



AGENDA

Gainesville Work Session
Thursday, February 14, 2019, 9:00 AM
Administration Building, Board Room
300 Henry Ward Way, 3rd Floor
Mayor or Mayor Pro Tem Presides

BUDGET PRESENTATION(S)

Keep Hall Beautiful Agency
Elachee Nature Science Center

Shanda Sexton
Andrea Timpone

DEPARTMENT ISSUES

Water Resources Resolution: FY2019 New Water Meter Installation Project - Award of Contract
Water Resources Resolution: Downtown Utilities Improvements Phase II - Design and Bidding Services

Jarrett Nash
James Farmer

CITY MANAGER ISSUES

Resolution: Demolition Program Funding for 905 Grove Street

Angela Sheppard

MAYOR/COUNCIL ISSUES

Appointment(s): Building Board of Appeals
Appointment(s): Housing Authority
Ex-Officio Report(s)

Danny Dunagan
Danny Dunagan

CITY ATTORNEY ISSUES

CITY CLERK ISSUES

EXECUTIVE SESSION

ADJOURNMENT

Final: Wednesday, February 13, 2019, 8:20 AM

CITY OF GAINESVILLE

WORKSESSIONREQUEST

Date Submitted: 2/11/2019
Presenter: Shanda Sexton
Item of Business: Keep Hall Beautiful Agency
Meeting Date: 2/14/2019

Purpose of Request:

Keep Hall Beautiful Agency FY2020 Budget Presentation. The City of Gainesville contracts with various Agencies to provide additional services not provided by the City.

History/Background:

Historically, the City of Gainesville has contracted with Keep Hall Beautiful for beautification services on right-of-ways.

Facts & Issues for Consideration:

Historically, the annual agreement with Keep Hall Beautiful has been for \$15,000 a year, with quarterly disbursements.

Department Recommendation:

A continued agreement with Keep Hall Beautiful is requested by the Agency.

Department Director:

Jeremy Perry

If funding is involved, are funds approved within the current budget?

No

Amount Requested:

\$20,000

Source of Funds:

Funding will be considered as the City's FY2020 budget is developed.

Finance Comments:

Administrative Comments:

ATTACHMENTS:

Description	Type
☐ Keep Hall Beautiful Agency FY2020 Funding Request	Backup Material
☐ FY2020 Goals Updates and Comparison	Backup Material
☐ FY2020-Keep Hall Beautiful Proposed Budget	Backup Material
☐ Financial Statements-Keep Hall Beautiful	Backup Material

Keep Hall Beautiful

FY 2020 Funding Request and Budget Proposal

City of Gainesville

Mission: *Working Together for a Clean, **Green** and Healthy Community*

Organization Description: Keep Hall Beautiful is a 501c3 and serves as the local certified affiliate of the national Keep America Beautiful System, as well as the state Keep Georgia Beautiful organizations. KHB is dedicated to educating citizens about environmental stewardship, providing traditional and nontraditional recycling opportunities, developing and fostering collaborative relationships with local and surrounding area organizations who support similar goals and missions, as well as providing a much needed community service program focused on local roadside clean-ups and illegal dumpsite removal. Through our volunteer projects, citizens are involved in community clean-ups, beautification efforts, special events, recycling and tree plantings.

1. Keep Hall Beautiful is requesting \$20,000 from the City of Gainesville
2. Please see attached FY2020 Budget Proposal and Comparison.
3. Please see attached FY2019 Financial Statement and Balance Sheet.
4. This year Keep Hall Beautiful has had some great successes. Keep Hall Beautiful won two awards recognizing our organization for our hard work and dedication to our community...one award being a well-known local award, Best of Hall 2019 for Environmental Beautification, and a nationally known award, the Keep America Beautiful President's Circle Award! Our organization has facilitated as well as participated in a wide variety of programs, activities and events throughout the year to achieve these goals, including but not limited to the following:

COORDINATING AND FACILITATING KEEP HALL BEAUTIFUL CODE ENFORCEMENT ROUNDTABLE:

- ❖ Create and distribute all marketing material
- ❖ Coordinate and facilitate all partner, workgroup and roundtable meetings
- ❖ Grow membership and participation
- ❖ Research and apply for grant and award opportunities

ANNUAL PROGRAMS & EVENTS:

- ❖ America Recycles Day – (Keep America Beautiful Program)
- ❖ Earth Day Events at Local Universities and Schools
- ❖ Great American Cleanup – (Keep America Beautiful Program)
- ❖ Rivers Alive – (partnered with City of Gainesville Water Department)
- ❖ Shore Sweep – (partnership with Lake Lanier Association)
- ❖ National Planting Day – (Keep American Beautiful Program) Performed on Square 2x's a year.
- ❖ Arbor Day - (in conjunction with the Greater Hall Chamber of Commerce)
- ❖ Bring One for the Chipper – (Collaboration with Hall County and City of Gainesville Solid Waste)
- ❖ Pre-K and Kindergarten Special Guest Reader Day at Local Schools
- ❖ Keep Hall Beautiful Members & Volunteers Social
- ❖ Tire Amnesty Week – (Collaboration with Hall County Landfill)

ONGOING PROGRAMS & EVENTS:

- ❖ Yearly Community Index Reporting - (Clean Community Challenge)
- ❖ Monthly Community Clean-ups - (Clean Community Challenge)
- ❖ Daily Community Service Program – (In conjunction with Hall County Court System)

Keep Hall Beautiful also participates in a number of educational and community outreach projects, including but not limited to:

- ❖ **Presentations to Local Education and Civic Organizations**
- ❖ **Expos and Fairs** – i.e. N. GA University System Volunteer Fair, West Hall Middle School Environmental Fair, Chamber Chase, Garden Expo, Chamber Networking Meetings, KHB Code Enforcement Roundtable Meetings, Gainesville Times New Year – New You Expo, Gainesville Times Best of Hall Expo
- ❖ **Sit on Local Committees and Boards for Local Organizations** – i.e., KHB Code Enforcement Roundtable Committee – executive, partner committees as well as the education and outreach, land, water and air/energy workgroups and the Chamber of Commerce Beautification Committee

Keep Hall Beautiful is dedicated to continued internal growth and development therefore participates in numerous professional development opportunities, including but not limited to:

- Annual KGB State Conferences
- Annual KAB National Conferences
- Annual Georgia Recycling Coalition Conference
- Webinars and Conference Calls – (KAB, KGB and GRC)
- Local community Information Sessions and Roundtables (Code Enforcement, Storm Water, Community Gardens, CVB Meetings)

Through our various activities, programs and events Keep Hall Beautiful has been able to fulfill the following:

Clean-Ups and Volunteer Services in a 12 Month Cycle - (January – December 2018)

- Utilize 28,918 Adult Volunteer/Community Service Hours - (* Total Community Value of **\$712,988.82**)
 - 7,229 within Gainesville City Limits – (*Total Community Value of **\$178,247.20**)
- Collect 38,538 lbs. of recyclable materials off the roadsides and shorelines
 - 10,855 within Gainesville City Limits
- Collect 113,860 lbs. of litter and waste off the roadsides and shorelines
 - 41,688 lbs. within Gainesville City Limits
- Collect 545 tires off the roadsides and shorelines
- 638 Miles Cleaned
 - 172 miles cleaned within Gainesville City Limits
- 26 Illegal dumpsites cleared within Gainesville City Limits
- 17 Code Enforcement Request Completed for City of Gainesville Code Enforcement Division
- Beautification Project on City of Gainesville Downtown Square – Removed & Replanted 3 Times

- Other projects and programs within City of Gainesville
 - Square Litter Pickup - 47x
 - Square Planting and Beautification
 - Cemetery Cleaning Assistance
 - Linwood Nature Preserve
 - Assisted with Ink Remodel
 - Rivers Alive
- Educate thousands of residents regarding environmental stewardship (litter prevention, recycling benefits and opportunities, water and energy conservation, composting, value of maintaining tree canopy etc...)
- Organize community roundtable sessions to become more informed and have a chance to discuss and work together on specific issues and projects within areas such as Storm Water and Code Enforcement which are multi-jurisdictional.

Keep Hall Beautiful continues to grow through its projects and programs. With the assistance of KHB's Governing Board Members, we have been able to accomplish many of the objectives set forth as Keep Hall Beautiful's organizational goals and internal aspirations. We now have a much larger participation and support network allowing us the opportunity to grow our programs and services and better utilize our resources. We feel that with the additional funding of \$5,000 from City of Gainesville for our FY20 request, we will be able to implement 5 NEW programs in which we feel will greatly bring awareness to our community about the services in which Keep Hall Beautiful provides for the community.

5. Keep Hall Beautiful is dedicated to expanding educational opportunities and community/volunteer services. Many of the goals we set forth for our last fiscal year have progressed rapidly and the tasks are well underway or have been completed. The goals for this year's budget were based on the continuing trend of growth in our community as well as the necessity for community outreach and education for growth within our organization in this community.
 Please see attached Goals and Objectives FY2019 and FY2020 page comparison
6. Keep Hall Beautiful faces the same budgeting challenges as most local nonprofits. Therefore, proactive measures have been taken in order to prioritize and maximize the services currently being offered. We manage a three-budget system which allows us to ensure we are operationally sound and are able to grow our programs and services through our fundraising efforts. We consistently strive to be good stewards of our financial resources and provide a higher rate of return from our contributions. Currently we are not financially relying on our reserves to balance our budget.
7. Keep Hall Beautiful has taken extensive measures to ensure all goals, objectives, tasks and efforts are in direct alignment with our mission of "Working together for a clean, green and healthy community." We use any and all opportunities to continue to grow support and awareness around environmental stewardship. We have continuously been growing our programs, services and resources and with the additional funding from City of Gainesville we will be able to implement 5 new programs that will continue our mission to grow support, awareness, and our efforts of teaching environmental stewardship to our community members.

Thank you so much for your time and consideration!

*Keep Hall Beautiful genuinely appreciates the support the City of Gainesville has shown us throughout the years.
 We are so proud to be a part of and serve such a beautiful and vibrant community.*

Keep Hall Beautiful

FY2019 & FY2020

Goals, Updates and Comparison

Goals	2019	2019	2020
Expand Community Visibility	Objectives	Objective Status	Objectives
	1. Rebrand/Redesign KHB website to enhance website traffic.	1. Redesigned website with our new rebranded logo to KAB standards.	1. Continue improvements through social media to add ease for the community to report litter and illegal dumpsites.
	2. Start new service programs that will be available for the community during normal business hours.	2. Partnered with Good New Clinic & Brenau to assist with their recycling needs as well as with COG Street Department on litter clean-ups.	2. Implement 5 new programs that will bring more community involvement which will also bring more awareness to KHB.
	3. Implement new Earth Day event to grow as a fundraising opportunity.	3. Looking for other fundraising opportunities that won't interfere with Spring Chicken Festival.	3. Promote/grow our new membership and sponsorship program to gain more community support & involvement.
Expand Community Service/Litter Reduction Program	Objectives	Objective Status	Objectives
	1. Continue to work and improve our assistance with the court mandated community service programs.	1. Partnership is going great, continuing to see how we can get more individuals into our community service .	1. Continue to work and improve our program with the court systems community service program.
	2. Continue to expand and grow our "Talkin' Trash" & "Team Up 2 Clean Up" Campaigns.	2. Continuing to market the campaign to the community and gaining growing attention of our "Talkin' Trash" Campaign	2. Expand and grow our "Keep Your Butts Off Our Roads", "Talkin' Trash" & "Team Up 2 Clean Up" campaigns.
	3. Create, implement, & market an app for reporting litter & illegal dumpsites.	3. Created a new reporting form and connected to website. We are still working toward an app that will work properly.	3. Create, implement, & market an app for reporting litter & illegal dumpsites.
	4. Create, implement, & market new membership and partner program to gain community awareness and involvement of our mission to keep our community clean, GREEN, and healthy.	4. Created and implemented a new membership and sponsorship program in January 2019... gaining members and sponsors.	4. Continue to market new membership and sponsorship program to gain community awareness and involvement .

Expand Volunteer Program

Objectives	Objective Status	Objectives
1. Provide volunteer registration form on new Website.	1. Created new form for volunteer registration and implemented on website.	1. Provide volunteer registration form on new Website.
2. Promote volunteer opportunities on Social Media with link to register.	2. Created new forms for events that volunteers can register and implemented on website and other social media avenues.	2. Promote volunteer opportunities on Social Media with link to register.
3. Continue to grow relationships with local colleges & universities.	3. Partnered with Brenau and UNG for more volunteer involvement.	3. Work to growing a relationship w local elementary and preschools.
4. Facilitate directing volunteer groups to potential good match projects.	4. Worked with Best Buy, Good News Clinic, and Lake Lanier Association to find good match projects for all groups involved.	4. Work toward partnering with other local non-profits with a similar mission to KHB's.

Grow Programs & Services to Community

Objectives	Objective Status	Objectives
1. Develop an expert speaker panel, organizations can use regarding environmental stewardship.	1. Implemented a Code Enforcement Roundtable, which is one piece of this large-scale speaker panel.	1. Develop educational program to teach about recycling, beautification, and other environmental projects.
2. Identify other local resources and promote via Social Media and Website.	2. Connected with new businesses for partnerships as well as other non-profits to work together to achieve our common goals.	2. Explore becoming a Legacy Link worksite to supplement staff.
3. Develop a fundraising opportunity to grow and enhance our litter cleanup supply lending program.	3. Still working on a good fit as not to interfere with other community fundraisers/events.	3. Continue working on finding a good fundraiser and/or event that will work for the entire community and not interfere with established events in the area.
4. Continue to create and identify educational materials and share via multiple outlets.	4. Implemented a program where we go to preschools and/or elementary schools to read and discuss recycling and being an environmental steward in their community.	4. Implement community member/volunteer social for all citizen's involved in our program.

				FY2019			FY2020			
				BUDGET	PROJECTED ACTUAL	DIFFERENCE	FY20 BUDGET REQUEST	PROJECTED FY19 ACTUAL	DIFFERENCE	
INCOME										
OPERATING INCOME										
4000 · Government Contributions										
	4010 · Hall County			120,438.00	120,438.00	0.00	120,438.00	120,438.00	0.00	
	4011 · City of Gainesville			15,000.00	15,000.00	0.00	20,000.00	15,000.00	5,000.00	Implementation of 5 new programs.
	4012 · City of Oakwood			5,000.00	5,000.00	0.00	5,000.00	5,000.00	0.00	
	Total 4000 · Government Contributions			140,438.00	140,438.00	0.00	145,438.00	140,438.00	5,000.00	
4100 · Direct Public Support										
	4110 · Corporate/Business Contributions			1,500.00	700.00	-800.00	1,500.00	700.00	800.00	
	4111 · Individual/Community Contributions			1,000.00	215.00	-785.00	1,000.00	215.00	785.00	New Membership & Sponsorship Program Implemented January 2019.
	Total 4100 · Direct Public Support			2,500.00	915.00	1,585.00	2,500.00	915.00	1,585.00	
4200 · Other Income										
	4210 · Board Dues			2,250.00	1,950.00	300.00	2,250.00	1,950.00	300.00	2 Board Member Positions Vacant
	4211 · Recycling ~ Scrap Metal			0.00	155.00	-155.00	200.00	155.00	45.00	Implemented a Scrap Metal Fund
	Total 4200 · Other Income			2,250.00	2,105.00	145.00	2,450.00	2,105.00	345.00	
	TOTAL · OPERATING INCOME			145,188.00	143,458.00	(1,730.00)	150,388.00	143,458.00	6,930.00	
OPERATING & ADMIN EXPENSES										
5000 · PAYROLL										
	5010 · Wages Gross			90,900.00	89,850.00	-1,050.00	89,900.00	89,850.00	50.00	
	5011 · Employee(s) Bonus			2,300.00	2,355.00	-55.00	2,400.00	2,355.00	45.00	
	5030 · Payroll Taxes			7,850.00	7,240.00	610.00	7,300.00	7,240.00	60.00	
	5040 · Workers Comp			2,500.00	2,520.00	-20.00	2,600.00	2,520.00	80.00	Insurance Premium Rate Increasing FY20
	5050 · Payroll Processing Fee			0.00	444.00	0.00	0.00	444.00	-444.00	\$444 To Correct 2016 Payroll Issues.
	Total 5000 · PAYROLL			103,550.00	102,409.00	1,141.00	102,200.00	102,409.00	-209.00	
5100 · BUSINESS EXPENSES										
5110 · Financial										
	5111 · Bank Fees			0.00	60.00	0.00	60.00	60.00	0.00	\$60 Stop Payment on 2 Items
	Total 5110 · Financial			0.00	60.00	-60.00	60.00	60.00	0.00	
5120 · Professional Services										
	5121 · Accounting/Consulting			6,000.00	6,000.00	0.00	6,000.00	6,000.00	0.00	
	5122 · Professional Services - Other			4,000.00	3,800.00	200.00	4,000.00	3,800.00	200.00	
	Total 5120 · Professional Services			10,000.00	9,800.00	200.00	10,000.00	9,800.00	200.00	
5130 · Dues ~ Memberships ~ Fees										
	5131 · Dues & Memberships - Affiliations			1,000.00	780.00	220.00	1,000.00	780.00	220.00	Dues to KAB, KGB, GHCC, GRC
	Total 5130 · Dues ~ Memberships ~ Fees			1,000.00	780.00	220.00	1,000.00	780.00	220.00	
5140 · Misc. Expenses - Business										
	5141 · Liability Insurance			5,000.00	4,920.00	80.00	5,000.00	4,920.00	80.00	Insurance Premium Rate Increasing FY20
	5142 · Donations (Arbor Day)			250.00	250.00	0.00	250.00	250.00	0.00	Donation to GHCC Arbor Day Event
	Total 42040 · Misc. Expenses - Business			5,250.00	5,170.00	80.00	5,250.00	5,170.00	80.00	
	Total 5100 · BUSINESS EXPENSES			16,250.00	15,810.00	440.00	16,310.00	15,810.00	500.00	

				FY2019			FY2020			
				BUDGET	PROJECTED ACTUAL	DIFFERENCE	FY20 BUDGET REQUEST	PROJECTED FY19 ACTUAL	DIFFERENCE	
EXPENSES (Con't)										
5200 · OFFICE EXPENSES										
5210 · Office Space										
	5211 · Rent			3,240.00	3,240.00	0.00	3,240.00	3,240.00	0.00	
	Total 5210 · Office Space			3,240.00	3,240.00	0.00	3,240.00	3,240.00	0.00	
5220 · Telephone~Telecommunications										
	5222 · Telephone (Office & Cell Lines)			6,570.00	8,280.00	-1,710.00	8,300.00	8,280.00	20.00	Office & Cell Special Promo Ended
	5223 · Internet			780.00	780.00	0.00	850.00	780.00	70.00	Rate Increase Begins July
	5224 · Telephone - Repair & Upgrade			150.00	0.00	150.00	0.00	0.00	0.00	
	Total 5220 · Telephone~Telecommunications			7,500.00	9,060.00	-1,560.00	9,150.00	9,060.00	90.00	
5230 · Computers & Office Equipment										
	5231 · Computer/Website - Cost & Services			700.00	500.00	200.00	500.00	500.00	0.00	
	Total 5230 · Computers & Office Equipment			700.00	500.00	200.00	500.00	500.00	0.00	
5240 · Printing										
	5241 · Printing & Publications			300.00	400.00	-100.00	650.00	400.00	250.00	New Brochures & Flyers Printed.
	Total 5240 · Printing			300.00	400.00	-100.00	650.00	400.00	250.00	
5250 · Office Provisions										
	5251 · Supplies - General (Printer Ink, Pens, Etc.)			440.00	800.00	-360.00	950.00	800.00	150.00	
	5252 · Postage ~ Shipping ~ Box Rental			150.00	90.00	60.00	150.00	90.00	60.00	Mail Brochures, Standard Mail, Etc.
	Total 5250 · Office Provisions			590.00	890.00	-300.00	1,100.00	890.00	210.00	
	Total 5200 · OFFICE EXPENSES			12,330.00	14,090.00	-1,760.00	14,640.00	14,090.00	550.00	
5300 · STAFF EXPENSES										
5310 · Auto Expense										
	5312 · Fuel			1,600.00	2,094.00	-494.00	2,000.00	2,094.00	-94.00	Implemented More Clean-Ups
	5313 · Auto Insurance			1,500.00	1,060.00	440.00	1,200.00	1,060.00	140.00	Insurance Rate Increasing FY20
	5314 · Auto - Tags/Registration			60.00	95.00	-35.00	90.00	95.00	-5.00	
	Total 5310 · Auto Expense			3,160.00	3,249.00	-89.00	3,290.00	3,249.00	41.00	
5320 · Training & Development										
	5321 · Meetings~Conferences~Seminars			600.00	370.00	230.00	400.00	370.00	30.00	KGB, KAB, Gainesville Times, GHCC
	5322 · Travel Expenses			5,000.00	1,939.00	3,061.00	2,400.00	1,939.00	461.00	KGB, KAB, GRC
	Total 5320 · Training & Development			5,600.00	2,309.00	3,291.00	2,800.00	2,309.00	491.00	
5330 · Staff Expenses ~ Other										
	5331 · Meals & Meetings - Staff			0.00	200.00	-200.00	200.00	200.00	0.00	
	Total 5330 · Staff Expenses ~ Other			0.00	200.00	-200.00	200.00	200.00	0.00	
	Total 5300 · STAFF EXPENSES			8,760.00	5,758.00	3,002.00	6,290.00	5,758.00	532.00	

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Keep Hall Beautiful
(A Nonprofit Organization)

Financial Statements
December 31, 2018

Keep Hall Beautiful
Statement of Assets, Liabilities and Net Assets
Modified Cash Basis - As of December 31, 2018

December 31, 2018

ASSETS

Current Assets

Checking/Savings

1000 · Peach State Operating 36,963.20

1010 · Peach State SCF 1,898.83

1020 · Peach State Programs 12,356.82

Total Checking/Savings 51,218.85

Other Current Assets

Contributions Receivable 12,412.00

Total Other Current Assets 12,412.00

Fixed Assets

Accumulated Depreciation (6,849.97)

Machinery and Equipment 10,840.94

Total Fixed Assets 3,990.97

Total Current Assets 67,621.82

TOTAL ASSETS 67,621.82

LIABILITIES & NET ASSETS

Liabilities

Current Liabilities

Other Current Liabilities

2400 · PR Liabilities

2420 · Fed Taxes Payable 1,887.56

2430 · State WH Payable 351.71

Total 2400 · PR Liabilities 2,239.27

Total Other Current Liabilities 2,239.27

Total Current Liabilities 2,239.27

Total Liabilities 2,239.27

Net Assets

Prior Period Adjustments (200.38)

3000 · Unrestricted Net Assets 67,690.59

Net Income (2,107.66)

Total Net Assets 65,382.55

TOTAL LIABILITIES & NET ASSETS 67,621.82

Keep Hall Beautiful
Statement of Rev's and Exp's - Budget vs. Actual
Modified Cash Basis - For the 6 Months Ended December 31, 2018

	Jul - Dec 18	Annual Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
OPERATING INCOME			
4000 · Government Contributions			
4010 · Hall County	60,219.00	120,438.00	-60,219.00
4011 · City of Gainesville	11,250.00	15,000.00	-3,750.00
4012 · City of Oakwood	-	5,000.00	-5,000.00
Total 4000 · Government Contributions	71,469.00	140,438.00	-68,969.00
4100 · Direct Public Support			
4110 · Corporate/Business	-	1,500.00	-1,500.00
4111 · Individual	8.73	1,000.00	-991.27
Total 4100 · Direct Public Support	8.73	2,500.00	-2,491.27
4200 · Other Income			
4210 · Board Member Dues	1,950.00	2,250.00	-300.00
Total 4200 · Other Income	1,950.00	2,250.00	-300.00
Total OPERATING INCOME	73,427.73	145,188.00	-71,760.27
PROGRAM INCOME			
4300 · Program & Fundraising Inc			
4310 · Recycling	112.00	0.00	112.00
4300 · Program & Fundraising Inc - Other	5.12	0.00	5.12
Total 4300 · Program & Fundraising Inc	117.12	0.00	117.12
Total PROGRAM INCOME	117.12	0.00	117.12
Total Income	73,544.85	145,188.00	-71,643.15
Expense			
OPERATING & ADMIN EXPENSES			
5000 · PAYROLL			
5010 · Wages Gross			
5011 · Employee Bonuses	2,355.13	2,300.00	55.13
5010 · Wages Gross - Other	44,918.38	90,900.00	-45,981.62
Total 5010 · Wages Gross	47,273.51	93,200.00	-45,926.49
5030 · Payroll Tax Expense	3,616.43	7,850.00	-4,233.57
5040 · Workers Comp	3,930.00	0.00	3,930.00
5050 · Payroll Processing Fee	444.00	0.00	444.00
Total 5000 · PAYROLL	55,263.94	101,050.00	-45,786.06
5100 · BUSINESS EXPENSES			
5110 · Financial			
5111 · Bank Fees	60.00	0.00	60.00
Total 5110 · Financial	60.00	0.00	60.00
5120 · Professional Services			
5121 · Accounting/Consulting	3,975.00	6,000.00	-2,025.00
5122 · Audit	3,800.00	4,000.00	-200.00
Total 5120 · Professional Services	7,775.00	10,000.00	-2,225.00

Keep Hall Beautiful
Statement of Rev's and Exp's - Budget vs. Actual
Modified Cash Basis - For the 6 Months Ended December 31, 2018

	Jul - Dec 18	Annual Budget	\$ Over Budget
5130 · Dues ~ Memberships ~ Fees			
5131 · Dues & Memberships - Affiliates	250.00	1,000.00	-750.00
Total 5130 · Dues ~ Memberships ~ Fees	250.00	1,000.00	-750.00
5140 · Misc. Expenses - Business			
5141 · Liability Insurance	-	7,500.00	-7,500.00
5142 · Donations	-	250.00	-250.00
Total 5140 · Misc. Expenses - Business	-	7,750.00	-7,750.00
Total 5100 · BUSINESS EXPENSES	8,085.00	18,750.00	-10,665.00
5200 · OFFICE EXPENSES			
5210 · Office Space			
5211 · Rent	1,620.00	3,240.00	-1,620.00
Total 5210 · Office Space	1,620.00	3,240.00	-1,620.00
5220 · Telephone/Telecommunications			
5222 · Cellular Monthly	4,140.04	6,570.00	-2,429.96
5223 · Internet	444.30	780.00	-335.70
5224 · Telephone - Repairs/Upgrade	-	150.00	-150.00
Total 5220 · Telephone/Telecommunications	4,584.34	7,500.00	-2,915.66
5230 · Computers & Office Equipment			
Computer			
5231 · Computer/Website - Cost & Svcs	443.94	700.00	-256.06
Total Computer	443.94	700.00	-256.06
Total 5230 · Computers & Office Equipment	443.94	700.00	-256.06
5240 · Printing			
5241 · Printing/Publications	-	300.00	-300.00
Total 5240 · Printing	-	300.00	-300.00
5250 · Office Provisions			
5251 · Supplies	1,462.37	440.00	1,022.37
5252 · Postage/Shipping & Box Rental	92.00	150.00	-58.00
Total 5250 · Office Provisions	1,554.37	590.00	964.37
Total 5200 · OFFICE EXPENSES	8,202.65	12,330.00	-4,127.35
5300 · STAFF EXPENSES			
5310 · Auto Expense			
5312 · Fuel	1,046.79	1,600.00	-553.21
5313 · Auto Insurance	-	1,500.00	-1,500.00
5314 · Auto - Tags/Other	93.96	60.00	33.96
Total 5310 · Auto Expense	1,140.75	3,160.00	-2,019.25
5320 · Training & Development			
5321 · Meetings~Conferences~Seminars	-	600.00	-600.00
5322 · Travel	-	5,000.00	-5,000.00
Total 5320 · Training & Development	-	5,600.00	-5,600.00
5330 · Staff Expenses - Other			
5331 · Meals and Meetings	152.41	0.00	152.41
Total 5330 · Staff Expenses - Other	152.41	0.00	152.41
Total 5300 · STAFF EXPENSES	1,293.16	8,760.00	-7,466.84

Keep Hall Beautiful
Statement of Rev's and Exp's - Budget vs. Actual
Modified Cash Basis - For the 6 Months Ended December 31, 2018

	Jul - Dec 18	Annual Budget	\$ Over Budget
5400 · ADMINISTRATION			
5410 · BOARD			
5412 · Board Expenses - Other			
5412.1 · Board Meals and Meetings	897.08	1,600.00	-702.92
5412.2 · Gifts & Awards	-	200.00	-200.00
5412.3 · Board Book Supplies	-	100.00	-100.00
5412.4 · D&O Insurance	-	2,000.00	-2,000.00
Total 5412 · Board Expenses - Other	897.08	3,900.00	-3,002.92
Total 5410 · BOARD	897.08	3,900.00	-3,002.92
5420 · COMMUNITY PROGRAMS			
5421 · Supplies/Giveaways	-	400.00	-400.00
Total 5420 · COMMUNITY PROGRAMS	-	400.00	-400.00
Total 5400 · ADMINISTRATION	897.08	4,300.00	-3,402.92
Total OPERATING & ADMIN EXPENSES	73,741.83	145,190.00	-71,448.17
PROGRAM EXPENSES			
6000 · Program & Fundraising			
6580 · Program Meals	1,055.25	0.00	1,055.25
6590 · Program Supplies	855.43	0.00	855.43
Total 6000 · Program & Fundraising	1,910.68	0.00	1,910.68
Total PROGRAM EXPENSES	1,910.68	0.00	1,910.68
Total Expense	75,652.51	145,190.00	-69,537.49
Net Ordinary Income	(2,107.66)	-2.00	-2,105.66
Net Income	(2,107.66)	-2.00	-2,105.66

CITY OF GAINESVILLE

WORKSESSIONREQUEST

Date Submitted: 2/11/2019
Presenter: Andrea Timpone
Item of Business: Elachee Nature Science Center
Meeting Date: 2/14/2019

Purpose of Request:

Elachee Nature Science Center FY2020 Budget Presentation. The City of Gainesville contracts with various Agencies to provide additional services.

History/Background:

Historically, the City of Gainesville has contracted with Elachee Nature Science Center for environmental education and awareness.

Facts & Issues for Consideration:

Historically, the agreement with Elachee Nature Science Center has been for \$6,000 a year, with quarterly disbursements. During the FY2016 Budget, this was increased to \$10,000 and increased again in FY2019 to \$17,000. For the FY2020 budget year, \$17,000 is requested.

Department Recommendation:

A continued agreement with Elachee Nature Science Center is requested by the Agency.

Department Director:

Jeremy Perry

If funding is involved, are funds approved within the current budget?

No

Amount Requested:

\$17,000

Source of Funds:

Funding will be considered as the City's FY2020 budget is developed.

Finance Comments:

Administrative Comments:

ATTACHMENTS:

Description	Type
☐ FY2020 Agency Request Form	Backup Material
☐ DRAFT FY2020 Budget	Cover Memo
☐ 2018 Balance Sheet	Backup Material
☐ 2018 By-The-Numbers	Backup Material

CITY OF GAINESVILLE
AGENCY REQUEST FORM – FY2020 BUDGET- *ELACHEE NATURE SCIENCE CENTER*

1. What is the amount of funding you are requesting from the City of Gainesville?
\$17,000
2. Attach your financial budget for next year, including a comparative to your current year budget.
3. Attach a copy of your current financial statement, including balance sheet.
4. Please discuss your agency's accomplishments over the past 12 months, focusing primarily on services and programs you provided using funding from the City of Gainesville.

Please see the attached "By the Numbers" Report.

5. Explain how you developed your goals for next year's budget. What do you hope to accomplish using the funding from the City of Gainesville?

The Board and staff of Elachee Nature Science Center is continually assessing needs and growth opportunities for the organization. Goals for programs and facility are incorporated in the budget, and are based on continuous improvement and the goals established in a strategic plan which was completed last year. The City of Gainesville funding will continue to support the services and programs that Elachee provides for an ever-increasing population and visitor base.

6. What challenges are you facing in developing next year's budget? To what level will you be relying on financial reserves to balance your budget?

Next year's budget is based on moderate growth in earned revenue and in donations (65%/35% of total budget). No financial reserves will be used to balance this budget.

7. Did you review programs/services to determine their necessity? How do they tie into your goals? Did you expand, add, decrease or eliminate programs/services? If so, what community and budget impact will the changes have?

Our programs and services are constantly evaluated for effective progress in fulfilling our mission to "promote environmental understanding through education and conservation." We are adding new programs and services to serve a variety of ages and populations. Our family-friendly programs include RaptorFest, Tree Festival, Trillium Trek and Snake Day. Other

public offerings include Master Naturalist, Brown Bag Lunches and Guest Speakers, Science Nights, Astronomy events, and bird walks.

Elachee Nature Science Center FY2019 Budget

(Updated 12/10/18)

			Board Approved FYE2019	FYE 2020 DRAFT
Income				
4000.1 · CWAPC Management Fee			50,000	55,000
4000.2 · Camp Revenue			155,000	150,000
4000.3 · Preschool Revenue			123,000	128,860
K-1st Grade			100,000	102,100
4002.8 Flights Sponsorships			54,000	65,000
4002.88 Flights Tickets			5,000	3,000
4002.4 Other Tickets			12,500	15,500
4002.3 Other Sponsorships			2,000	5,000
4007.22 - Annual Sponsors			55,000	70,000
4007.1 · Donations - Annual Fund			130,000	140,000
4007.2 · Donations Flights of Fancy			2,500	2,500
4007.5 · Donation Boxes			1,500	100
4007.6 · Donations - Scholarships (Field Trips)			30,000	45,000
4007.7 · Donations - Restricted			4,000	6,000
4007.8 · Memorial Gifts			4,000	4,500
4007.9 · Donations - Earthshare			7,000	6,000
4008 · Admission -Museum/Self Guided			7,000	4,000
4010 · Contract - School Program			103,000	107,500
4011 · Noncontract - School Program			225,000	190,000
4015 · Public Education Revenue			46,000	46,000
4018 · Membership Fees			14,000	8,000
4020 · Rental Income			12,000	12,000
4021 · House and Office Rental Income			7,000	6,000
4022 · Taxable Sales			70,000	70,000
4030 · Interest & Dividend Income			5,000	3,000
4040 - Realized/Unrealized (Investments)				5,000
Parking Station Reimbursement			61,000	79,000
Parking Station Administration Fee			10,400	11,000
Total Income			1,295,900	1,340,060

Expense		Board Approved FY 2019	Working FY2019
5000 Cost of Goods Sold		26,000	22,000
5245 Donations Expense		500	200
5100 · Salaries			
	5102 · Full-Time Salaries	375,000	382,683
	5104 · Part-Time Salaries	54,000	82,657
	5106 · Naturalists Salaries	134,000	136,000
	5110 · Camp Salaries	30,000	35,000
	5120 · Nature Academy Salaries	164,000	167,827
5130 · Payroll Taxes			
	5132 · P/R Taxes - Full-Time	28,700	29,275
	5134 · P/R Taxes - Part-Time	4,100	6,323
	5136 · P/R Taxes - Naturalists	10,300	10,251
	5138 · P/R Taxes - Academy	13,400	12,839
	5144 · P.R Taxes - Camp	2,300	2,678
5150 · Salary Expense - Payroll		6,000	5,300
5153 · Employee Exp-Background,Drug		1,200	1,200
5154 · Entertainment / Food		20,000	25,000
5155 · Maintenance & Repairs		28,000	28,000
5159 · Office Supplies		8,000	8,000
5160 · Exhibit Supplies		5,000	7,000
5161 · Supplies - General		35,000	45,000
5210 · Group Health Ins.		70,000	54,000
5220 · Workers Comp		4,500	4,000
5220 · Other Insurance - Other		28,000	29,000
5228 · Bank Charges		18,000	25,000
5240 · Dues & Subscriptions		3,800	3,700
5335 · Legal/ Accounting		12,000	14,000
5336 · Marketing/Advertising		7,500	7,500
5338 · Mileage Reimbursement		500	3,000
5350 · Other Fees		20,000	25,000
5410 · Leasing of Postage machine		350	350
5400 · Postage - Other		13,000	25,000
5425 · Printing		26,000	27,000
5426 · Rental Security Expense		2,000	4,000
5430 · SEP-IRA Contribution		39,000	40,000
5434 · Staff Training		2,000	2,000
5450 · Taxes & Licenses		300	200
5456 · Technology Expense		11,000	15,000
5510 · Telephone		12,000	14,000
5550 · Travel Expense		2,500	500
5580 · Utilities		35,000	36,000

5590 · Vehicle Expense			4,000	3,500
Total Expense			1,256,950	1,339,983
NET			38,950	77

Chicopee Woods Parking Station Budget (Draft) FY 2019

Revenue

Daily Passes	26,000
Annual Passes	89,000
TOTAL REVENUE	<u>115,000</u>

Expenses

Consumables	3,000
(hang tags, envelopes, warning tickets, oasses, etc.)	
Monthly Utilities/Services	3,000
(AT&T, Bike Trail's trash and port-a-potty services)	
Parking Attendant	46,526
(12 hrs/day, 360 days/yr., \$10.77/hr.)	
Administration	10,400
(Supervision/Accounting, 10 hrs/wk., \$20/hr., 52 weeks)	
Construction Reimbursement	20,000
(Total to be paid for construction costs = \$61,398)	
TOTAL EXPENSES	<u>82,926</u>

ELACHEE NATURE SCIENCE CENTER

Balance Sheet

As of December 31, 2018

	Dec 31, 18
ASSETS	
Current Assets	
Checking/Savings	
1000 · Unrestricted Cash	
1016 · PayPal Account	17,499.13
1010.1 · BB&T Operating Account-GenOp2	70,852.06
1011 · Petty Cash	375.00
1015 · UCB Checking Account-GenOp	150,145.04
Total 1000 · Unrestricted Cash	238,871.23
1001 · Restricted Cash Accounts	
1113 · Vanguard Account - Growth	192,430.62
1112 · Vanguard Account - Cash Flow	224,769.83
1111 · Vanguard Account - Liquidity	128,450.27
1012 · BB&T Stream Mitigation Account	53,976.64
Total 1001 · Restricted Cash Accounts	599,627.36
Total Checking/Savings	838,498.59
Accounts Receivable	
1200.11 · A/R Parking Station Mgmt Fee	6,067.00
1050 · A/R Other	11,070.75
1100 · A / R-Current FY Pledges	
1100.0 · A/R Annual Fund Pledges Current	2,000.00
Total 1100 · A / R-Current FY Pledges	2,000.00
1102 · A/R Future Year Pledges	
1102.0 · A/R - AF Future Year Pledges	2,292.67
Total 1102 · A/R Future Year Pledges	2,292.67
Total Accounts Receivable	21,430.42
Other Current Assets	
1190 · Nature Shop Inventory	13,245.77
1200 · A/R Stream Mitigation	106,250.00
Total Other Current Assets	119,495.77
Total Current Assets	979,424.78
Fixed Assets	
1521 · Elachee Parking Station	98,725.80
1500 · Buildings	1,167,448.83
1502 · Equipment	89,147.25
1505 · Furniture and Equipment	75,239.65
1507 · Vehicles	45,066.93
1510 · Building Improvements	
1511 · Capital Campaign Improvements	54,724.81
1510 · Building Improvements - Other	245,015.57
Total 1510 · Building Improvements	299,740.38
1512 · Land Improvements	380,973.94
1520 · Construction in Progress	11,480.00
1550 · Accumulated Depreciation	-872,000.73
Total Fixed Assets	1,295,822.05
Other Assets	
1620 · Intangible Assets	
1622 · Amortization of Intangible Asse	-4,650.00
1620 · Intangible Assets - Other	9,000.00
Total 1620 · Intangible Assets	4,350.00
1600 · Prepaid Expenses	16,346.88
1625 · Stream Mitig. Costs Capitalized	
1625.55 · N/R - Due from Mitigation Bank	23,881.47
1625 · Stream Mitig. Costs Capitalized - Other	258,797.93

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Accrual Basis

ELACHEE NATURE SCIENCE CENTER

Balance Sheet

As of December 31, 2018

	Dec 31, 18
Total 1625 · Stream Mitig. Costs Capitalized	282,679.40
1630 · Investment in Land	21,588.81
Total Other Assets	324,965.09
TOTAL ASSETS	2,600,211.92
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	179.96
Total Accounts Payable	179.96
Credit Cards	
2510 · Chase Business Card	-2,094.87
2512 · Lowe's card	-590.78
Total Credit Cards	-2,685.65
Other Current Liabilities	
2115 · Salaries & Wages Payable	33,134.57
2120 · SEP-IRA Contribution Payable	54,337.05
2121 · HSA payable	1,480.00
2122 · 403(B) payable	1,426.01
2525 · Cash Box Exp- Program/Events	-250.00
2530 · AF Pledge monthly FYE15 Adj	-583.31
Total Other Current Liabilities	89,544.32
Total Current Liabilities	87,038.63
Long Term Liabilities	
2401 · A/P Stream Mitigation Interfund	
2401.11 · N/P -Due to Operations from MB	23,881.47
2401 · A/P Stream Mitigation Interfund - Other	106,250.00
Total 2401 · A/P Stream Mitigation Interfund	130,131.47
2500 · Deferred Income	53,099.50
Total Long Term Liabilities	183,230.97
Total Liabilities	270,269.60
Equity	
3010 · Net Assets - Unrestricted	2,168,597.93
3020 · Net Assets - Temp. Restricted	104,670.75
3030 · Net Assets - Perm. Restricted	205,430.00
32000 · Retained Earnings	-116,172.67
Net Income	-32,583.69
Total Equity	2,329,942.32
TOTAL LIABILITIES & EQUITY	2,600,211.92

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Accrual Basis

ELACHEE NATURE SCIENCE CENTER
Profit & Loss YTD, FY 2019, ALL CLASSES
 June through December 2018

	Jun - Dec 18	Jun - Dec 17	\$ Change
Income			
4600.1 · PS Management Fee	6,067.00	0.00	6,067.00
4019.1 · Parking Pass - Daily	28,682.63	0.00	28,682.63
4019 · Annual Parking Pass	14,235.00	100.00	14,135.00
4000 · Program Revenue			
4000.1 · CWAPC Management Fee	25,000.00	20,000.00	5,000.00
4000.2 · Camp Revenue	127,679.90	137,885.00	-10,205.10
4000.3 · Preschool Revenue			
4000.34 · Preschool Scholarships Allocate	4,910.00	1,530.00	3,380.00
4000.33 · K-1 Nature Academy Revenue			
4000.35 · K-1 Scholarships Allocated	10,639.50	2,322.00	8,317.50
4000.33 · K-1 Nature Academy Revenue - Other	49,530.50	23,471.00	26,059.50
Total 4000.33 · K-1 Nature Academy Revenue	60,170.00	25,793.00	34,377.00
4000.3 · Preschool Revenue - Other	69,463.50	73,774.50	-4,311.00
Total 4000.3 · Preschool Revenue	134,543.50	101,097.50	33,446.00
Total 4000 · Program Revenue	287,223.40	258,982.50	28,240.90
4002 · Ticket Sales/Sponsors			
4002.8 · Fundraiser Sponsorships - Fligh	5,500.00	1,000.00	4,500.00
4002.4 · Other tickets	10,414.00	9,240.00	1,174.00
4002.3 · Other Sponsorships	1,000.00	3,240.00	-2,240.00
Total 4002 · Ticket Sales/Sponsors	16,914.00	13,480.00	3,434.00
4005 · AF Pledge Monthly GAAP Adj.	583.31	1,808.31	-1,225.00
4007 · Donations			
4007.22 · Donations - Annual Sponsors	50,000.00	39,000.00	11,000.00
4007.98 · In Kind Donations	10,000.00	0.00	10,000.00
4007.1 · Donations - Annual Fund			
4007.19 · Donations, Annual Fund - NEON	2,635.00	2,810.00	-175.00
4007.1 · Donations - Annual Fund - Other	98,979.57	54,105.00	44,874.57
Total 4007.1 · Donations - Annual Fund	101,614.57	56,915.00	44,699.57
4007.5 · Donation Boxes	46.19	956.34	-910.15
4007.6 · Donations -Scholarships			
4007.69 · Donations - FTM ENA Scholarship	1,250.00	0.00	1,250.00
4007.6 · Donations -Scholarships - Other	8,000.00	4,500.00	3,500.00
Total 4007.6 · Donations -Scholarships	9,250.00	4,500.00	4,750.00
4007.7 · Donations - Restricted			
4007.72 · Donations and Grants	3,000.00	0.00	3,000.00
4007.71 · Donations AF Restricted	2,600.00	875.00	1,725.00
4007.7 · Donations - Restricted - Other	200.00	1,050.00	-850.00
Total 4007.7 · Donations - Restricted	5,800.00	1,925.00	3,875.00
4007.8 · Memorial Gifts	2,725.00	3,700.00	-975.00

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Accrual Basis

ELACHEE NATURE SCIENCE CENTER
Profit & Loss YTD, FY 2019, ALL CLASSES
 June through December 2018

	Jun - Dec 18	Jun - Dec 17	\$ Change
4007.9 · Donations - Earthshare	1,630.97	1,823.14	-192.17
4007 · Donations - Other	0.00	2.00	-2.00
Total 4007 · Donations	181,066.73	108,821.48	72,245.25
4008 · Admission -Museum/Self Guided	2,684.00	4,083.40	-1,399.40
4010 · Contract - School Program	58,484.00	50,484.00	8,000.00
4011 · Noncontract - School Program	92,566.44	98,283.70	-5,717.26
4015 · Public Education Revenue			
4015.1 · Event Registrations-NEON	1,525.00	110.00	1,415.00
4015 · Public Education Revenue - Other	11,745.00	24,353.00	-12,608.00
Total 4015 · Public Education Revenue	13,270.00	24,463.00	-11,193.00
4018 · Membership Fees			
4018.1 · Memberships - NEON	2,900.00	1,750.00	1,150.00
4018 · Membership Fees - Other	4,211.00	4,765.00	-554.00
Total 4018 · Membership Fees	7,111.00	6,515.00	596.00
4020 · Rental Income	7,246.00	6,227.50	1,018.50
4021 · House and Office Rental Income	4,661.85	4,661.85	0.00
4022 · Taxable Sales			
4022.4 · Taxable Sales - Tree Sale	0.00	3,294.78	-3,294.78
4060 · Sale of Donated Items	1,705.00	1,430.00	275.00
4022 · Taxable Sales - Other	13,673.99	16,776.05	-3,102.06
Total 4022 · Taxable Sales	15,378.99	21,500.83	-6,121.84
4030 · Interest & Dividend Income	1,447.80	8,496.16	-7,048.36
4040 · Realized / Unrealized - Invest.	-32,990.31	33,088.11	-66,078.42
4050 · Carryover Funds	0.00	0.00	0.00
4055 · Refunds/Rebates	0.00	622.83	-622.83
4600 · Stream Mitigation Mgmnt Revenue			
4600.2 · Stream Credits Sold	45,271.13	0.00	45,271.13
4600 · Stream Mitigation Mgmnt Revenue - Other	0.00	0.00	0.00
Total 4600 · Stream Mitigation Mgmnt Revenue	45,271.13	0.00	45,271.13
Total Income	749,902.97	641,618.67	108,284.30
Cost of Goods Sold			
5000 · Cost of Goods Sold	11,071.65	16,892.89	-5,821.24
Total COGS	11,071.65	16,892.89	-5,821.24
Gross Profit	738,831.32	624,725.78	114,105.54
Expense			
5245 · Donations Expense	250.00	0.00	250.00
5100 · Salaries			
5102 · Full-Time Salaries	216,289.60	160,932.53	55,357.07
5104 · Part-Time Salaries	38,011.61	50,172.61	-12,161.00

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01/09/19

Accrual Basis

ELACHEE NATURE SCIENCE CENTER
Profit & Loss YTD, FY 2019, ALL CLASSES
 June through December 2018

	Jun - Dec 18	Jun - Dec 17	\$ Change
5106 · Naturalists Salarie	79,307.91	63,271.90	16,036.01
5110 · Camp Salaries	33,470.37	22,868.63	10,601.74
5120 · Nature Preschool Salaries			
5122 · K-1 Nature Academy Salaries	39,467.53	31,392.79	8,074.74
5120 · Nature Preschool Salaries - Other	52,094.21	45,379.92	6,714.29
Total 5120 · Nature Preschool Salaries	91,561.74	76,772.71	14,789.03
5100 · Salaries - Other	-321.75	0.00	-321.75
Total 5100 · Salaries	458,319.48	374,018.38	84,301.10
5130 · Payroll Taxes			
5132 · P/R Taxes - Full-Time	16,017.67	11,967.22	4,050.45
5134 · P/R Taxes - Part-Time	2,882.51	3,626.68	-744.17
5136 · P/R Taxes - Naturalists	6,067.12	4,838.19	1,228.93
5138 · P/R Taxes - Preschool			
5139 · P/R Taxes -K-1 Nature Academy	2,964.48	2,401.70	562.78
5138 · P/R Taxes - Preschool - Other	3,985.06	3,471.63	513.43
Total 5138 · P/R Taxes - Preschool	6,949.54	5,873.33	1,076.21
5144 · P.R Taxes - Camp	2,539.80	1,749.79	790.01
5130 · Payroll Taxes - Other	-216.50	0.00	-216.50
Total 5130 · Payroll Taxes	34,240.14	28,055.21	6,184.93
5150 · Salary Expense - Payroll	3,044.30	2,796.96	247.34
5153 · Employee Exp-Background,Drug	484.00	946.18	-462.18
5154 · Entertainment / Food	10,022.10	8,195.60	1,826.50
5155 · Maintenance & Repairs	20,260.05	17,193.61	3,066.44
5158 · Supplies			
5159 · Office Supplies	3,675.17	6,392.83	-2,717.66
5160 · Exhibit Supplies	3,715.34	2,026.53	1,688.81
5161 · Supplies - General	13,544.98	14,831.89	-1,286.91
5158 · Supplies - Other	29.92	96.72	-66.80
Total 5158 · Supplies	20,965.41	23,347.97	-2,382.56
5200 · Insurance			
5210 · Group Health Ins.	31,069.82	25,816.43	5,251.39
5220 · Other Insurance			
5220.0 · Workers Comp	3,462.00	2,533.00	929.00
5220 · Other Insurance - Other	12,616.00	14,661.87	-2,045.87
Total 5220 · Other Insurance	16,078.00	17,194.87	-1,116.87
Total 5200 · Insurance	47,147.82	43,013.30	4,134.52
5228 · Bank Charges	8,514.09	9,907.08	-1,392.99
5240 · Dues & Subscriptions	1,488.13	1,863.90	-375.77
5300 · Interest Expense	0.00	25.00	-25.00
5335 · Legal/ Accounting	14,000.00	12,000.00	2,000.00

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01/09/19

Accrual Basis

ELACHEE NATURE SCIENCE CENTER
Profit & Loss YTD, FY 2019, ALL CLASSES
 June through December 2018

	Jun - Dec 18	Jun - Dec 17	\$ Change
5336 · Marketing/Advertising	2,843.41	3,319.10	-475.69
5338 · Mileage Reimbursement	1,645.90	549.30	1,096.60
5350 · Other Fees	21,859.84	13,208.17	8,651.67
5400 · Postage			
5410 · Leasing of Postage machine	162.64	162.64	0.00
5400 · Postage - Other	3,802.84	6,897.61	-3,094.77
Total 5400 · Postage	3,965.48	7,060.25	-3,094.77
5425 · Printing	24,342.26	18,061.43	6,280.83
5426 · Rental/Event Security Expense	2,660.00	945.00	1,715.00
5430 · SEP-IRA Contribution	54,337.05	10,441.41	43,895.64
5434 · Staff Training	1,642.00	1,444.00	198.00
5456 · Technology Expense	8,552.16	7,282.36	1,269.80
5510 · Telephone	7,004.94	5,405.51	1,599.43
5550 · Travel Expense	118.04	2,540.30	-2,422.26
5580 · Utilities	20,164.97	18,374.22	1,790.75
5590 · Vehicle Expense	1,808.52	1,483.91	324.61
5600 · Stream Mit Operating Expenses			
5600.2 · Stream Bank Expense	1,734.92	0.00	1,734.92
5600 · Stream Mit Operating Expenses - Other	0.00	0.00	0.00
Total 5600 · Stream Mit Operating Expenses	1,734.92	0.00	1,734.92
Total Expense	771,415.01	611,478.15	159,936.86
Net Income	-32,583.69	13,247.63	-45,831.32

By the Numbers

2018 Annual Highlights





elachee.org/lifelong-learning

Lifelong Learning

56 hours of tailored ecology instruction and field studies for adult learners in north Georgia, led by environmental experts.

4 Custom Programs in 2018

- **Brown Bag Lecture Series**

Monthly Lunch-and-Learn Presentations

- **Birding Hike at Chicopee Lake**

A real-time, citizen scientist data collection of local wild bird populations, as part of the national Great Backyard Bird Count.

- **Georgia Master Naturalist Series**

An 11-session, spring semester lecture and field study program that explores local habitats and ecosystems.

- **Elachee Science Nights**

A monthly public forum for the community to engage an environmental expert in lively dialogue at Recess Southern Gastro-Pub.

Page 30 of 58

Fascinating Joro Spider

The *Nephila clavata* is an exotic Asian species weaving its web across the region. The suspected ground zero point for its 'invasion' is 13 miles from Chicopee Woods Nature Preserve! Area scientists are keeping track of the Joro spider's ecological impact as it spreads into a new habitat. An Elachee Facebook post hit a nerve in September resulting in the highest social media interaction among our 'friends' since the 2017 web worm phenomenon in north Georgia.

2,667 Reached, **506** Clicks
124 Engagements, **15** Shares
26 Comments



facebook.com/elachee



By the Numbers in 2018

elachee.org/school-programs

32,140 PreK-12 students from **251 schools** took part in relevant and memorable field trip and outreach programs. Educators from **22 school systems** in **23 Georgia counties** chose Elachee for their students' supplemental environmental education. This represents a **14.5% increase over 2017** in the number of schools participating in field trips and outreach programs. **In Hall County alone, 14,349 students benefited from an Elachee nature program.** Elachee received an average of **6 school program requests each day** during the academic year.

1.5 hours is the average time visitors spend in Chicopee Woods Nature Preserve.

3 scientific studies in the Chicopee Woods Nature Preserve are ongoing to evaluate fish population movement, bat populations and pollinator/plant population composition.

4 minnow species were identified in a restored and an unrestored section of Nature Preserve waterways as part of a U.S. Geological Survey study of fish populations in stream mitigation banks (*Creek Chub, Stoneroller, Yellowfin Shiner, Bluehead Chub*).

5 bridges repaired along the hiking trails of the Nature Preserve.

9 environmental experts named to Elachee's Science Advisory Board.



10 percent of Elachee's annual operations budget was raised at the *2018 Flights of Fancy Benefit & Auction*.

13 pollinator species observed interacting with 215 individuals of 28 species of pollinator plants at the Chicopee Woods Conservation Meadow at Chicopee Lake, as part of a University of North Georgia bio-blightz study.

14 months holds the advance booking record for an Elachee wedding rental.

15 high school students trained, honing leadership skills to become future Camp Elachee counselors.

38 fallen trees removed from across trails along the 12-mile hiking trail system in Chicopee Woods Nature Preserve.

251 trail users interviewed for a Nature Preserve-use study conducted at Elachee's Aquatic Studies Center at Chicopee Lake.

264 items added to the Chicopee Woods Nature Preserve infrastructure survey that maps locations of bridges, stairs, fences, waterbars and more.

422 toy snakes sold at *Snake Day 2018*.

573 University of North Georgia-Gainesville Biology Department students conducted labs in the Chicopee Woods Nature Preserve.

803.5 miles *Trillium Trek Trail Run* participants traveled in Chicopee Woods during this Earth Day event.



965 children ages 3-13 had 'the best summer ever' at Camp Elachee.

1,300 Elachee volunteer hours spent in conservation activities out of the total **2,600 hours** logged.

2,593 sunflower seeds Elachee Nature Academy K-1 students harvested from their Jr. Master Naturalist Garden.

5,220 total miles Elachee Nature Academy students hiked in Chicopee Woods.

16,200 minutes each Elachee Nature Academy student spent hiking in Chicopee Woods.





Elachee Nature Science Center promotes environmental understanding through education and conservation.

Nestled in one of Georgia's largest protected greenspaces, the 1,440-acre Chicopee Woods Nature Preserve, Elachee is a private, independently operated 501(c)(3) not-for-profit organization. Elachee is the only SACS/AdvancED-accredited nature center in the southeastern United States. For 40 years, this premier regional resource and recreation destination has been instrumental in building environmental literacy for Georgians of all ages.

Elachee serves nearly 70,000 visitors annually through STEAM-based environmental education classes for students in PreK through Grade 12, Camp Elachee summer day camps, natural history and live animal exhibits, 12 miles of pristine hiking trails, and life-long learning and seasonal nature-related programs for the public. The campus is also home to Elachee Nature Academy, an accredited and State-licensed school offering nature-based Preschool and Kindergarten-1st Grade programs.

As conservator in perpetuity for the Chicopee Woods Nature Preserve, Elachee collaborates with its devoted community partners and volunteer corps to build, maintain and ensure a sustainable legacy for current and future generations to enjoy. Elachee's conservation stewardship work restores and protects the health of this regional treasure – its forest, streams and habitats – deploying natural design principles to promote sustainability, clean water and biodiversity. This work also provides ongoing maintenance of the Nature Preserve's extensive hiking trail system.

The Elachee organization has a proven record of sound fiscal management, relying on earned income and tax-deductible donations, planned gifts, grants and fundraising events to fund operations. Learn more about Elachee's rich history at www.elachee.org.

CITY OF GAINESVILLE

WORKSESSIONREQUEST

Date Submitted: 1/10/2019

Presenter: Jarrett Nash

Item of Business: Resolution: FY2019 New Water Meter Installation Project - Award of Contract

Meeting Date: 2/14/2019

Purpose of Request:

Permission to award the FY2019 Water Meter Installation project to Classic City Mechanical, Inc.

History/Background:

New meter sales continue at rate higher than 1,000 per year.

Facts & Issues for Consideration:

Utilizing a private contractor to install new water meters will allow city personnel to expend more effort on needed system maintenance.

Department Recommendation:

Award the FY2019 New Water Meter Installation project to Classic City Mechanical, Inc. in the amount of One-Million Five-Hundred Twenty-Nine thousand dollars.

Department Director:

Linda MacGregor

If funding is involved, are funds approved within the current budget?

Amount Requested:

\$2,100,000

Source of Funds:

Capital Project Fund

Finance Comments:

Administrative Comments:

ATTACHMENTS:

Description	Type
☐ FY2019 New Water Meter Installation	Resolution
☐ CIP summary	Backup Material
☐ Recommendation of Award	Backup Material
☐ Bid Tabulation	Backup Material

RESOLUTION PR-2019 - ____

**FY2019 New Water Meter Installation
Award of Contract**

WHEREAS, the City of Gainesville owns and operates a water system that serves the City of Gainesville and portions of Hall County; and

WHEREAS, the Department of Water Resources (DWR) installs new water services and meters as they are purchased; and

WHEREAS, the City of Gainesville and the portions of Hall County served water by the City of Gainesville continues to grow rapidly; and

WHEREAS, the Department of Water Resources (DWR) determined it advantageous to engage a private contractor to install new water meters; and

WHEREAS, bids from pre-qualified construction contractors were received for the FY2019 New Water Meter Installation project on September 18, 2018; and

WHEREAS, the lowest acceptable bid for construction of the FY2019 New Water Meter Installation project was submitted by Classic City Mechanical, Incorporated; and

WHEREAS, DWR staff has reviewed and evaluated the bids and recommends the installation contract be awarded to Classic City Mechanical, Incorporated.

NOW, THEREFORE, BE IT RESOLVED THAT the governing body for the City of Gainesville hereby authorizes award of the installation contract to Classic City Mechanical, Incorporated.

BE IT FURTHER RESOLVED THAT the total authorized expenditure shall not exceed \$2,100,000.00, including contingency, legal fees, staff time, city furnished materials and other project costs. The said expenditure shall be from the Department of Water Resources Capital Projects Fund and/or other funding sources as required.

BE IT FURTHER RESOLVED THAT the Mayor, City Manager and City Attorney are authorized to sign such documents that may be necessary to complete this project.

Adopted this ____ day of _____, 2019.

C. Danny Dunagan, Jr., Mayor

This is to certify that I am City Clerk of the City of Gainesville. As such, I keep its official records, including its minutes. In that capacity, my signature below certifies this resolution was adopted as stated and will be recorded in the official minutes.

ATTEST:

Denise O. Jordan, City Clerk

DEPT OF WATER RESOURCES

CAPITAL IMPROVEMENTS PROJECT SUMMARY REQUEST

PROJECT NAME: FY2019 New Meter Installation			
PROJECT NUMBER: _____		PROJECT DEPARTMENT _____	
RESOLUTION NUMBER: _____		LOCATION: 4975.00	
PROJECT MANAGER: Jarrett Nash			
CHECK ONE: NEW PROJECT: ☒ ADDITIONAL FUNDING _____			

CODE		ACCOUNT NUMBER	AMOUNT REQUEST
SWB - CITY PROVIDED PROJECT MANAGEMENT			
1100	Salaries and Wages	511100.XXX to 511150.XXX	\$112,000.00
1101	Overtime Earnings	511300.XXX to 511350.XXX	
1110	Health and Life Insurance Premiums	512100.000	
1140	Social Security and Medicare Expense	512200.000	
1171	Retirement Contribution - Plan A	512400.001	
	SUBTOTAL		\$112,000.00
PDD - PROJECT DEVELOPMENT & DESIGN			
8101	Project Development	541000.001	
8102	Facility Design/Bidding Service	541000.002	
8103	Geotechnical	541000.003	
8104	Laboratory	541000.004	
8105	Survey	541000.005	
8106	Other	541000.011	
8107	Legal Services	541000.006	
	SUBTOTAL		\$0.00
LAND - LAND/EASEMENT ACQUISITION			
8201	Survey	541100.003	
8202	Legal Services	541100.004	
8203	Land Agent Services	541100.005	
8204	Land Purchase	541100.001	
8205	Easement Acquisition	541100.002	
	SUBTOTAL		\$0.00
CON - CONSTRUCTION			
8301	Construction Admin. Services	541000.007	
8302	Resident Inspection Services	541000.008	
8303	Legal Services	541000.006	\$10,000.00
8304	Contracted Construction Cost	541000.009	\$1,678,000.00
8305	City-Furnished Materials	541000.010	\$300,000.00
8306	Other	541000.011	
8308	Furnishings and Equipment (Taggable Assets)	531600.002	
	SUBTOTAL		\$1,988,000.00
MEQ - MACHINERY AND EQUIPMENT			
2000	Equipment	542000.000	
2200	Vehicles	542200.000	
	SUBTOTAL		\$0.00
INT - INTANGIBLES			

5431	Master Plans & Studies	543000.001	
5432	Software	543000.002	
5433	Other	543000.003	
	SUBTOTAL		\$0.00
RMT - REPAIRS AND MAINTENANCE			
5201	Annual Maintenance Contracts	522200.001	
5202	General Repairs and Maintenance	522200.002	
5203	Equipment Repairs	522200.003	
5204	Vehicles	522200.004	
5205	Tires	522200.005	
5206	Streets	522200.006	
5207	Sidewalks	522200.007	
5208	Bridges	522200.008	
5209	Stormwater	522200.009	
	SUBTOTAL		\$0.00
	TOTAL		\$2,100,000.00



CITY OF GAINESVILLE
•
**DEPARTMENT OF
WATER RESOURCES**

757 Queen City Parkway, SW
Gainesville, Georgia 30501-4358
Telephone: 770.538.2466
Fax: 770.535.5634
Web Site: www.gainesville.org

memo

TO: Linda MacGregor, Department of Water Resources Director
Don Dye, Department of Water Resources Assistant Director
FROM: Jarrett Nash, Distribution and Collections Division Manager
SUBJECT: FY2019 New Water Meter Installation
DATE: January 10, 2019

Bids were received from pre-qualified contractors for the referenced project on September 18, 2018. The bid amounts are as follows:

CONTRACTOR	TOTAL BID AMOUNT
Classic City Mechanical, Inc.	\$1,529,000.00
Strickland & Sons Pipeline Inc.	\$1,981,100.00

A table is enclosed that tabulates all bids received on a cost-per-item basis and summarizes the final bid amounts. This tabulation verifies that Classic City Mechanical, Incorporated is the acceptable low bidder for this project.

We have reviewed the bid documents submitted by the acceptable low bidder, Classic City Mechanical, Incorporated and find them to be in order. We therefore recommend that Classic City Mechanical, Incorporated be awarded the construction contract for the New Water Meter Installation project in the amount of \$1,529,000.00.

Classic City Mechanical, Inc. has confirmed that the Guarantee Company of North America, USA will furnish payment and performance bonds for this project. Guarantee Company of North America, USA is listed in the current version of the U.S. Department of the Treasury Circular (NAIC #36650). They are shown as being licensed in the State of Georgia with an underwriting limitation that is greater than the bond amount. They also have a current A.M. Best Rating of "A" and a current Standard and Poor's Rating of "A-".

Please note that upon receipt of performance and payment bonds, we will request that Classic City Mechanical, Inc. provide us a verification of bond authenticity and a history of claims against the bonding company, if any.

Please let me know if you have any questions.

Attachment:

CC: Myron Bennett, Engineering and Construction Division Manager

BID TABULATION SHEET FY 2019 New Water Meter Installation Date: January 10, 2017								
					Strickland & Sons Pipeline Inc.		Classic City Mechanical, Inc.	
ITEM NO.		DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
ITEM 1 - WATER SERVICE INSTALLATIONS								
	a.	3/4 - Inch Short Side	EA.	500	\$1,477.00	\$738,500.00	\$1,100.00	\$550,000.00
	b.	3/4 - Inch Long Side	EA.	500	\$2,127.00	\$1,063,500.00	\$1,540.00	\$770,000.00
	c.	3/4 - Inch Meter Set	EA.	200	\$355.00	\$71,000.00	\$350.00	\$70,000.00
	d.	Water Meter Adjustment	EA.	300	\$260.00	\$78,000.00	\$379.00	\$113,700.00
	e.	3/4 - Inch Copper tubing	L.F.	500	\$19.00	\$9,500.00	\$18.00	\$9,000.00
ITEM 2 - REMOVING AND REPLACING PAVEMENT								
	a.	Type I	L.F.	100	\$66.00	\$6,600.00	\$23.00	\$2,300.00
ITEM 3 - ROCK EXCAVATION								
	a.	Cost	C.Y.	50	\$60.00	\$3,000.00	\$60.00	\$3,000.00
ITEM 16 - CASH ALLOWANCES								
	a.	Soils and Concrete Testing	EA	1	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
	b.	Construction Survey	EA	1	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
	c.	Blasting Monitoring	EA	1	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00
BID TOTAL					\$1,981,100.00		\$1,529,000.00	

CITY OF GAINESVILLE

WORKSESSIONREQUEST

Date Submitted: 1/18/2019

Presenter: James Farmer

Item of Business: Resolution: Downtown Utilities Improvements Phase II - Design and Bidding Services

Meeting Date: 2/14/2019

Purpose of Request:

To obtain funding to enter into a professional services agreement for the design and bidding services of the Downtown Utilities Improvements Phase II Project.

History/Background:

The Department of Water Resources (DWR) operates and maintains the water, sanitary, and storm lines in the downtown vicinity. As a part of normal operations, DWR has identified several of these utilities that have reached the end of their useful design life and are in need of replacement.

Facts & Issues for Consideration:

This project will update the utility lines in conjunction with other City of Gainesville projects in the Downtown area.

Department Recommendation:

Authorize staff by resolution to enter into an agreement for professional services with Keck and Wood Inc. to complete the design and bidding phases of this project.

Department Director:

Linda MacGregor

If funding is involved, are funds approved within the current budget?

No

Amount Requested:

\$300,000

Source of Funds:

Department of Water Resources Capital Projects Fund

Finance Comments:

Administrative Comments:

ATTACHMENTS:

Description	Type
☐ Downtown Phase II Resolution	Resolution
☐ Downtown Phase II CIP Summary	Attachments/Exhibits
☐ Downtown Phase II Presentation	Powerpoint Presentation

RESOLUTION PR-2019 - ____

DOWNTOWN UTILITIES IMPROVEMENTS – PHASE II

WHEREAS, the City of Gainesville owns and operates water, wastewater, and stormwater facilities; and

WHEREAS, these facilities need periodic upgrading, maintenance, and replacement; and

WHEREAS, portions of the water, sewer, and stormwater infrastructure in the downtown area are approaching the end of their useful life; and

WHEREAS, the Department of Water Resources (DWR) staff has determined that these facilities should be upgraded or replaced at this time; and

WHEREAS, DWR staff recommends entering into an Agreement for Professional Services for Design and Bidding Services for the Downtown Utilities Improvements – Phase II project with Keck and Wood Inc.; and

WHEREAS, the DWR Capital Improvements Project Fund has sufficient monies for this project.

NOW, THEREFORE, BE IT RESOLVED THAT the governing body for the City of Gainesville hereby authorizes DWR staff to proceed with Design and Bidding Services for the Downtown Utilities Improvements - Phase II for a total cost of \$300,000.00.

BE IT FURTHER RESOLVED THAT the monies shall be paid from the Department of Water Resources Capital Projects Fund.

BE IT FURTHER RESOLVED THAT the governing body for the City of Gainesville hereby authorizes the Mayor, City Manager and/or City Attorney to sign any and all documents that may be necessary to complete this project.

Adopted this ____ day of _____, 2019.

C. Danny Dunagan, Jr., Mayor

This is to certify that I am City Clerk of the City of Gainesville. As such, I keep its official records, including its minutes. In that capacity, my signature below certifies this resolution was adopted as stated and will be recorded in the official minutes.

ATTEST:

Denise O. Jordan, City Clerk

DEPT OF WATER RESOURCES

CAPITAL IMPROVEMENTS PROJECT SUMMARY REQUEST

PROJECT NAME:	DOWNTOWN UTILITIES IMPROVEMENTS - PHASE II		
PROJECT NUMBER:	308.4440.00541000.009.18914.CON.8304	PROJECT DEPARTMENT	
RESOLUTION NUMBER:		LOCATION:	4440.00
PROJECT MANAGER:	James Farmer		
CHECK ONE: NEW PROJECT:	☒	ADDITIONAL FUNDING	

CODE		ACCOUNT NUMBER	AMOUNT REQUEST
SWB - CITY PROVIDED PROJECT MANAGEMENT			
1100	Salaries and Wages	511100.XXX to 511150.XXX	\$40,000.00
1101	Overtime Earnings	511300.XXX to 511350.XXX	
1110	Health and Life Insurance Premiums	512100.000	
1140	Social Security and Medicare Expense	512200.000	
1171	Retirement Contribution - Plan A	512400.001	
	SUBTOTAL		\$40,000.00
PDD - PROJECT DEVELOPMENT & DESIGN			
8101	Project Development	541000.001	
8102	Facility Design/Bidding Service	541000.002	\$225,000.00
8103	Geotechnical	541000.003	\$5,000.00
8104	Laboratory	541000.004	
8105	Survey	541000.005	
8106	Other	541000.011	\$2,000.00
8107	Legal Services	541000.006	\$8,000.00
	SUBTOTAL		\$240,000.00
LAND - LAND/EASEMENT ACQUISITION			
8201	Survey	541100.003	
8202	Legal Services	541100.004	\$5,000.00
8203	Land Agent Services	541100.005	\$5,000.00
8204	Land Purchase	541100.001	\$5,000.00
8205	Easement Acquisition	541100.002	\$5,000.00
	SUBTOTAL		\$20,000.00
CON - CONSTRUCTION			
8301	Construction Admin. Services	541000.007	
8302	Resident Inspection Services	541000.008	
8303	Legal Services	541000.006	
8304	Contracted Construction Cost	541000.009	
8305	City-Furnished Materials	541000.010	
8306	Other	541000.011	
8308	Furnishings and Equipment (Taggable Assets)	531600.002	
	SUBTOTAL		\$0.00
MEQ - MACHINERY AND EQUIPMENT			
2000	Equipment	542000.000	
2200	Vehicles	542200.000	
	SUBTOTAL		\$0.00
INT - INTANGIBLES			

5431	Master Plans & Studies	543000.001	
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5205	Tires	522200.005	
5206	Streets	522200.006	
5207	Sidewalks	522200.007	
5208	Bridges	522200.008	
5209	Stormwater	522200.009	
	SUBTOTAL		\$0.00
	TOTAL		\$300,000.00

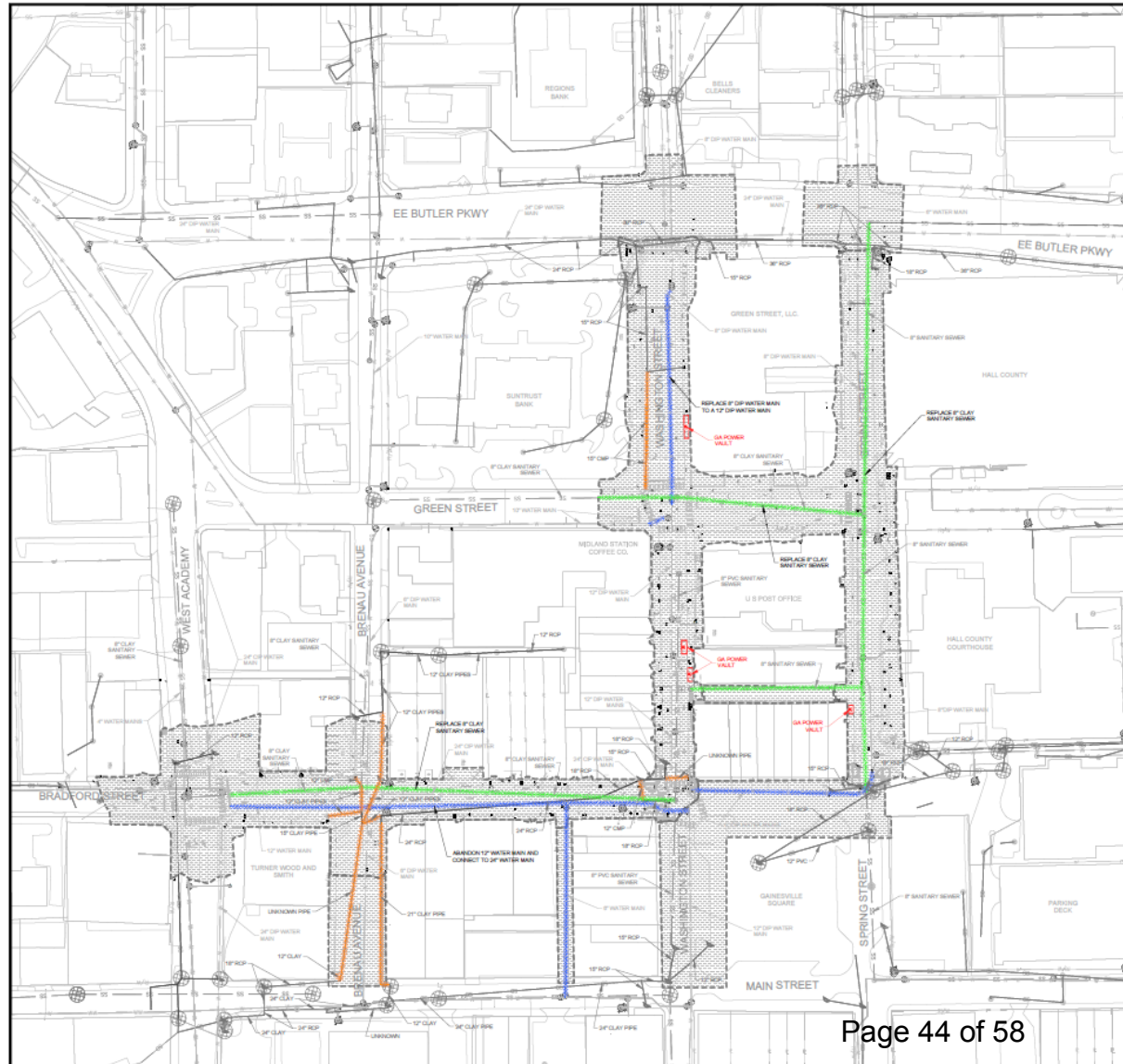


Downtown Utilities Improvement Phase II

Page 43 of 58



Downtown Utilities Improvement Phase II



Award of Design Contract

- Total not-to-exceed
cost = \$300,000



PROJECT AREA



PROPOSED SANITARY SEWER DEMO APPRX 1880.0 LF



PROPOSED WATER DEMO APPRX 1404.0 LF



PROPOSED STORM DEMO APPRX 844.0 LF



DOWNTOWN UTILITIES
IMPROVEMENTS -
PHASE II

UTILITY
REPLACEMENT
EXHIBIT

CITY OF GAINESVILLE

WORKSESSIONREQUEST

Date Submitted: 2/12/2019
Presenter: Angela Sheppard
Item of Business: Resolution: Demolition Program Funding for 905 Grove Street
Meeting Date: 2/14/2019

Purpose of Request:

To authorize funding from Capital Project No. 91030 Demolition Program to reimburse demolition expenditures by TD Dynamic Holdings LLC for the improvement of the property located at 905 Grove Street.

History/Background:

TD Dynamic Holdings purchased 905 Grove Street and has been rehabilitating the property. They demoed dilapidated buildings on the property, interior and exterior finishes of the building and concrete on the property. They have additional work to complete and finalize the rehab of the property.

The City has Capital Project No. 91030 Demolition Program which was established for the demolition and removal of dilapidated structures

Facts & Issues for Consideration:

TD Dynamic Holdings will be reimbursed up to \$37,389 if conditions are met as outlined in the resolution.

Department Recommendation:

Approve the resolution.

Department Director:

Bryan Lackey

If funding is involved, are funds approved within the current budget?

Yes

Amount Requested:

\$37,389

Source of Funds:

Capital Project No. 91030

Finance Comments:

Administrative Comments:

ATTACHMENTS:

Description	Type
☐ Demolition Program Funding for 905 Grove Street	Resolution
☐ 905 Grove Street Renderings	Backup Material
☐ 905 Grove Street Images - Before and After	Powerpoint Presentation
☐ Line-Item Expenditures of Demolition Reimbursement	Backup Material
☐ TD Dynamic Holdings Line-Item Expenditures	Backup Material

RESOLUTION BR-2019 - ____

Demolition Program Funding for 905 Grove Street

WHEREAS, the City of Gainesville is interested in the revitalization of dilapidated areas within the City; and

WHEREAS, to help foster the revitalization of areas, the City created Capital Project No. 91030 entitled "Demolition Program" to help fund the demolition and rehabilitation of properties; and

WHEREAS, TD Dynamic Holdings, LLC purchased the property at 905 Davis Street and demoed dilapidated buildings, finishings and concrete on the property and are rehabilitating the interior and exterior of the property; and

WHEREAS, TD Dynamic Holdings, LLC has requested reimbursement of demolition expenses through the Demolition Program of the City; and

WHEREAS, the City sees this as an opportunity to partner on the revitalization of this property and desires to participate with certain conditions; and

WHEREAS, out of the Demolition Program capital project mentioned above, the City will reimburse TD Dynamic Holdings, LLC \$26,989 for demolition related expenses so long as the following conditions are met:

1. TD Dynamic Holdings, LLC shall agree to a City-initiated rezoning of 905 Grove Street from Heavy Industrial (H-I) to General-Business (G-B), with all conditions of development contained within this Resolution being included as conditions of rezoning.
2. TD Dynamic Holdings, LLC shall agree to relocate the parking lot for 905 Grove Street to the side of the building with access off Abby Place only.
3. TD Dynamic Holdings, LLC shall agree to construct a sidewalk on Grove Street that meets City standards.

WHEREAS, additional funding in the amount of \$10,400 will be paid to TD Dynamic Holdings, LLC from the Demolition Program if the following additional conditions to improve the property are met, which include:

1. TD Dynamic Holdings, LLC shall install landscaping, which landscaping plan shall be subject to the approval prior to installation of the City Community Development Director.
2. Meet architectural standards and Midtown Overlay Zone standards as adopted in the ULDC and obtain approval of front elevation from the Community Development Director.
3. Meet all the requirements to receive a Certificate of Completion on the property or TD Dynamic Holdings, LLC shall provide an executed lease agreement with a tenant providing for details and specifications of the completion of renovations and building on the property by August 1, 2019.

NOW, THEREFORE, BE IT RESOLVED THAT the governing body hereby authorizes the payment of up to \$37,389 if the conditions outlined above are met from the Demolition Program Capital Project No. 91030 and authorizes the City Manager, City Attorney and Chief Financial Officer to execute all necessary documents to effectuate the agreement.

RESOLUTION BR-2019 - ____

Demolition Program Funding for 905 Grove Street

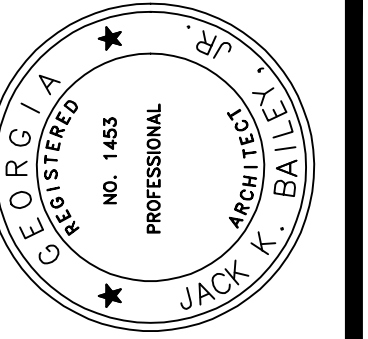
Adopted this ____ day of _____, 2019.

C. Danny Dunagan, Jr., Mayor

This is to certify that I am City Clerk of the City of Gainesville. As such, I keep its official records, including its minutes. In that capacity, my signature below certifies this resolution was adopted as stated and will be recorded in the official minutes.

ATTEST:

Denise O. Jordan, City Clerk



Architects
Gainesville
Georgia 30501
770 534 0612

Bailey Associates

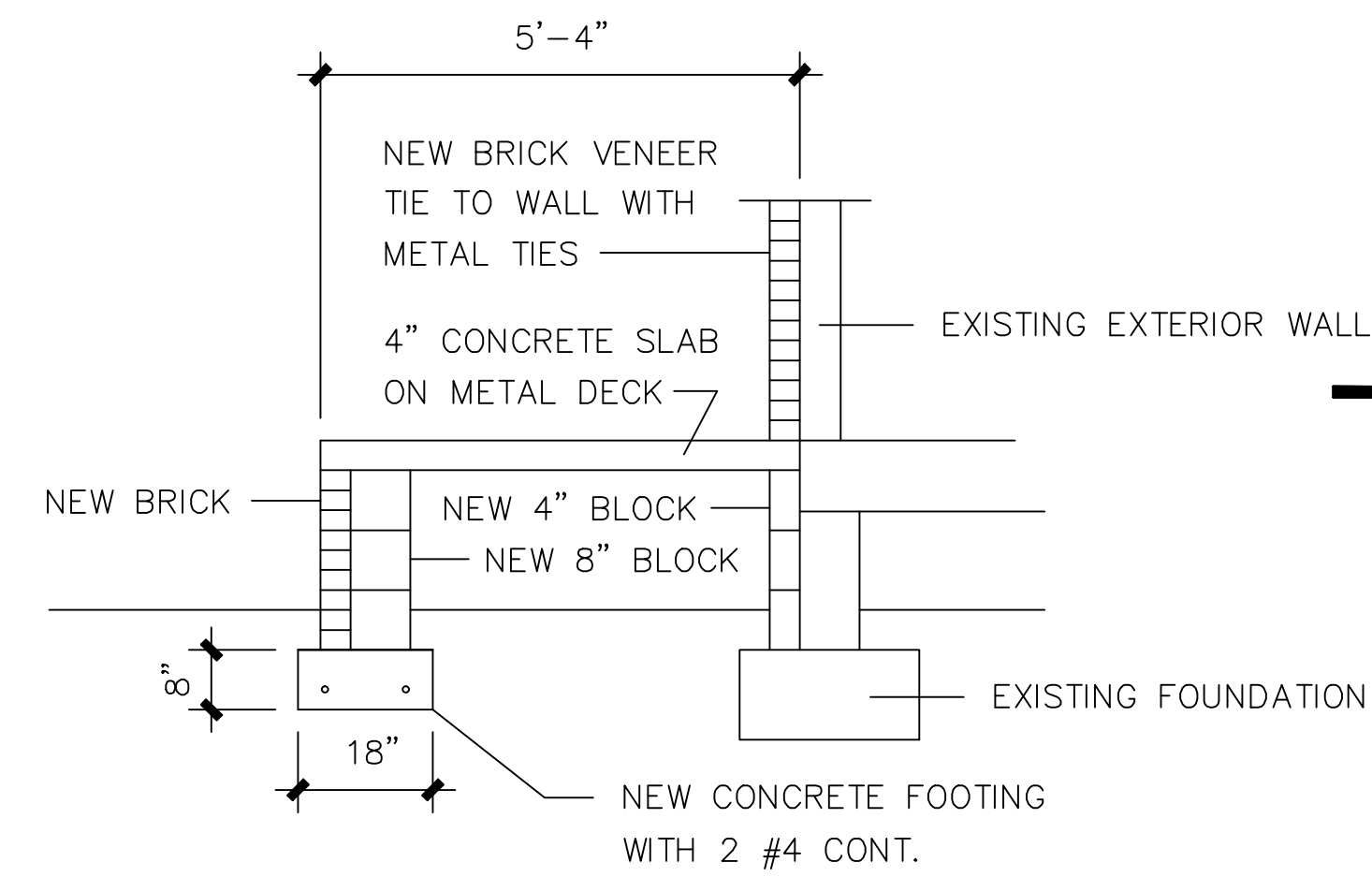
905 GROVE STREET
GAINESVILLE, GEORGIA

Project No 17056
Drawn By JKB
Checked By
Date APR. 16, 2018
Revisions

MAY 22, 2018
FEB. 4, 2019

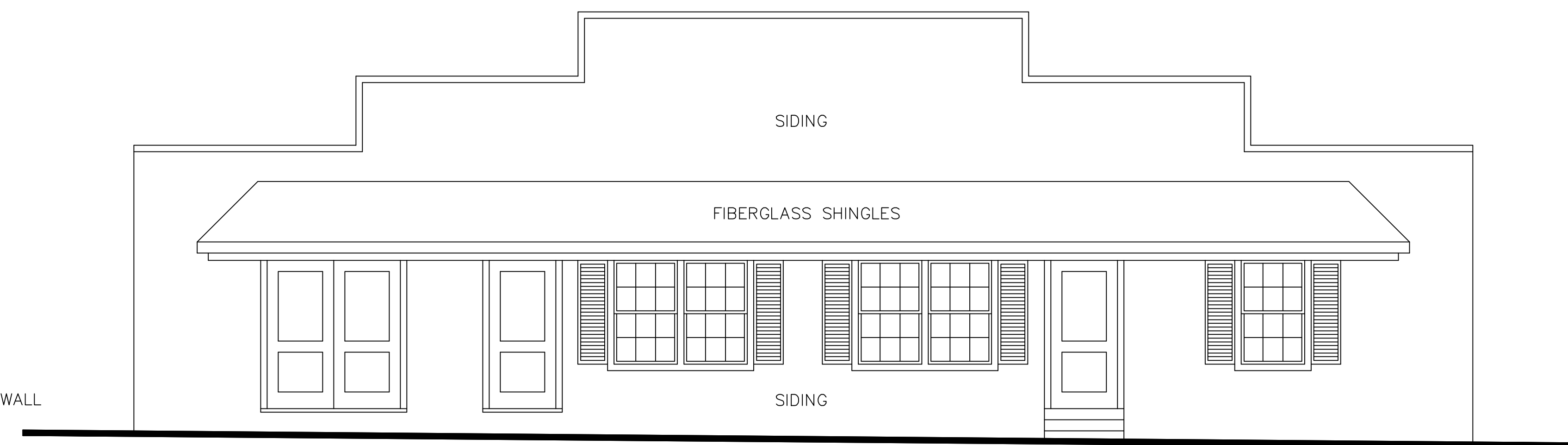
A3

OF 3



SECTION THROUGH
NEW PORCH

1/2" = 1'-0"



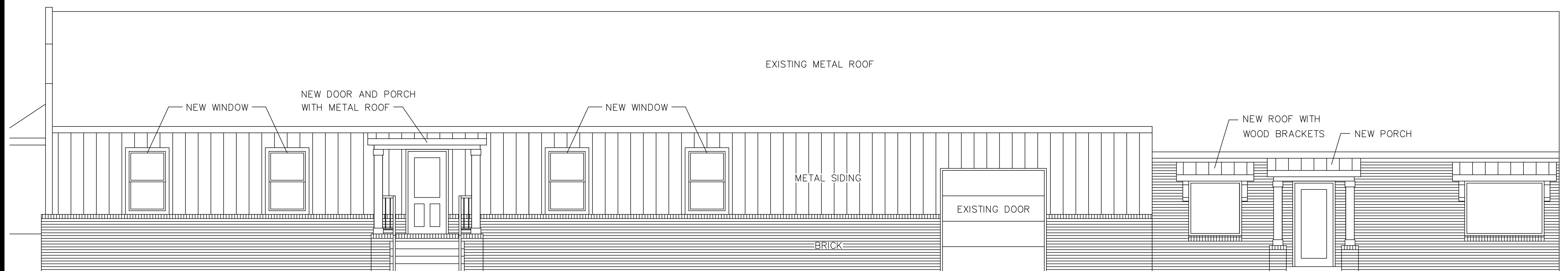
EXISTING GROVE STREET ELEVATION

1/4" = 1'-0"



PROPOSED GROVE STREET ELEVATION

1/4" = 1'-0"



PROPOSED ABBY PLACE ELEVATION

1/4" = 1'-0"

905 Grove Street

Before



After



905 Grove Street

Before

After



Environmental/Hazardous Waste Remediation

American Pit Service	\$	1,462.50		
Ted Quinn Painting	\$	12,500.00		
			\$	13,962.50

Dumpster Rental

North Georgia Roll-Off Container	\$	1,230.60		
North Georgia Roll-Off Container	\$	2,920.00		
ASG Roll-Offs	\$	275.00		
			\$	4,425.60

Landfill Fees

Hall County Landfill	\$	45.20		
Hall County Landfill	\$	23.60		
Hall County Landfill	\$	38.40		
Hall County Landfill	\$	30.00		
Hall County Landfill	\$	16.00		
Hall County Landfill	\$	12.50		
Hall County Landfill	\$	18.50		
Crystal Creek	\$	45.00		
			\$	229.20

Equipment Rental

M&R Rental	\$	2,329.02		
M&R Rental	\$	443.78		
M&R Rental	\$	93.52		
M&R Rental	\$	51.07		
			\$	2,917.39

Labor/Contractor Expenses

Robbie Dunahoo (RDI)	\$	2,300.00		
Robbie Dunahoo (RDI)	\$	1,440.00		
Ted Quinn Painting	\$	1,715.00		
			\$	5,455.00

Total Expenditures	\$	26,989.69	\$	<u>26,989.69</u>
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Future Expenditures

Parking Lot Site Preparation	\$	2,800.00	
Stormwater Remediation	\$	7,600.00	
		<u>\$</u>	10,400.00
		 \$	 37,389.69

Demo Costs
Grove Street

<u>VENDOR</u>	<u>Phone</u>	<u>Address</u>	<u>Date of Service</u>	<u>Invoice Number</u>	<u>LABOR DESCRIPTION</u>	<u>INVOICE AMT</u>
American Pit Service		256 Beartooth Pkwy. Dawsonville, Ga. 30534	4/10/2018	2238	underground Pit pumping	\$1,462.50 ✓
ASG Roll Offs	770-534-5360	2820 Barrett Road; Gainesville, GA 30507	10/11/2018	Invoice #14170	C/D 20YD Roll Off #03452 Delivery	\$275.00 ✓
Bailey Associates Architects		PO Box #3392; Gainesville, GA 30503	7/27/2018		Architectural Fee & City plan review Fee	\$1,669.92 ✓
Crystal Creek Inert Landfill	770-534-5214	2393 Monroe Drive; Gainesville, GA 30507	10/3/2018	invoice #26174	garbage/brush dropoff	\$45.00 ✓
Davis Engineering/Surveying	706-864-0012	81 Crown Mountain Place, A400, Dahlonega, Ga. 30533 PO Box 2522; Gainesville, GA 30503	2/21/2018	Invoice#3750	Topographic survey 905 grove street	\$200.00 ✓
Empire Pest Control	770-536-2654	1700 Oakbrook Dr; Gainesville, GA 30507	10/8/2018	oice #141717 Account #5191	On Call pest control	\$80.00
Hall County Landfill	770-531-6950	1700 Oakbrook Dr; Gainesville, GA 30507	8/28/2018	CC#000054/ticket #607754	garbage dropoff	\$45.20 ✓
Hall County Landfill	770-531-6950	1700 Oakbrook Dr; Gainesville, GA 30507	8/28/2018	CC#000052/ticket #606707	garbage dropoff	\$23.60 ✓
Hall County Landfill	770-531-6950	1700 Oakbrook Dr; Gainesville, GA 30507	10/2/2018	CC#000040/ticket #614148	garbage dropoff	\$38.40 ✓
Hall County Landfill	770-531-6950	1700 Oakbrook Dr; Gainesville, GA 30507	10/10/2018	CC#000047/ticket #615726	garbage dropoff	\$30.00 ✓
Hall County Landfill	770-531-6950	1700 Oakbrook Dr; Gainesville, GA 30507	3/14/2018	ticket #574801	garbage dropoff	\$16.00 ✓
Hall County Landfill	770-531-6950	1700 Oakbrook Dr; Gainesville, GA 30507	3/25/2018	ticket #588718	garbage dropoff	\$12.50 ✓
Hall County Landfill	770-531-6950	1700 Oakbrook Dr; Gainesville, GA 30507	6/11/2018	ticket #591985	garbage dropoff	\$18.50 ✓
Lowe's	770-532-1926	1514 Skelton Rd; Gainesville, GA 30504	1/30/2018	transaction #6336437	tyvek wrap building 1	\$74.58
Lowe's	770-532-1926	1514 Skelton Rd; Gainesville, GA 30504	10/11/2018	transaction #18348147	tyvek wrap building 2	\$82.35
M&R Rental	770-532-3331	128 Enota Ave; Gainesville, GA 30501	2/2/2018	!5725, 25567, 26134, 25567A	Equipment Rentals	\$2,329.02 ✓
M&R Rental	770-532-3331	128 Enota Ave; Gainesville, GA 30501	9/20/2018	invoice #31473	Equipment Rentals: JohnDeere & 13"Bucket; Diesel	\$443.78 ✓
M&R Rental	770-532-3331	128 Enota Ave; Gainesville, GA 30501	9/20/2018	invoice #31552	Equipment Rentals: 14" Floor Saw and Diamond Blade	\$93.52 ✓
M&R Rental	770-532-3331	128 Enota Ave; Gainesville, GA 30501	10/9/2018	invoice #32042	Equipment Rentals: DeWalt chipping hammer	\$51.07 ✓
North GA Roll-Off Container	770-983-1200	PO Box 650; Clermont, GA 30527	1/23/2018	023, 6108, 593	3 (30yds) containers; plus overweight fee	\$1,230.60 ✓
North GA Roll-Off Container	770-983-1200	PO Box 650; Clermont, GA 30527	1/4/2018	Roll off Container Service	8 loads @ \$365ea	\$2,920.00 ✓
Robbie Dunahoo (RDI)			9/7/2018		tear out concrete & smooth dirt	\$2,300.00 ✓
Robbie Dunahoo (RDI)			9/23/2018	handwritten invoice	labor charges (32 hours)	\$1,440.00 ✓
Ted Quinn Painting	678-908-6496	4417 Tall Hickory Trail; Gainesville, GA 30506	3/17-12/08/17	PO #1001	Remove all Electrical; 3 laborers	\$3,090.00
Ted Quinn Painting	678-908-6496	4417 Tall Hickory Trail; Gainesville, GA 30506	2/22/2018		Equipment Material Labor-Asbestos Removal-905 Grove St.	\$12,500.00 ✓
Ted Quinn Painting	678-908-6496	4417 Tall Hickory Trail; Gainesville, GA 30506	2/22-17-2/2/18	PO #1004	Structure removal: 901 Grove St; 3 laborers	\$1,715.00 ✓
Ted Quinn Painting	678-908-6496	4417 Tall Hickory Trail; Gainesville, GA 30506	8/17-12/15/17	PO #1002	Interior demo; 3 laborers	\$1,950.00
Ted Quinn Painting	678-908-6496	4417 Tall Hickory Trail; Gainesville, GA 30506	5/17-12/22/17	PO #1003	Interior demo; 6 laborers	\$1,525.00
Ted Quinn Painting	678-908-6496	4417 Tall Hickory Trail; Gainesville, GA 30506	7/18-3/16/18	PO #1005	Carpentry/Painting; 6 laborers	\$2,400.00
						\$38,061.54

CITY OF GAINESVILLE

WORKSESSIONREQUEST

Date Submitted: 2/5/2019
Presenter: Danny Dunagan
Item of Business: Appointment(s): Building Board of Appeals
Meeting Date: 2/14/2019

Purpose of Request:

The purpose of this request is to address the expiring term position held by Larry Merritt.

History/Background:

BBA members serve five-year terms. The Board follows the guidelines of the International Building Code in addition to the City Charter and Code of Ordinances.

Facts & Issues for Consideration:

The qualifications for BBA members are defined in the International Building Code.

Larry Merritt has confirmed his willingness to serve another term.

Department Recommendation:

To consider the nomination as submitted by the Mayor.

Department Director:

Danny Dunagan

If funding is involved, are funds approved within the current budget?

N/A

Amount Requested:

Source of Funds:

Finance Comments:

Administrative Comments:

ATTACHMENTS:

Description	Type
 BBA Members	Backup Material

BUILDING BOARD OF APPEALS

POST	LAST NAME	FIRST NAME	APPOINTED	REAPPOINTED	EXPIRES
Structural Engineer	Smith	David	10/5/2004	10/21/2008 3/4/2014	3/4/2019
Architect - Alternate	Bachman	Dick	10/5/2004	9/6/2011 10/18/2016	10/18/2021
Architect - Alternate	Tipton	James	10/18/2016		10/18/2021
Plumbing/Fire Safety	Merritt	Larry	10/5/2004	5/20/2008 3/4/2014	3/4/2019
Architect	Tesmer	Tracy	10/18/2016		10/18/2021
Mechanical	Davis	Vincent	11/6/2018 UE		10/3/2022
Electrical	Caldwell	Daniel	9/6/2011	10/18/2016	10/18/2021
Ex-Officio	Davidson	Joe			

TERM: Five year terms

CONTACT: Joe Davidson, Inspection Services Manager

Appointments to be made by profession in accordance with the International Building Code.

NOTES: This Board replaces the Housing Board of Adjustment and Appeals.

This Board eliminates the Electrical, Heating & Air and Plumbing Boards.

UPDATED: Wednesday, January 30, 2019

CITY OF GAINESVILLE

WORKSESSIONREQUEST

Date Submitted: 2/5/2019
Presenter: Danny Dunagan
Item of Business: Appointment(s): Housing Authority
Meeting Date: 2/14/2019

Purpose of Request:

The purpose of this request is to address the upcoming expiring term for the position held by Darryl Smallwood.

History/Background:

The Housing Authority follows the guidelines within Georgia Code (Section 8-3-50) as well as the City Charter and the City Code of Ordinances. Appointees serve a five-year term.

Facts & Issues for Consideration:

Darryl Smallwood has confirmed his willingness to serve another term.

Department Recommendation:

To consider the nomination as submitted by the Mayor.

Department Director:

If funding is involved, are funds approved within the current budget?

Amount Requested: **Source of Funds:**

Finance Comments:

Administrative Comments:

ATTACHMENTS:

Description	Type
☐ Housing Authority Members	Backup Material
☐ HA Attendance Report	Backup Material

HOUSING AUTHORITY

POST	LAST NAME	FIRST NAME	APPOINTED	REAPPOINTED	EXPIRES
Commissioner	Thompson	Faron	8/16/2011 UE	8/18/2015	8/18/2020
Commissioner	Cochran	Broughton	2/16/2010	5/5/2015	5/5/2020
Commissioner	Smallwood	Darryl	10/1/1997	8/20/2002 9/2/2008 3/4/2014	3/4/2019
Resident Commissioner	Brown	Mary	8/16/2011	9/6/2016	9/6/2021
Commissioner	Figueras	Myrtle	1/19/2016 UE	1/22/2019	2/4/2024
Ex-Officio	Wangemann	George	1/9/2018	1/8/2019	1/7/2020

TERM: Five year terms

CONTACT: Beth Brown, Executive Director
Housing Authority
P.O. Box 653
Gainesville, GA 30503
770-536-1294
bbrown@gainesvillehousing.org
www.gainesvillehousing.org

UPDATED: 1/23/2019 ag

HOUSING AUTHORITY ATTENDANCE REPORT

MEETING			BOARD MEMBER				
	DATE	TYPE	NAME	NAME	NAME	NAME	NAME
1			Cochran	Thompson	Smallwood	Brown	Figueras
2	1/18/2017	R	1	1	1	1	1
3	2/15/2017	Cancelled					
4	3/15/2017	R	1	1	1	1	1
5	4/19/2017	R	1	1	1	1	1
6	5/17/2017	R	1	1	1	1	1
7	6/21/2017	R	1	1	1	1	1
8	7/19/2017	R	0	1	0	1	1
9	8/16/2017	Cancelled					
10	9/20/2017	R	1	0	1	1	1
11	10/18/2017	R	1	0	1	1	1
12	11/15/2017	R	0	1	0	1	1
13	12/20/2017	R	1	1	1	1	1
14	1/17/2018	Cancelled					
15	2/21/2018	R	1	1	1	1	1
16	3/21/2018	Cancelled					
17	4/18/2018	R	1	0	1	1	1
18	5/16/2018	R	0	1	1	0	1
19	6/20/2018	Cancelled					
20	7/18/2018	R	1	1	0	1	1
21	8/15/2018	R	1	1	1	0	1
22	9/21/2018	R	1	1	0	1	1
23	10/17/2018	R	1	0	1	0	1
24	11/21/2018	R	1	1	1	0	1
25	12/19/2018	Cancelled					
26	1/16/2019	R	1	0	1	1	1
27	2/20/2019	Cancelled					
28							
29							
30							
	TOTAL	19	16	14	15	15	19
	ATTENDANCE %		84%	74%	80%	80%	100%

TYPE MEETING:

R = Regular Scheduled Meeting

C = Called Meeting

ATTENDANCE:

0 = Absent

1 = Attended

NOTES:

Submitted By: Beth Brown

Date: 2/4/2019

Recording Secretary