdale, City Clerk
Alan Jones, Assistant City Manager
Mike Bush, Finance & Administrative Services Director

DATE: July 1, 2016

SUBJECT: R-22-16 - Consider a Professional Services Agreement with The Collaborative Firm for Planning & Zoning Services

With the uptick in development requests within the City of Fayetteville over the last year the demands placed upon the Planning & Zoning Department have increased considerably. The department went through transition during the recession when development/rezoning applications and site plan submittals were rare. Now that things have picked up considerably management feels the need to bring in a consulting firm to assist with the overall Planning & Zoning operations and to help establish an organizational structure that best suits the City.

As a result, the City is recommending a professional services agreement with The Collaborative Firm out of East Point, Georgia. As outlined in **Attachment 'A'** of this memo, the agreement is a one-year agreement with The Collaborative Firm providing the following services:

A. Current Planning Activities

Full time professional planners provided by The Collaborative Firm will augment existing staff on site in the Fayetteville Community Development Office and will provide remote assistance as needed from our offices. Additionally, the City of Fayetteville will have access to The Collaborative Firm's entire staff offering specialized expertise in land use and transportation planning, urban design, economic development, and zoning. Our staff will be available to provide the following Current Planning services:

- Answer zoning inquiries and provide appropriate information on planning and zoning items with citizens, property owners, and other interested parties in person, via email, and/ or via phone.

- Review and evaluate zoning requests, draft staff reports and make recommendations to the Planning and Zoning Commission and/ or City Council.
- Review and evaluate site plans, subdivisions, zoning compliance for building permits, business licenses, and any other administrative permit or approval.
- Assist with the drafting of text and map amendments to the zoning ordinance.
- Attend and participate in meetings and public hearings of the Planning and Zoning Commission and/ or City Council relating to zoning and land use

B. Comprehensive Planning

The City of Fayetteville is required to update of the City's Comprehensive Plan by June 30, 2017. Per the Georgia Department of Community Affairs rules, Chapter 110-12-1-02 (7) and O.C.G.A. 50-8-71(b), the City of Fayetteville will request technical assistance from the Atlanta Regional Commission in preparing the Comprehensive Plan update. With sufficient notice, ARC staff is available to prepare the basic required comprehensive plan elements and provide data assistance. In our experience, utilizing ARC staff assistance, available at no cost to the city, allows a full comprehensive plan update while keeping costs low.

The Collaborative Firm will be responsible for managing the City of Fayetteville's Comprehensive Plan Update process which includes the seven required elements of the Comprehensive Plan that include Community Goals, Needs and Opportunities, Land Use, Transportation, Economic Development, Housing, and the Community Work Program as required by The Georgia Department of Community Affairs.

The Collaborative Firm will prepare the Land Use, Transportation, Economic Development and Housing elements of the Comprehensive Plan update. The Atlanta Regional Commission's staff will prepare the three core elements of the five-year plan update which include the Community Goals, Needs and Opportunities, and Community Work Program per the Georgia Department of Community Affairs Rules Chapter 110-12-1-.02 (7) and O.C.G.A. 50-8-7.1(b)

The Collaborative Firm will oversee the Atlanta Regional Commission's staff to coordinate the planning process, prepare data and analysis, provide community outreach services and write the final plan document.

For the Current Planning Activities services listed above, to be performed by the Consultant, the City agrees to pay the Consultant as shown in the table below, with a total annual contract amount not to exceed **\$148,800** unless mutually agreed upon in writing. This will provide the City with a Planning Director level staff member for a minimum of 20 hours per week and a Senior Planner for a minimum of 20 hours per week.

For the Comprehensive Planning update, the following fees apply:

- With ARC assistance on the basic elements, including provision of data, The Collaborative Firm fee will be a flat fee of **\$38,000**, billed monthly as work is completed.
- Without ARC assistance The Collaborative Firm fee will be flat fee of **\$49,000**, billed monthly as work is completed.

Staff recommends approval of Resolution R-22-16 to enter into a Professional Services Agreement with The Collaborative Firm.

ATTACHMENT 'A'
PROFESSIONAL SERVICES AGREEMENT

THIS AGREEMENT made this 7th day of July 2016 between the City of Fayetteville, Georgia, a municipal corporation incorporated under the laws of Georgia, hereinafter referred to as "the City" and The Collaborative Firm, LLC, a planning, zoning and economic development firm of Fulton County, Georgia, hereinafter referred to as "the Consultant".

WITNESSETH:

That on the terms and conditions hereafter set forth, the City does hereby employ the Consultant.

1. The Consultant hereby agrees to provide the necessary personnel and facilities to render planning and other professional assistance to the City as hereinafter set forth for a period of twelve (12) months beginning on the 11th day of July 2016 and ending the 7th of July 2017. Primary assistance rendered by the Consultant shall be in the field of planning and zoning administration by the Consultant's assigned staff members, provided, however, that all Consultant staff resources shall be available as requested by the City.
2. The Consultant agrees to provide the following professional services. The City, through the City Manager, may authorize the Consultant to undertake additional planning and technical services on a per hour basis or by negotiation and mutual agreement.

A. Current Planning Activities

Full time professional planners provided by The Collaborative Firm will augment existing staff on site in the Fayetteville Community Development Office and will provide remote assistance as needed from our offices. Additionally, the City of Fayetteville will have access to The Collaborative Firm's entire staff offering specialized expertise in land use and transportation planning, urban design, economic development, and zoning. Our staff will be available to provide the following Current Planning services:

- Answer zoning inquiries and provide appropriate information on planning and zoning items with citizens, property owners, and other interested parties in person, via email, and/ or via phone.
- Review and evaluate zoning requests, draft staff reports and make recommendations to the Planning and Zoning Commission and/ or City Council.
- Review and evaluate site plans, subdivisions, zoning compliance for building permits, business licenses, and any other administrative permit or approval.
- Assist with the drafting of text and map amendments to the zoning ordinance.
- Attend and participate in meetings and public hearings of the Planning and Zoning Commission and/ or City Council relating to zoning and land use

For Current Planning Activities services listed in Item 2A, above, to be performed by the Consultant, the City agrees to pay the Consultant as shown in the table below, with a total annual contract amount not to exceed \$148,800 unless mutually agreed upon in writing.

Staff	Years of Experience	Hourly Rate	Hours per Week
Planning Director level staff member	15+	\$85	20
Senior Planner staff member	5+	\$70	20

B. Comprehensive Plan

The City of Fayetteville is required to update of the City's Comprehensive Plan by June 30, 2017. Per the Georgia Department of Community Affairs Rules Chapter 110-12-1-.02 (7) and O.C.G.A. 50-8-7.1(b), the City of Fayetteville will request technical assistance from the Atlanta Regional Commission in preparing the Comprehensive Plan update. With sufficient notice, ARC staff is available to prepare the basic required comprehensive plan elements and provide data assistance. In our experience, utilizing ARC staff assistance, available at no cost to the city, allows a full comprehensive plan update while keeping costs low.

The Collaborative Firm will be responsible for managing the City of Fayetteville's Comprehensive Plan Update process which includes the seven required elements of the Comprehensive Plan that include Community Goals, Needs and Opportunities, Land Use, Transportation, Economic Development, Housing, and the Community Work Program as required by The Georgia Department of Community Affairs.

The Collaborative Firm will prepare the Land Use, Transportation, Economic Development and Housing elements of the Comprehensive Plan update. The Atlanta Regional Commission's staff will prepare the three core elements of the five-year plan update which include the Community Goals, Needs and Opportunities, and Community Work Program per the Georgia Department of Community Affairs Rules Chapter 110-12-1-.02 (7) and O.C.G.A. 50-8-7.1(b)

The Collaborative Firm will oversee the Atlanta Regional Commission's staff to coordinate the planning process, prepare data and analysis, provide community outreach services and write the final plan document.

With ARC assistance on the basic elements, including provision of data, The Collaborative Firm fee will be a flat fee of \$38,000, billed monthly as work is completed.

Without ARC assistance The Collaborative Firm fee will be flat fee of \$49,000, billed monthly as work is completed.

3. It is agreed that the City shall make available to the Consultant previously prepared planning studies, reports and related information and data which would be useful to the Consultant in carrying out the work program herein set forth.
4. Each party reserves the right to terminate this contract by giving a minimum of thirty (30) days' written notice.

IN WITNESS WHEREOF said City acting by and through its duly authorized Mayor and the Consultant, acting by and through its President, have thereunto set their hands and delivered these presents in duplicate the day and year first above written.

CITY OF FAYETTEVILLE

Edward J. Johnson, Jr. Mayor

ATTEST

Anne Barksdale, City Clerk

THE COLLABORATIVE FIRM, LLC

Michael Hightower, Managing Partner



CITY OF FAYETTEVILLE

INTEROFFICE MEMORANDUM

TO: Mayor and Council

VIA: Ray Gibson, City Manager

FROM: Mike Bush, Director of Finance and Administrative Services

DATE: July 7, 2016

SUBJECT: R-23-16 – Punch List for the Ridge Nature Trail

Staff met with Southern Conservation Trust and were presented with a punch list that needs to be completed prior to the Grand Opening of the Ridge.

Ms. Pam Young provided a list of eight items that need to be completed prior to opening the Ridge to the public. There is a need for electrical work including a power pole to operate the gate and the future bathrooms at the facility with an estimated cost of \$3,200. We also have a trail system that needs safety signs and directional trail maps with an estimated cost of \$200. Under the category of general cleanup; there are weeds to be pulled, curbing in the parking lots, and picnic tables to be built and installed at an estimated cost of \$1,600. There is an old house that for safety reasons needs to be removed from the site. Removal of the house is estimated at \$3,500. In preparation for the future bathroom site, SCT is working on engineered electrical, plumbing, and mechanical plans to meet all guidelines set by the building department at a cost estimate of \$1,500. The next category is signs. This will be used to designate the future site of the bathrooms and mark the picnic areas at a cost of \$200. For the Grand Opening there will be a need for port-a-potties, food, beverages, and tents with an estimated cost of \$1,500.

The largest project yet to be completed is the Whitewater Creek Project. They are working on clearing the creek with volunteers as much as possible for the Kayak walk in launch and the Sherwood take-out. The drive rehab and gravel parking lots are the single largest ticket item in this punch list at \$26,190. The total estimated cost of this Whitewater Creek project is \$38,300.

The grand total for the punch list is \$50,000. If you approve this request, we will again be using the money generated by the Hotel/Motel tax for tourism. We have the money in this account to finish the project and open it to the public

**The Ridge Opening Punch List
as of 7/1/2016**

		9					
--	--	---	--	--	--	--	--

**The Ridge Opening Punch List
as of 7/1/2016**

	3200
	38300
	200
	1600
	5000
	1500
	200
	1500
	51500

RESOLUTION R-23-16

Final Punch List for the Ridge Trails

WHEREAS, the Southern Conservation Trust has worked with the City to create a unique outdoor park feature called the Ridge; and

WHEREAS, thousands of dollars and hundreds of hours of volunteer work has gone into getting this project ready to open to the public; and

WHEREAS, this project has been ongoing for the past several years, and now the park is about ready to open. We have a small punch list that when complete will allow the City to open the Park.

NOW THEREFORE, We the Mayor and Council of the City of Fayetteville, Georgia offer our complete support of completing the punch list and opening the Ridge so all can see the unique feature we have here in the City of Fayetteville.

SO PROCLAIMED, this 7th day of July 2016.

Edward J. Johnson, Jr., Mayor

Scott Stacy, Mayor Pro Tem

Kathaleen Brewer, Councilmember

ATTEST:

Paul C. Oddo, Jr., Councilmember

Anne Barksdale, City Clerk

Harlan Shirley, Councilmember

James B. Williams, Councilmember



CITY OF FAYETTEVILLE

INTEROFFICE MEMORANDUM

TO: Mayor and Council

VIA: Ray Gibson, City Manager

FROM: Mike Bush, Director of Finance and Administrative Services

DATE: July 7, 2016

SUBJECT: R-24-16 – Proposed Job Description/Salary Pay Scale.

The attached salary pay scale has one revision for your review and approval. The revision to the pay scale is to add one new position to the list of approved positions within their respective grades. We will add a DEPUTY CITY CLERK at a pay grade 23.

In preparing the job description for the Deputy City Clerk, we used surrounding cities and counties to determine what salary range the position should be given. About 18 months ago we interviewed for someone within our current staff to act as an assistant to the City Clerk. We added these duties as “other duties assigned” to an existing job description. With the increased work load on the clerk’s position and other duties that need to be taken over by the Clerk’s office, it has become inefficient to have someone act as the Deputy City Clerk while performing other duties. We would like to add this position to allow the City to have someone be in the Clerk’s office five days a week. As you are aware, our current clerk has retired and come back as a part time employee working only four days a week. We will also be adding the duties of taking the minutes for the Planning and Zoning Board’s monthly meetings. This is currently being done in house by the senior planner. Since the senior planner has started presenting items at these meetings and at the City Council meetings, taking the minutes has become a burden and a time sensitive matter. This will also allow the Deputy City Clerk to spend more time training under the Clerk, which should make for a smooth transition when the City Clerk retires in the future.

Please find attached the job description for the position being added to the pay scale.

If you have any questions or need any additional information, please do not hesitate to contact me.

City of Fayetteville Job Descriptions

Job Title: Deputy City Clerk

Grade: 23

Department: Administrative

Reports To: City Manager

FLSA Status: Non-Exempt

Job Summary: This is administrative and clerical work responsible for the functioning of city hall. Work involves assisting the City Clerk, City Manager, City Council, and Planning and Zoning in all duties and functions. This includes maintaining official city records, attending city council meetings as needed, providing support to city clerk, city manager, city council, and responding to citizen inquires and concerns.

Major Duties:

- Assist City Clerk in preparing and distributing city council agenda packets.
- Assist Planning and Zoning in preparing and distributing P&Z agenda packets.
- Takes and transcribes minutes of council meetings.
- Takes and transcribes minutes of P&Z meetings
- Ensures code books are revised to reflect council action.
- Provides secretarial support to the city clerk, city manager, P&Z board, and mayor and council; composes and types various forms of written correspondence.
- May assist City Clerk with election superintendent duties.
- Maintains city records ensuring legal requirements for records retention are followed.
- Catalogs minutes and city ordinances in computer.
- May operate city vehicles in the performance of duties and/or to attend training programs.
- Continuation of related and unrelated training, with emphasis on current computer applications, supervisory, as well as job related duties, as to remain up-to-date with the needs of the job; from an acceptable source that offers Continuing Education Units, as determined by the department.
- Performs other related duties as assigned.

Knowledge Required by the Position:

- Knowledge of modern office practices, methods, equipment, and standard clerical procedures.
- Knowledge of or ability to learn municipal laws, policies, codes, and regulations.
- Knowledge of or ability to learn the legal requirements related to keeping and preserving council minutes and all official city records.
- Knowledge of supervisory and management practices.
- Skill in the operation of modern office equipment.
- Skill in shorthand or speed writing.
- Ability to understand complex legal issues and requirements
- Ability to obtain city clerk certification
- Ability complete internal core courses as determined by the City.
- Ability to handle confidential matters with discretion.

City of Fayetteville Job Descriptions

- Ability to drive and operate the department's assigned vehicles and equipment in a safe and efficient manner.
- Ability to prepare clear and concise reports and maintain minutes and important records.
- Ability to understand and follow oral and written instructions.
- Ability to communicate clearly and effectively, orally and in writing.
- Ability to establish and maintain effective working relationships with city employees, city officials, and the general public.

Supervisory Controls: Work is performed under the general supervision of the City Manager and reviewed through the inspection of records and the evaluation of the efficiency and effectiveness of operations.

Guidelines: Guidelines include City and departmental policies and procedures; State of Georgia Sunshine law; City Charter.

Complexity: The work consists of a variety of administrative, record keeping and clerical duties.

Scope and Effect: The purpose of this position is to maintain official city records and provide administrative and clerical support to the City Clerk, City Manager, Planning and Zoning, and Mayor and Council.

Personal Contacts: Contacts are typically with City Clerk, City Manager, Mayor, City Council, Department Directors, City Attorney, Planning and Zoning Board, other City employees and the general public.

Purpose of Contacts: Contacts are typically to give and exchange information and provide services.

Physical Demands: The work is typically performed with the employee sitting at a desk. The employee uses tools or equipment requiring dexterity.

Work Environment: The work is typically performed in an office.

Supervisory Controls: Work is performed under the direct supervision of the City Clerk.

Minimum Qualifications: **High School Diploma or equivalent; preferred some college course work from and accredited college or university** in business, finance, accounting or related field from an accredited business or vocational school; Training requirement would be to begin and work towards completion of Deputy City Clerk certification through the Carl Vinson Institute of Government. Equivalent combination of education and experience is acceptable.

GRADE	CURRENT CLASSIFICATION	BEGIN	MAX
10		\$ 21,563	\$ 35,679
11	Cashier/Receptionist	\$ 22,640	\$ 37,463
12	Maintenance Worker I Meter Reader	\$ 23,773	\$ 39,336
13		\$ 24,960	\$ 41,302
14	Maintenance Worker II Plant Maintenance Worker	\$ 26,210	\$ 43,367
15	Administrative Clerk Customer Service Representative Deputy Clerk of Court Heavy Equipment Operator	\$ 27,519	\$ 45,537
16	Maintenance Worker III Terminal Agency Coordinator (TAC)/Records Clerk Water/ Waste Water Plant Operator Trainee	\$ 28,895	\$ 47,813
17	Accounting Clerk Administrative Assistant	\$ 30,340	\$ 50,203
18	Clerk of Court Maintenance Crew Leader Mechanic Water/ Waste Water Plant Operator Class III Water and Sewer Billing Coordinator	\$ 31,857	\$ 52,714
19	Building Inspector Trainee Fire Fighter I (non-certified) Police Officer I (non-certified) Purchasing Agent Accountant I	\$ 33,450	\$ 55,350
20	Building Inspector Code Enforcement Officer/Building Inspector Community Compliance Officer/Police Officer Engineering Technician Fire Fighter II (certified) GIS Technician Planner Police Officer II (certified) Police Bailiff Officer Water/ Waste Water Plant Operator Class II Senior Maintenance Crew Leader	\$ 35,122	\$ 58,117
20			

GRADE	CURRENT CLASSIFICATION	BEGIN	MAX
21	Fire Fighter III/EMT Police Officer III School Resource Officer	\$ 36,879	\$ 61,023
22	Fire Fighter IV/Paramedic GIS Technician/Planner GIS Technician/Computer Tech Main Street Coordinator Master Police Officer Senior Building Inspector Senior Code Enforcement Officer Water/ Waste Water Plant Operator Class I Accreditation Manager	\$ 38,723	\$ 64,075
23	Chief Building Inspector Senior Planner Deputy City Clerk	\$ 40,659	\$ 67,278
24	Accounting Supervisor Fire Lieutenant Main Street Program Manager Police Lieutenant Police Training Lieutenant Police Bailiff & Warrant Lieutenant Water and Sewer Field Operations Supervisor	\$ 42,691	\$ 70,642
25	City Planner	\$ 44,826	\$ 74,175
26	Systems Specialist Court Clerk Administrator	\$ 47,067	\$ 77,882
27	Fire Department Technical Operations Officer Fire Captain Fire Captain Training Officer Fire Marshal Police Captain	\$ 49,421	\$ 81,776
28	City Clerk Human Resources Manager Finance and Administrative Services Office Accounting Manager Public Works Operations Manager Systems Administrator Water and Sewer Operations Manager	\$ 51,891	\$ 85,865
28			
29		\$ 54,487	\$ 90,158

GRADE	CURRENT CLASSIFICATION	BEGIN	MAX
30	Assistant Director of Finance and Administration Services Building Official	\$ 57,211	\$ 94,667
31	Deputy Fire Chief Police Major	\$ 60,072	\$ 99,400
32		\$ 63,075	\$ 104,370
33	City Engineer Director of Finance and Administrative Services Director of Community Development Director of Public Services Police Chief	\$ 66,228	\$ 109,589
35	Fire Chief/Assistant City Manager	\$ 73,016	\$ 120,822

RESOLUTION R-24-16

Updating the Pay Scale and Job Descriptions

WHEREAS, the last time the Pay Scale and Job Descriptions were adjusted was in April of 2016; and

WHEREAS, there is a need to add a position to the current pay scale and the need to approve the job description as well; and

WHEREAS, this position will be a DEPUTY CITY CLERK, with a pay grade of 23. With the increase load of work and the need to take over the minutes and agendas of the Planning and Zoning Advisory Board, staff feels like the current arrangement of assisting the current City Clerk with a current staff member that has another job description and does the duties of assisting the Clerk as “other duties assigned” is no longer working; and

WHEREAS, we will move the current staff member who is assisting the Clerk into this roll, opening up the current position she holds; and

WHEREAS, we will advertise the position of Customer Service Representative until filled, and we have people in place to help hold down this position until filled.

NOW THEREFORE, We the Mayor and Council of the City of Fayetteville, Georgia offer our complete support for the adoption of the job description for Deputy City Clerk and the adoption of the updated 2016/2017 pay scale.

SO PROCLAIMED, this 7th day of July 2016.

Edward J. Johnson, Jr., Mayor

Scott Stacy, Mayor Pro Tem

Kathaleen Brewer, Councilmember

ATTEST:

Paul C. Oddo, Jr., Councilmember

Anne Barksdale, City Clerk

Harlan Shirley, Councilmember

James B. Williams, Councilmember