

City of Blue Ridge

480 West First Street • Blue Ridge, Georgia • (706) 632-2091

City of Blue Ridge
Special Called Council Meeting Minutes
City Hall
480 West First Street
July 12, 2016 at 4:30 p.m.

Present: Mayor Pro Tem Rodney Kendall
Council Members Angie Arp, Harold Herndon,
And Bruce Pack
City Clerk Kelsey Ledford

Absent: Mayor Donna Whitener
Council Member Rhonda Thomas

- 1) Call Meeting to Order:
Council Member Angie Arp made a motion to call the meeting to order. The motion was seconded by Council Member Bruce Pack. The Council voted 4-0. Motion carried.
- 2) Prayer and Pledge of Allegiance:
Council Member Bruce Pack led in a word of prayer followed by the Pledge of Allegiance.
- 3) Council Meeting Rules of Procedures:
Mayor Pro Tem Rodney Kendall announced that the Rules of Procedures were available at the Council desk.
- 4) Approval of Minutes:
 - a) Council Member Angie Arp made a motion to approve the June 14, 2016 Council Meeting Minutes. The motion was seconded by Council Member Bruce Pack. The Council voted 4-0. Motion carried.
 - b) Council Member Angie Arp made a motion to approve the June 30, 2016 Special Called Council Meeting Minutes (Includes Executive Session Minutes). The motion was seconded by Council Member Bruce Pack. The Council voted 4-0. Motion carried.
- 5) Robert's Way Gates:
Council Member Angie Arp made a motion to remove this topic from the tabled topics of discussion. The motion was seconded by Council Member Bruce Pack. The Council voted 4-0. Motion carried.
- 6) Security System Quotes:
After some discussion, Council Member Angie Arp stated that the Council should find out if funding is available in the budget. Council Member Bruce Pack made a motion to remove this

City of Blue Ridge

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topic from the tabled topics of discussion. The motion was seconded by Council Member Angie Arp. The Council voted 4-0. Motion carried.

7) Johnson Paving Invoice No. 2131:

Council Member Angie Arp made a motion to approve Invoice No. 2131 from Johnson Paving in the amount of \$ 4,200.00 (attached). The motion was seconded by Council Member Bruce Pack. The Council voted 4-0. Motion carried.

8) Tree City Nursery and Landscaping Statement No. 1001:

Council Member Angie Arp made a motion to approve Statement No. 1001 from Tree City Nursery and Landscaping in the amount of \$ 3,894.61 (attached). The motion was seconded by Council Member Bruce Pack. The Council voted 4-0. Motion carried.

9) Planning Commission Recommendation in regards to the Sign Ordinance Amendment:

The Council was presented with the Planning Commission's recommendation (attached) to delete the existing sign ordinance and to adopt the revised ordinance as proposed. Council Member Angie Arp made a motion to approve the Planning Commission's recommendation. The motion was seconded by Council Member Bruce Pack. The Council voted 4-0. Motion carried.

10) Sign Ordinance Amendment (First Reading):

The Council was presented with a proposed amendment to the Sign Ordinance. Council Member Angie Arp made a motion to approve the first reading of the Sign Ordinance Amendment. The motion was seconded by Council Member Bruce Pack. The Council voted 4-0. Motion carried.

11) Fireworks Ordinance Amendment (First Reading):

The Council was presented with a proposed amendment to the Fireworks Ordinance. Council Member Angie Arp made a motion to approve the first reading of the Fireworks Ordinance Amendment. The motion was seconded by Council Member Bruce Pack. The Council voted 4-0. Motion carried.

12) Ordinance Amending the Zoning Map for Stiles Property (First Reading):

The Council was presented with a proposed amendment to the Zoning Map. Council Member Angie Arp made a motion to approve the first reading of the Ordinance Amending the Zoning Map for Stiles Property. The motion was seconded by Council Member Bruce Pack. The Council voted 4-0. Motion carried.

13) Fannin County and Cities Joint Comprehensive Plan:

City Clerk Kelsey Ledford informed the Council that Mayor Whitener had stated that she may need to call a public hearing in the next few months to discuss the comprehensive plan in order to get feedback from the public.

City of Blue Ridge

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14) Jarrard and Davis, LLP May-June 2016 Invoice:

Council Member Angie Arp made a motion to approve the Jarrard and Davis, LLP May-June 2016 invoice in the amount of \$ 8,470.67 (attached). The motion was seconded by Council Member Bruce Pack. The Council voted 4-0. Motion carried.

15) Submersible Pump Preventative Maintenance Agreement for Waste Water Treatment Plant:

The Council was presented with a submersible pump preventative maintenance agreement (attached). Council Member Angie Arp made a motion to approve the agreement pending the City Attorney's approval. The motion was seconded by Council Member Bruce Pack. The Council voted 4-0. Motion carried.

16) Mayor Reports:

Mayor Whitener was not present at the meeting.

17) Cindy Trimble- The Blue Ridge Business Association:

Cindy Trimble was not present at the meeting.

18) Executive Session—Personnel:

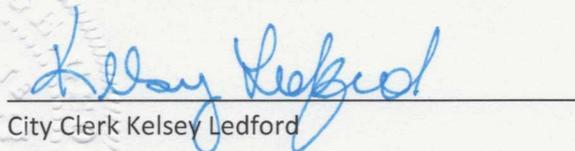
Council Member Angie Arp made a motion to close the meeting for an executive session for the purpose of discussing personnel. The motion was seconded by Council Member Bruce Pack. The Council voted 4-0. Motion carried. Council Member Bruce Pack made a motion to open the meeting from an executive session. The motion was seconded by Council Member Angie Arp. The Council voted 4-0. Motion carried. Council Member Angie Arp made a motion to appoint Kim Keenan to the Land Development position at her current hours with a \$ 1.00 per hour raise and to continue her mapping duties. The motion also included counting her existing time towards her probation period. The motion was seconded by Council Member Bruce Pack. The Council voted 4-0. Motion carried. Council Member Angie Arp made a motion to hire Roy Parsons on a part time basis to train new hire for Land Development. The motion was seconded by Council Member Bruce Pack. The Council voted 4-0. Motion carried.

19) Adjournment:

Council Member Harold Herndon made a motion to adjourn the meeting. The motion was seconded by Council Member Bruce Pack. The Council voted 4-0. Meeting adjourned.



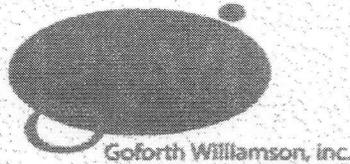
Mayor Pro Tem Rodney Kendall



City Clerk Kelsey Ledford

August 9, 2016

Approved



SUBMERSIBLE PUMP PREVENTATIVE MAINTENANCE AGREEMENT

1. SCOPE OF SUPPLY

Goforth Williamson, Inc., herein known as GWI, will provide all labor and materials as required by the attached 23 Point Submersible Pump Preventative Maintenance Inspection (Exhibit C). The work performed will be scheduled with the equipment owner per their preference during regular working business hours. Work to be performed at the lift stations referenced in Exhibit A.

2. TERMS

All labor and supplies required to perform the 23 Point Submersible Pump Preventative Maintenance Inspection will be supplied by GWI at no additional cost. Upon performance of the 23 Point Submersible Pump Preventative Maintenance Inspection should any additional pump parts/associated materials or labor be required, GWI will provide a detail cost for approval by owner before proceeding. A workmanship warranty of one year will be supplied for the 23 Point Submersible Pump Preventative Maintenance Inspection. This Preventative Maintenance Agreement excludes any damage caused by others or any acts of God. GWI assumes no liability for loss time of operation of the equipment due to performing Preventative Maintenance Agreement.

3. REQUIREMENTS

Owner shall mark which of the following resources will be available upon arrival of GWI personnel:

- | | | |
|---|-------------------------------------|-------------------------------------|
| • Mechanic available to assist in inspection and receive training | Y | <input checked="" type="checkbox"/> |
| • Electrician for assistance in evaluating panel condition | Y | <input checked="" type="checkbox"/> |
| • Water Supply for washing pumps | <input checked="" type="checkbox"/> | N |
| • 120 volt electric supply | <input checked="" type="checkbox"/> | N |
| • Supply lifting equipment for pump retrieval | Y | <input checked="" type="checkbox"/> |

4. REPAIRS

All repairs performed by GWI will be performed per the OEM's Operations and Maintenance Manual. All upgrades and improvements to pumps will be presented to owner for approval. All repairs are covered by a one year from date of start-up warranty on parts and labor.

5. AGREEMENT PRICE

Duration of annual contract is for 2 years. The annual service amount is \$3,400.00 per service.

Agreement includes annual inspection and preventative maintenance services performed by GWI on all pumps listed in Exhibit A.

All additional repairs and parts required not listed in 23 Point Submersible Pump Preventative Maintenance Inspection will be in addition to this Agreement amount.



Goforth Williamson, Inc.

6. ATTACHED EXHIBITS

- Exhibit A List of Pump Lift Stations
- Exhibit B List of Equipment trade-in for contract discount
- Exhibit C 23 Point Submersible Pump Preventative Maintenance Inspection

7. CANCELLATION POLICY

This agreement can be terminated by owner and/or GWI with 60 days written notice.

If there is a termination by GWI after the Service Payment by the City but prior to the annual inspection by GWI then GWI shall refund the Service Payment back to the City.

OWNER

City of Blue Ridge
480 West First St.
Blue Ridge Ga, 30513
E-mail brsewer@etcmail.com

SERVICE PROVIDER

Goforth Williamson, Inc.
373 Odell Road
Griffin, GA 30224

We approve the project as described above, and authorize the team to proceed.

Name	Title	Date

[Signature]
Approved By
(Owner)

8-3-16
Date

[Signature]
Approved By
(GWI)

5-17-16
Date

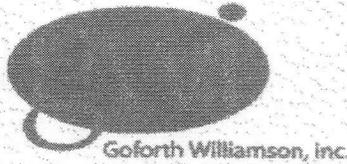


Exhibit A:

Pumps to be inspected under the 23 point maintenance inspection.

Station #

- 1) Flygt 3300.181 88hp duplex
- 2) Flygt 3102.180 5hp duplex
- 3) Flygt 3127.181 10hp duplex

Plant Pumps

- Flygt 3102.180 5hp 3 pumps each in separate tanks
- Flygt 3127.180 10hp 1 each

Exhibit B:

Pumps to be traded in on the second year PM consist of a total of 4 each Flygt 3152.181 20hp pumps that will be taken out of service at the plant. The trade in amount will be \$2,200.00 deducted from the second year's annual P.M. service amount if so the City agrees to this contract.



Goforth Williamson, Inc.

Submersible Pump Preventive Maintenance Inspection

Customer _____
 Location _____
Pump Tag Information
 Manufacture _____
 Serial # _____
 Model # _____
 GPM _____
 TDH _____
 Impeller Code _____
 Rotation _____

Panel Information
 Drawing # _____
 Quote # _____
 Serial # _____

Equipment _____

Motor Tag Information
 HP _____
 Volts _____
 Amps _____
 RPM _____

Date _____
 Job # _____
 Inspector _____
 Customer PO _____

1.) Megger insulation check through power cable(s) at control panel using megger:
 Acceptable Range (200-10meg ohms)

Red to Ground _____ mOhms White to Ground _____ mOhms Black to Ground _____ mOhms

Resistance Between Phases

Red to White _____ Ohms Red to Black _____ Ohms Black to White _____ Ohms

2.) Faulty Control Connections? _____

3.) Line Voltage Supply (pump off) _____

R-W _____

W-B _____

B-R _____

4.) Load Voltage Supply (pump on) _____

R-W _____

W-B _____

B-R _____

5.) Amperage Draw _____

Red _____

White _____

Black _____

6.) Discharge PSI: _____

7.) Thermal Protection Circuit: _____

Ohms _____

ok? _____

8.) Leakage Sensor Circuit: _____

Ohms _____

ok? _____

a. Flygt: Blue/Orange: Non-Alarm Resistance Value Around 1.53k Ohms

Alarm resistance Value Around 330k Ohms

b. Dual Probe with Resistor: Non-Alarm Resistance Value Around 330k Ohms

c. Single Probe: Meg Wire to Ground

9.) Problems with lifting pump? _____

10.) Stator Chamber Conditions? _____

11.) Leakage Detector System Condition? _____

12.) Oil Condition? _____

13.) Amount of oil installed? _____

14.) Condition of Impeller? _____

15.) Condition of Wear Rings? _____

16.) Condition of Bearings? _____

17.) Any Damage to Power Cables? _____

18.) Level Sensor Conditions? _____

19.) Shaft Rotation? _____

20.) Condition of Guide Rails and Bracket: _____

21.) Condition of Hatch, Concrete, Gas Vent: _____

22.) Condition of Wet Well: _____

23.) Condition of Discharge Pipe, Check Valves: _____

Recommendations: _____

1.) _____

2.) _____

3.) _____

4.) _____

5.) _____

Inspected By: _____
 Customer Signature: _____

Date: _____
 Date: _____



INVOICE

INVOICE NO
2131

SOLD TO City of Blue Ridge
480 West First Street
Blue Ridge, GA 30513

SHIP TO 2016 Overlay and Patching

ACCOUNT NO	TERMS	INVOICE DATE	PAGE
COBR	COD	5/31/2016	1

DESCRIPTION	UNIT PRICE	EXTENDED
Asphalt patch on Mountain Street (Patch after water line break)	4200.00	4,200.00 *

TOTAL AMOUNT 4,200.00

PAYMENT IS DUE UPON RECEIPT

Tree City Nursery &
 Landscaping
 4420 OLD HWY
 BLUE RIDGE, GA 30513
 US
 706-632-8733
 treecity@tds.net



Statement

TO
 City Of Blue Ridge

STATEMENT NO. 1001
 DATE 05/28/2016
 TOTAL DUE \$3,894.61
 ENCLOSED

DATE	ACTIVITY	AMOUNT	BALANCE
12/31/2015	Balance Forward		0.00
03/14/2016	Invoice #1473	28,176.70	28,176.70
03/17/2016	Invoice #1483	1,370.37	29,547.07
04/18/2016	Invoice #1501	1,344.63	30,891.70
04/20/2016	Invoice #1500	358.79	31,250.49
04/23/2016	Payment	-28,176.70	3,073.79
04/23/2016	Invoice #1515	119.70	3,193.49
04/24/2016	Payment	-1,370.37	1,823.12
04/25/2016	Invoice #1516	494.88	2,318.00
04/29/2016	Invoice #1502	778.05	3,096.05
05/17/2016	Invoice #1517	471.13	3,567.18
05/28/2016	Invoice #1524	327.43	3,894.61

red copy

471.13

Current Due	1-30 Days Past Due	31-60 Days Past Due	61-90 Days Past Due	90+ Days Past Due	Amount Due
1,293.44	2,601.17	0.00	0.00	0.00	\$3,894.61

Customer responsible to call the free Dig OK service to locate ALL utilities.
 #811 from your cell or from landline 1-800-282-7411

Tree City Nursery & Landscaping
 4420 OLD HWY
 BLUE RIDGE, GA 30513 US
 706-632-8733
 treecity@tds.net



Invoice

BILL TO
 City Of Blue Ridge
 PARKS / Mayor

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
1501	04/18/2016	\$1,344.63	05/01/2016	Due on receipt	

ACTIVITY	QTY	RATE	AMOUNT
Mulch - Dark Brown 4-11-16 pickup 2cu ft bag brown Nuggets	65	3.99	259.35
Mulch - Dark Brown 4-12-16 pickup 2cu ft bag brown pine bark mulch	130	3.99	518.70
Mulch - Dark Brown 4-13-16 pickup 2cu ft bag brown pine bark mulch	142	3.99	566.58

BALANCE DUE **\$1,344.63**

3% Convenience Charge will be added to balance due for all credit card transactions on landscaping
 ** use link below to use bank account for secure online (free) ACH payment {copy & paste}
<https://ipn.intuit.com/pay/TreeCityNurseryLandscaping>

*In front of Rexall
 the Bank + Streets
 Detainees.*

Tree City Nursery & Landscaping
 4420 OLD HWY
 BLUE RIDGE, GA 30513 US
 706-632-8733
 treecity@tds.net



Invoice

BILL TO
 City Of Blue Ridge
 PARKS Dept - Philip

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
1500	04/20/2016	\$358.79	05/01/2016	Due on receipt	

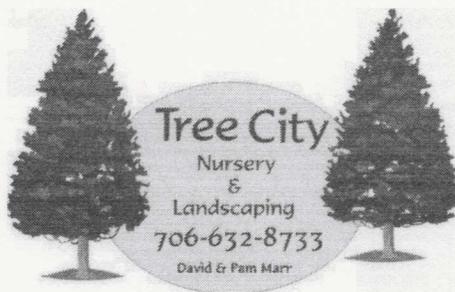
ACTIVITY	QTY	RATE	AMOUNT
Misc Demon insecticide	1	16.99	16.99
Misc 2.5# Roundup Quick-Pro granular	1	129.99	129.99
Misc 18-6-8 Nutricote 6month fertilize	1	139.99	139.99
Mulch - Dark Brown 2cu ft bag brown Nuggets	18	3.99	71.82

3% Convenience Charge will be added to balance due for all credit card transactions on landscaping
 ** use link below to use bank account for secure online (free) ACH payment {copy & paste}
<https://ipn.intuit.com/pay/TreeCityNurseryLandscaping>

BALANCE DUE \$358.79

*Depot + Trees -
 Fertilized Lawns for
 Azets in Park*

Tree City Nursery & Landscaping
 4420 OLD HWY
 BLUE RIDGE, GA 30513 US
 706-632-8733
 treecity@tds.net



Invoice

BILL TO
 City Of Blue Ridge
 PO# 5044

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
1515	04/23/2016	\$119.70	05/23/2016	Due on receipt	

ACTIVITY	QTY	RATE	AMOUNT
Mulch - Dark Brown 2cu ft bag brown mulch	30	3.99	119.70

3% Convenience Charge will be added to balance due for all credit card transactions on landscaping
 ** use link below to use bank account for secure online (free) ACH payment {copy & paste}
<https://ipn.intuit.com/pay/TreeCityNurseryLandscaping>

BALANCE DUE **\$119.70**

Tree City Nursery
4420 Old Hwy 5
Blue Ridge, GA 30513
(706)632-8733

CITY OF BLUE RIDGE

CHECK REQUEST

w.treecitynursery.com
30X @3.99
Mulch Products 119.70
ITEM CT 30
CHARGE

119.70

04-23-2016 10:28
0000 Pam 00012486

3-16

PLANTS ARE PERISHABLE!

Ask for care instruction

25% re-stocking fee
on all returned merch

Tree City Nursery

NO WARRANTY

9.70

(MUST BE LESS THAN \$500.00)

DEPARTMENT:

Parks

DESCRIPTION/REASON FOR PURCHASE:

Mulch for Main Street & West Main

ACCOUNT NUMBER/DESCRIPTION:

EMPLOYEE:

Collin

SUPERVISOR:

Phil Fosyth

DATE:

Tree City Nursery & Landscaping
 4420 OLD HWY
 BLUE RIDGE, GA 30513 US
 706-632-8733
 treecity@tds.net



Invoice

BILL TO
 City Of Blue Ridge
 Park/depot (Gail)

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
1516	04/25/2016	\$494.88	05/30/2016	Due on receipt	

ACTIVITY	QTY	RATE	AMOUNT
Mulch - Dark Brown 2cu ft bag brown mulch	35	3.99	139.65
Misc flats of Begonia	4	18.99	75.96
Misc soil, annuals	24	3.99	95.76
Misc annuals	30	1.99	59.70
Misc perennials	9	6.99	62.91
Misc perennials	2	5.50	11.00
Misc <i>l v</i> perennials	10	4.99	49.90

3% Convenience Charge will be added to balance due for all credit card transactions on landscaping
 ** use link below to use bank account for secure online (free) ACH payment {copy & paste}
<https://ipn.intuit.com/pay/TreeCityNurseryLandscaping>

BALANCE DUE \$494.88

*Depot
 In front of Depot*

Tree City Nursery & Landscaping
 4420 OLD HWY
 BLUE RIDGE, GA 30513 US
 706-632-8733
 treecity@tds.net

Invoice



BILL TO
 City Of Blue Ridge
 Park- Mayor

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
1502	04/29/2016	\$778.05	05/01/2016	Due on receipt	

ACTIVITY	QTY	RATE	AMOUNT
Mulch - Dark Brown 4-20-16 2cu ft bag brown pine bark mulch	195	3.99	778.05
BALANCE DUE			\$778.05

3% Convenience Charge will be added to balance due for all credit card transactions on landscaping
 ** use link below to use bank account for secure online (free) ACH payment {copy & paste}
<https://ipn.intuit.com/pay/TreeCityNurseryLandscaping>

*Rexall + Streets
 work done by Detainer,*

Tree City Nursery & Landscaping
 4420 OLD HWY
 BLUE RIDGE, GA 30513 US
 706-632-8733
 treecity@tds.net



Invoice

BILL TO
 City Of Blue Ridge
 Park (Brian)

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
1517	05/17/2016	\$471.13	06/01/2016	Due on receipt	

ACTIVITY	QTY	RATE	AMOUNT
Black Kow Black Kow composted manure mix 40# bag	6	6.99	41.94
Soil Conditioner 2cu ft natures helper conditioner - composted pine finds	6	3.99	23.94
Mulch - Cypress	4	3.99	15.96
Mulch - Dark Brown 2cu ft bag brown mulch	6	3.99	23.94
3gal KnockOut Rose Shrub type knock out rose with masses of blooms from spring until frost. Double red blooms	3	21.99	65.97
3gal Mardi Gras Abelia Dwarf evergreen with pale pink/white blooms in spring & summer. Beautiful variegated foilage year around. Mounding habit	2	24.99	49.98
1gal Perennial perennial plant/flower - Secretsia	20	4.49	89.80
Misc Lantana	40	3.99	159.60

3% Convenience Charge will be added to balance due for all credit card transactions on landscaping

BALANCE DUE

\$471.13

** use link below to use bank account for secure online (free) ACH payment (copy & paste)

<https://ipn.intuit.com/pay/TreeCityNurseryLandscaping>

Customer responsible to call the free Dig OK service to locate ALL utilities.
 #811 from your cell or from landline 1-800-282-7411

Tree City Nursery & Landscaping
 4420 OLD HWY
 BLUE RIDGE, GA 30513 US
 706-632-8733
 treecity@tds.net



Invoice

BILL TO
 City Of Blue Ridge

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
1524	05/28/2016	\$327.43	06/01/2016	Due on receipt	

ACTIVITY	QTY	RATE	AMOUNT
Mulch - Cypress	4	3.99	15.96
Black Kow Black Kow composted manure mix 40# bag	4	6.99	27.96
Quart Perennial assorted -Sectrecia	20	4.25	85.00
Misc assorted - Lantana	20	3.99	79.80
Pine Bark Nuggets 2cu ft bag pine bark nuggets	17	3.99	67.83
1gal Perennial perennial plant/flower	1	6.99	6.99
Top Soil soil, compost & conditioner blend - 40# bag	3	3.99	11.97
Mulch - Dark Brown 2cu ft bag pine bark brown mulch	8	3.99	31.92

BALANCE DUE

\$327.43

3% Convenience Charge will be added to balance due for all credit card transactions on landscaping
 ** use link below to use bank account for secure online (free) ACH payment {copy & paste}
<https://ipn.intuit.com/pay/TreeCityNurseryLandscaping>

Across from Depot (Flowers inside Rock Flowerbed)

City of Blue Ridge

480 West First Street

• Blue Ridge, Georgia 30513

• (706) 632 - 2091

To: Blue Ridge mayor and Council

From: Roy Parsons

The Blue Ridge Planning Commission held a public hearing on June 21, 2016 to consider a new sign ordinance for the City of Blue Ridge. After reviewing the proposed new ordinance as proposed by the Mayor and Council, the Planning Commission recommended the deletion of the existing ordinance and the adoption of the revised ordinance as proposed.



JARRARD & DAVIS, LLP

KEN E. JARRARD*
ANGELA E. DAVIS
CHRISTOPHER J. HAMILTON
MEGAN N. MARTIN

PAUL B. FRICKEY
KENNETH P. ROBIN
SARAH VANVOLKENBURGH†
G. AARON MEYER

Limited Liability Partnership
105 Pilgrim Village Drive, Suite 200
Cumming, Georgia 30040
TELEPHONE: 678.455.7150
FACSIMILE: 678.455.7149

GSANTINI@JARRARD-DAVIS.COM

* Also Admitted in Tennessee
† Also Admitted in Illinois and California
◊ Also Admitted in Wisconsin

JESSE A. VAN SANT
JEFFREY J. COSTOLNICK
MOLLY N. ESSWEIN
SAM P. VANVOLKENBURGH ◊
JEFFREY M. STRICKLAND

OF COUNSEL:
LARRY W. RAMSEY, JR.
ELIZABETH M. WHITWORTH

June 15, 2016

VIA EMAIL

Ms. Kelsey Ledford, City Clerk
City of Blue Ridge
480 West First Street
Blue Ridge, Georgia 30513

Re: City of Blue Ridge, Georgia Final Invoice

Dear Ms. Ledford:

Please find enclosed our fee statement for services performed in May and June 2016 in connection with representation for the City of Blue Ridge. The total amount due at this time is \$8,470.67. Please return your payment on or before July 1, 2016.

Again, thank you for the opportunity to be of service. Please do not hesitate to contact me if you have any questions.

Sincerely,

JARRARD & DAVIS, LLP

Gregory Santini
Controller

Jarrard & Davis

A Limited Liability Partnership

105 Pilgrim Village Drive, Suite 200
Cumming, GA 30040
Phone 678-455-7150
Facsimile 678-455-7149

City of Blue Ridge
Attn: Kelsey Ledford, City Clerk
480 West First Street
Blue Ridge, GA 30513

Re: Investigation

Law Firm File # 1690

FOR PROFESSIONAL SERVICES RENDERED

SERVICES:

DATE	NAME	DESCRIPTION	HOURS	AMOUNT
5/2/2016	JJC	Receive and review further media questions from Cathy Higgins at The News Observer regarding Phase Two of investigation and review proposed responses.	0.10	20.00
	MNM	Correspondence to and from Attorney Jeff Costolnick regarding status of finalizing investigation; Receipt and review correspondence between Attorney Ken Jarrard and Ms. Love regarding status of investigation.	0.30	60.00
5/16/2016	KEJ	Receive and review correspondence from attorney Megan Martin (forwarding information from Cindy Tramble) regarding Blue Ridge Police Chief Johnny Sercee.	0.10	NO CHARGE
5/17/2016	JJC	Telephone conversation with Council Member Rodney Kendall regarding telephone interview to discuss final matters of investigation.	0.20	40.00
5/19/2016	JJC	Draft outline of interview questions in preparation for Phase Two interview of Council Member Rodney Kendall; Revise and supplement interview outline; Prepare for and conduct Phase II telephone interview of Council Member Rodney Kendall regarding relevant matters from Phase I Investigation Report Mater List; Discussion of Rodney Kendall interview findings with attorney Megan Martin; Prepare interview questions in preparation for Phase Two interview of AT&T Manager Steven Jerrard regarding cell phone contract with City of Blue Ridge; Prepare for and conduct Phase II telephone interview of Steven Jerrard.	2.80	560.00

City of Blue Ridge
Investigation

5/23/2016	JJC	Telephone call from Council Member Rodney Kendall regarding further responsive information and documentation concerning investigation matters.	0.20	40.00
5/24/2016	JJC	Receipt and review correspondence from Kelsey Ledford regarding presentation of Phase II report at June City Council meeting.	0.10	20.00
	MNM	Receipt and review City of Blue Ridge Audit letter; Correspondence to Paralegal Diana Romano regarding preparing response to same.	0.10	NO CHARGE
5/25/2016	JJC	Receive and review multiple correspondence from Council Member Rodney Kendall regarding further information and enclosed documentation relevant to Phase II investigation, and review enclosures; Numerous additional telephone calls to newest telephone number identified as belonging to Bill Sowers in effort to speak with Mr. Sowers as part of Phase II investigation; Telephone call to Council Member Rodney Kendall seeking further potential contact information for Bill Sowers; Prepare for and conduct telephone interview of former City Administrator Bill Sowers as part of Phase II investigation, and prepare attorney notes regarding results of same; Review and analyze all attorney interview notes from all Phase II interviews in preparation for drafting Phase II Findings Report for City Council; Draft Introduction Section for Phase II Investigation Report.	5.70	1,140.00
5/26/2016	JJC	Telephone call to The Police and Sheriff's Press seeking further information concerning Phase II investigation matters; Review and analyze City Charter in preparation for drafting further analysis of perceived issues for investigation report; Continue drafting Phase II investigation report, Subsection II Findings.	4.70	940.00
	MNM	Meeting with attorney Jeff Costolnick regarding preparation of investigation report and next steps.	0.60	120.00
5/27/2016	JJC	Telephone conversation with general contractor David Allen regarding construction plans for Mayor residence, as further investigation of Master List issues; Multiple telephone conversations with Kelsey Ledford regarding request for additional Council Meeting Minutes, and receipt of correspondence containing same; Telephone conversation with Fannin County Elections Office concerning further investigation information; Continue drafting Phase II investigation report, Subsection II Findings.	4.50	900.00
5/30/2016	JJC	Finish drafting Phase II investigation report, Subsection II Findings; Prepare and draft Conclusion section for Phase II investigation report; Revise and supplement Phase II investigation report.	3.20	640.00
	MNM	Multiple correspondence to and from Attorney Jeff Costolnick regarding review of City of Blue Ridge investigation draft report; Lengthy review of draft investigation report and preparation of first redline of same.	3.70	740.00

5/31/2016	JJC	Discussions with attorney Megan Martin regarding review and proposed revisions to Phase II investigation report; Further review and supplement Phase II investigation report to address alleged land purchase issues and supplement Conclusion section.	2.60	520.00
6/1/2016	JJC	Receipt and review multiple correspondence from Council Member Rodney Kendall and multiple enclosures regarding City paving projects and Council meeting minutes concerning same; Revise and supplement Phase II Investigation Report.	0.40	80.00
6/8/2016	KEJ	Review and edit Phase 2 investigation report.	1.10	220.00
6/10/2016	KEJ	Telephone conference with Council Member Arp regarding upcoming investigation presentation.	0.60	120.00
6/13/2016	JJC	Receive and review comments and proposed revisions for Phase II investigation report from attorney Ken Jarrard and assess incorporation of same; Update relevant statutory authority and case law regarding Georgia election rules and factors for consideration in determination of residence status, as further analysis of Mayor residency issue; Revise and supplement analysis concerning Mayor residency issue for Phase II investigation report; Update relevant statutory authority and case law regarding State of Georgia procedural law and requirements concerning roadway abandonment, and further assessment of potential concerns regarding gifting of property issue; Revise and supplement gifting of real property issue and analysis of abandonment procedures for Phase II report; Multiple telephone conversations with Council Member Angela Arp and property Seller seeking further information concerning land sale purchase at issue; Review and analyze Fannin County Tax Assessor records concerning Council Member property purchase and information concerning comparable sales in surrounding area, and assess findings; Further revise and supplement Phase II investigation report with additional information and findings concerning allegations concerning Council Member property purchase; Review file and identify all exhibits for inclusion with Phase II report, Preparation of exhibits; Revise and edit Phase II report.	6.50	1,300.00
6/14/2016	JJC	Receipt and review correspondence from Council Member Arp and numerous enclosures regarding October 2016 City Council meeting minutes related to investigation; Prepare exhibits and finalize Phase II investigation report for upcoming presentation to City Council.	0.50	100.00
	KEJ	Finalize Phase 2 findings and prepare for public presentation on Phase 2. Prepare for and attend Blue Ridge City Council meeting and present Phase 2 findings.	4.10	820.00
Total For Services			42.10	\$8,380.00

DISBURSEMENTS:

		<u>QTY</u>	
5/30/2016	Westlaw Research	1	5.17
6/14/2016	Copying cost @ .10 per copy	855	85.50
	Disbursements Total		<u>\$90.67</u>
	Balance Due		\$8,470.67

Kelsey Ledford

From: Roy Parsons
Sent: Wednesday, June 15, 2016 1:26 PM
To: R. David Syfan
Cc: Kelsey Ledford
Attachments: stiles rezoning ord request.pdf

David,

We need an ordinance prepared for the M&C to sign. The Planning Commission meeting was on March 28, 2016, the M&C approved the recommendation on April 22, 2019. A minor land use map amendment approval was a part of the motion by Rhonda Thomas to approve the rezoning of the property from C-2 (General Commercial) to R-3 (High Density Residential). We are waiting upon the approval of a rezoning prior to having an ordinance prepared. Since the M&C has approved the rezoning, is it necessary to have the ordinance approved (voted upon) at a regular M&C meeting, or is it ok for the Clerk to just get the ordinance signed?

If you have any questions, please call me.

Roy

Kelsey Ledford

From: R. David Syfan <rds@homlaw.com>
Sent: Wednesday, June 15, 2016 4:08 PM
To: Roy Parsons
Cc: Kelsey Ledford
Subject: RE:

Roy:

The procedural process as to how we pass a rezoning came up in the pending Ada Street, LLC zoning case. While the Court found that our process was/is acceptable, I think that the fact that a legal challenge to the process has been raised means that we need to carefully follow what the Charter says regarding the passage of an ordinance. Therefore, I recommend that we draw up a formal written rezoning ordinance, and have the Council have an introduction of the ordinance in one [special or regular] meeting, and the passage of the ordinance in a subsequent [special or regular] meeting. Hopefully by placing it on the agenda for any upcoming special called meetings, we can move the formal process along. I'll be glad to discuss.

Thanks, David

R. David Syfan
HULSEY, OLIVER & MAHAR, LLP
200 E.E. Butler Parkway
P.O. Box 1457 (30503)
Gainesville, GA 30501
770.532.6312
770.531.9230 (fax)

From: Roy Parsons [mailto:rparsons@cityofblueridgega.gov]
Sent: Wednesday, June 15, 2016 1:26 PM
To: R. David Syfan
Cc: Kelsey Ledford
Subject:

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Roy