



**CARTERSVILLE
CITY COUNCIL MEETING**
Council Chambers, Third Floor of City Hall
Thursday, February 15, 2024 at 7:00 PM

AGENDA

COUNCILPERSONS:

Matt Santini – Mayor
Calvin Cooley – Mayor Pro Tem
Gary Fox
Kari Hodge
Cary Roth
Jayce Stepp
Alyssa Cordell

CITY MANAGER:

Dan Porta

CITY ATTORNEY:

Keith Lovell

CITY CLERK:

Julia Drake

Work Session - 6:00 PM

Regular Meeting - 7:00 PM

OPENING OF MEETING

Invocation

Pledge of Allegiance

Roll Call

COUNCIL MEETING MINUTES

1. February 1, 2024, Council Meeting Minutes

RESOLUTION

2. Authorize Agent for Opioid Litigation in General & Endo Ballot Form

BID AWARD/PURCHASES

3. Purchase Scott Epic 3 Voice Amps

4. HVAC System Repair

5. Odorant Purchase

6. Plotter Replacement

7. Grassdale Road Water Main Bid Award

8. Guardrail repair (330 N. Erwin Street)

9. SpryPoint Customer Portal Cogsdale Integration Document

OTHER

10. Mayor and City Council 2024 Visioning Goals

MONTHLY FINANCIAL STATEMENT

11. December 2023 Financial Report

ADJOURNMENT

Persons with disabilities needing assistance to participate in any of these proceedings should contact the human resources office, ADA coordinator, 48 hours in advance of the meeting at 770-387-5616.

P.O Box 1390 – 10 N. Public Square – Cartersville, Georgia 30120
Telephone: 770-387-5616 – Fax 770-386-5841 – www.cityofcartersville.org



CITY COUNCIL ITEM SUMMARY

MEETING DATE:	February 15, 2024
SUBCATEGORY:	Council Minutes
DEPARTMENT NAME:	Planning and Development
AGENDA ITEM TITLE:	February 1, 2024, Council Meeting Minutes
DEPARTMENT SUMMARY RECOMMENDATION:	The Council Minutes from February 1, 2024, have been uploaded for your review and approval.
LEGAL:	NA

City Council Meeting
City Hall – Council Chambers
February 1, 2024
6:00 P.M. – Work Session
7:00 P.M. – Council Meeting

WORK SESSION

Mayor Matthew Santini opened Work Session at 6:03 P.M. Council Members discussed each item from the agenda with corresponding Staff Members.

Mayor Santini closed Work Session at 6:36 P.M.

OPENING MEETING

Mayor Santini called the Council Meeting to order at 7:00 P.M.

Invocation by Council Member Roth.

Pledge of Allegiance led by Fox.

The City Council met in Regular Session with Matthew Santini, Mayor, presiding, and the following present: Kari Hodge, Council Member Ward One; Cary Roth, Council Member Ward Three; Calvin Cooley, Council Member Ward Four; Gary Fox, Council Member Ward Five; Alyssa Cordell, Council Member Ward Six; Dan Porta, City Manager; Julia Drake, City Clerk; and Keith Lovell, City Attorney.

Via phone: Jayce Stepp, Council Member Ward Two

REGULAR AGENDA

COUNCIL MEETING MINUTES

1. January 18, 2024, Council Meeting Minutes

Council Member Cooley made a motion to approve the January 18, 2024, Council Meeting Minutes. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 6-0

Council Member Hodge made a motion to add six (6) items to the agenda. Council Member Cooley seconded the motion. Motion carried unanimously. Vote: 6-0

APPOINTMENTS

2. Board of Zoning Appeals

Randy Mannino, Planning and Development Director stated Jacqueline Hendricks will be replacing Malcom Cooley on the Board of Zoning Appeals, her term will expire on June 1, 2027.

Council Member Fox made a motion to approve the Board of Zoning Appeals Appointment. Council Member Roth seconded the motion. Vote: 6-0

3. Z23-06: Rezoning Application Center Road Townhomes

Mr. Mannino stated this request is for the rezoning of approx. 103.85 acres from R-20 (Single Family Residential) to RA-12 (Residential Attached) for the development of approximately 199 Townhouse units on Center Rd adjacent to I-75. The Planning Commission recommends denial, 4-0.

Staff does not oppose the rezoning and recommends the following conditions if the zoning is approved:

- 1) No more than 199 lots/units shall be built in Etowah Preserve Phase 2 as presented in this application and on the concept plan.
- 2) No development or Finished Floor Elevation (FFE) is to occur above the 1050 ft elevation without the review and approval of the Water Department.
- 3) A 50ft. buffer must be provided between the development and the Proposed Center Road Re-alignment.
- 4) A 50ft. buffer must be provided between the development and the Right-of-Way for Interstate 75.
- 5) Developer to provide necessary easements for a natural gas line extension on the property from Center Rd to Hwy 20.
- 6) As referenced in the letter from Commissioner Steve Taylor, the owner/developer is required to leave in place the unnamed county service road on property identified as Tax Parcel C108-0001-001 and access to Center Road from adjoining properties, identified as Tax Parcel ID Nos. 00780172-001 and 0078-0101-001, or to provide an alternative solution for access to Center Road for said adjoining properties.
- 7) Incorporate the A&R Engineering, Inc traffic study recommendations dated April 20, 2023 into the approved site plans.

Mayor Santini opened the public hearing.

Karl Lutjens, 114 Old Mill Rd., came forward to represent the applicant and stated there had been no opposition from the public.

Robert Walker, 15 S. Public Square, came forward to represent Tilley Properties and stated they were in favor of the application.

With no one else to come forward, the public hearing was closed.

Council Member Cordell made a motion to approve Z23-06 with the conditions set forth by staff members. Council Member Hodge seconded the motion. Motion carried. Vote: 5-1 with Council Member Roth in opposition of the approval.

Reference Ordinance # 02-24

4. Z24-01: 109/111 Douglas Street

Mr. Mannino stated the applicant requests a change in zoning from P-S (Professional Services) to M-U (Multiple Use) for approximately 0.5 acres located at 109 & 111 Douglas St. in Land Lot 410 of the 4th District, 3rd Section. Tax ID No. C004-0011-009. The applicant proposes the

rezoning to allow a landscape company to operate and have outdoor storage c
A Special Use permit, SU24-01, is also to be reviewed per the M-U ordinance requirements.

Staff does not oppose the rezoning. The Planning Commission recommended approval 3-0.

Mayor Santini opened the public hearing.

Billy Jones, 478 Mission Road, owner of Appalachian Landscape, came forward to represent the application. Continuing, he stated upon approval, it would be his business that would be occupying the property and planned to landscape the area to ensure that the aesthetics of the lot would be pleasing to the neighborhood and community.

With no one else to come forward, the public hearing was closed.

Council Member Roth inquired from Mr. Mannino if rezoned to M-U, what are the possibilities of future developments. Mr. Mannino stated the options are far more extensive, including multi-family residential. Council Member Roth stated this is a major concern for the future of this area.

Council Member Roth made a motion to deny Z24-01: 109/111 Douglas Street. Council Member Hodge seconded the motion. Motion carried. Vote: 5-1 with Council Member Stepp in opposition of the denial.

5. SU24-01: 109 Douglas St.

Due to Z24-01 being denied, this case is obsolete and was deleted from the agenda.

6. T24-01: Heavy Industrial

Mr. Mannino stated this is a text amendment to Chapter 26, Zoning, Article X, Industrial district Regulations, Section 10.2, Heavy Industrial District, to add “Automotive storage yards and wrecker service” as a permitted use in Sec. 10.2.2 (A).

This use is allowed in the Light Industrial zoning district, but not in Heavy Industrial. Staff is not opposed to the amendment. The Planning Commission recommended approval 4-0.

Mayor Santini opened the public hearing.

Leah Harper, H & H Realty, 107 Stoker Rd., came forward to speak in favor of this application.

With no one else to come forward to speak for or against the application, the public hearing was closed.

Council Member Fox made a motion to approve T24-01. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 6-0

Reference Ordinance # 04-24

RESOLUTIONS

7. Annual Adoption of CIE/CWP

Mr. Mannino stated Cartersville adopted Impact Fees in the last quarter became effective starting in January of 2007. In accordance with the Development Impact Fee Regulations as outlined by the State, we are required to file an annual update to the Capital Improvements Element (CIE) of the Comprehensive Plan because we collect said impact fees and/or have an adopted impact fee ordinance. As you are aware, we held the required public hearing for the updated information on December 21, 2023, and Council also approved a resolution allowing this item to be transmitted to the Northwest Georgia Regional Commission (NWGRC) and the Department of Community Affairs (DCA) for their review and approval. They have approved the document, and we are required to formally adopt it. Staff recommends approval of this resolution.

Council Member Fox made a motion to approve the Annual Adoption of CIE/CWP. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 6-0

Reference Resolution # 04-24

CONTRACTS/AGREEMENTS

8. CivicPlus Agreement

Julia Drake, City Clerk, stated this is an updated agreement with CivicPlus that will restructure the billing schedule for Municode Codification of approved ordinances. Approval was recommended.

Council Member Fox made a motion to approve the CivicPlus Agreement. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 6-0

Council Member Stepp left the meeting (call disconnected) at 7:20PM.

9. Development of 10-year Master Plan for Parks and Recreation

Steve Roberts, Parks and Recreation Director, stated Cartersville Parks and Recreation Department is seeking approval for CPL Architecture, Engineering and Planning to develop a 10-year Master Plan. Parks and Rec released the RFQ on January 10, 2024, and reviewed the packages on January 23, 2024.

The objective of the Parks and Recreation Master Plan is to express the community’s objectives, needs and priorities for leisure space, programs, services, and facilities. This plan will act as a guide for local policy formulation, decisions and discussion-making process for future Parks and Recreation Department green space and programs, to meet the needs of the residents of Cartersville. The scope of work is attached.

We received three proposals in total. AEI based out of Acworth, Georgia for \$120,000.00. Brandsetter Carroll INC based out of Lexington, Kentucky for \$129,500.00, and CPL Architecture, Engineering and Planning based out of Woodstock, Georgia for \$117,950.00.

After evaluating the proposals, the Parks and Recreation Director recommends using CPL to develop the 10-Year Master Plan. This request was not budgeted, but funds are available in the General Fund.

Council Member Cooley made a motion to approve the Development of for Parks and Recreation. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 5-0

10. GDOT Transition Plan Design Services

Dan Porta, City Manager, stated approximately every 10 years, Georgia DOT requires the city to update our plans for handicap accessibility for city facilities that may be lacking, and I am requesting approval to hire Croft at a cost of \$14,800.00 to provide consulting services to assist the city in responding to GDOT. This was not a budgeted item, but funds are available for this consulting work.

Council Member Fox made a motion to approve the GDOT Transition Plan Design Services. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 5-0

11. GA Power Encroachment Agreement

Keith Lovell, City Attorney, stated this is the Encroachment Agreement between the City and Georgia Power. This encroachment agreement is necessary for the Water Department's project within Georgia Power's right of way. This agreement has been reviewed and approved by the City Attorney's office and it is recommended for Council's approval.

Council Member Hodge made a motion to approve the GA Power Encroachment Agreement. Council Member Cooley seconded the motion. Motion carried unanimously. Vote: 5-0

SECOND READING OF ORDINANCES

12. Water and Sewer Capacity Fee Update

Sidney Forsyth, Water Department Director, stated on May 25, 2000, the City adopted a water and sewer capacity fee ordinance in addition to its normal rates for water and sewer service. The water and sewer capacity fees are deposited into a dedicated City account to fund the expansion and extension of the City's water, wastewater, and sewer facilities and/or capacity.

Since the initial ordinance adoption, these capacity fees have not been amended. The City contracted with Hazen & Sawyer to study and update these fees. The resulting recommendations are reflected in this ordinance update. The fee changes reflect the actual cost of capacity expansion and extension of City water and sewer facilities and treatment. The increase in this one-time fee, based on a single-family home inside the city, with 3/4" meter service will increase by \$160.00 for water and \$170.00 for sewer.

Fees for services with meters 4" and larger will be based on an equivalent residential unit (ERU) cost per gallon of capacity requested. Since the first reading, the "Sewer – Outside City" fee column has been adjusted to correct an error in the calculation, reflecting an increase in the fees for meters 2" and smaller. Additionally, the "Water – City" fees for 1", 1.5", and 2" meters have been adjusted by \$1.00 to reflect the final recommendation from Hazen.

Mayor Santini opened the public hearing. With no one to come forward to speak for or against the update, the public hearing was closed.

Mr. Porta stated for the record that this update is needed every five (5) years, and the City of Cartersville has not had an update in 23 1/2 years.

Council Member Hodge made a motion to approve the Water and Sewer as amended. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 5-0

Reference Ordinance # 01-24

RESOLUTIONS

13. Water Department Administrative Building Name

Mr. Forsyth stated the new Water Department Administrative Complex is scheduled for completion in June 2024. The Water Department and City Administrative Staff believe it is proper to name the building Robert S. “Bob” Jones in his honor. During his tenure as Director, many important water and sewer improvement projects were completed, but his life on Earth was cut too short to see this facility, which was always on his mind and close to his heart, constructed.

As Bob’s former Assistant, constant admirer, and forever friend, Mr. Forsyth wholeheartedly recommended this resolution for your approval.

Mr. Porta stated this is a great way to honor our former Water Department Director, Bob Jones, who was taken far too soon.

Mayor Santini stated this is well deserved.

Council Member Cooley shared a fond memory of the late Bob Jones.

Council Member Cooley made a motion to approve the Water Department Administrative Building Name. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 5-0

Reference Resolution # 05-24

BID AWARD/PURCHASES

14. ArcGIS Enterprise

Steven Grier, FiberCom Department Director, stated this item is the purchase of ArcGIS enterprise software. This software application is used for creating, managing, and analyzing geographic data for all city departments. The total amount is \$39,700.00 from ESRI. This is not a budgeted item but will be funded with the 2020 SPLOST. Approval was recommended.

Council Member Roth made a motion to approve the ArcGIS Enterprise purchase. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 5-0

15. Duo MFA Support Renewal

Mr. Grier stated FiberCom is requesting approval to pay \$11,039.00 to CDWG for annual support of our Cisco 2 factor authentication system. This system is used on all city computers and servers for added login security. This is a budgeted item, and it is recommended for your approval.

Council Member Roth made a motion to approve the Duo MFA Support Renewal. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 5-0

16. General Municipal Election Invoice

Mrs. Drake stated Bartow County Elections has submitted their invoice for the services provided at the November 7, 2023, Municipal Elections in the amount of \$14,364.74. This is budgeted and was recommended for approval.

Council Member Cooley made a motion to approve the General Municipal Election Invoice. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 5-0

17. 2S Stratus IQ Electric Meter Purchase

Derek Hampton, Electric Department Director, stated the Electric System is requesting authorization to purchase (224) Form 2S meters for stock. These are the standard Sensus meters from Equipment Controls Company Inc. that were selected for use in conjunction with the ongoing AMI project. These meters will be used at various new residential or small commercial developments.

The total price for the (224) units is \$40,053.44. This budgeted expense was recommended for approval.

Council Member Cooley made a motion to approve the 2S Stratus IQ Electric Meter Purchase. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 5-0

ADDED ITEM (1)

18. Purchase of 500kVA, 300kVA and 150kVA Transformers

Mr. Hampton stated that the Electric Department needs to purchase three transformers. The first is a 300kVA/480-277V transformer needed to provide service to a new customer. The remaining two transformers are a 150kVA and a 500kVA, 208-volt transformer for stock. We received at least three bids on each and deemed the bids from Gresco to be the best bid based on price, delivery time, and positive past experiences with that brand of transformer. We are requesting authorization to purchase the three units from Gresco for a total of \$70,961. This is a budgeted expense.

Council Member Roth made a motion to approve the purchase of 500kVA, 300 kVA and 150kVA transformers. Council Member Hodge seconded the motion. Motion carried unanimously. Vote: 5-0

19. Fourth Quarter 2023 Motorola Radio Invoice

Freddy Morgan, Assistant City Manager, stated Bartow County has submitted the fourth quarter 2023 invoice for the Motorola radio system that is used by our Police, Fire, FiberCom, Gas, Electric, Public Works and Recreation Departments. This is a budgeted item and approval was requested to pay this invoice in the amount of \$37,150.83.

Council Member Roth made a motion to approve the Fourth Quarter 2023 Motorola Radio Invoice. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 5-0

CONTRACTS/AGREEMENTS

20. Fire Station #5 Guaranteed Maximum Price (GMP) from Reeves Young

Mr. Morgan stated this is the GMP provided by Reeves Young for Fire Station #5 seeking approval of the \$7,413,153.00 GMP plus additional cost incurred for items outside of Reeves Young’s scope of \$787,127.41 for a total ask of \$8,200,280.41 to be paid from the General Fund.

Council Member Hodge made a motion to approve the Fire Station #5 GMP from Reeves Young. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 5-0

RESOLUTIONS

21. Mission Road Sidewalk TAP Grant Application

Wade Wilson, Public Works Department Director, stated Leadership within the City of Cartersville has expressed an interest in providing pedestrian and/or connectivity along W. Cherokee Avenue/Mission Road from where the existing sidewalk along W. Cherokee Avenue ends at Charles Street to the existing sidewalk approximately 660 feet west of Duncan Drive in two phases.

Phase 1 of the sidewalk expansion extends the sidewalk from Charles Street to existing sidewalk near Stately Oaks Drive and will require significant preliminary engineering (PE) work to be done before construction can occur since Phase 1 requires a bridge to be replaced, a pedestrian crossing at the railroad tracks, and significant grading and drainage work to be done in flood plain areas. It is estimated that the preliminary engineering associated with Phase 1 could be approximately \$1,400,000.00.

Permission is sought for the mayor to sign all related TAP (Transportation Alternatives Program) Grant application documents necessary for the February 9, 2024, grant submittal to request 80% funding for the needed preliminary engineering work to be done for Phase 1. The 20% match amount from the City of Cartersville is estimated to be around \$280,000.00. If the grant application is approved, an engineer will be selected based on the required procurement process for federally funded projects.

Council Member Fox made a motion to approve the Mission Road Sidewalk TAP Grant Application. Council Member Roth seconded the motion. Motion carried. Vote: 4-1 with Council Member Hodge in opposition of the approval.

Reference Resolution # 06-24

BID AWARD/PURCHASES

22. Grapple Truck Bid Award

Mr. Wilson stated sealed bids were opened for the intended purchase of a 27-Yard Grapple Truck on January 24, 2024. The advertisement for bid was posted on the City of Cartersville Website and the Georgia Procurement Registry. Seven bid proposals were received and ranged from \$204,000.00 to \$255,295.00. Delivery time ranged from 10 to 300 days.

After evaluation by staff, Public Works recommends the purchase of a Peterson TL3 body mounted on a Freightliner M2 chassis at a price of \$212,842.00 with a 10-day delivery from Environmental Products Group, Inc. This vehicle was the best bid due to quality and delivery time.

This truck will be replacing the 2008 grapple truck that needs major repairs. It is a non-budgeted item but will be paid for through the General Fund.

Council Member Roth made a motion to approve the Grapple Truck Bid Award and place the surplus on GovDeals. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 5-0

23. Erwin/Leake Street Stormwater Improvement Notice of Award

Mr. Wilson stated over the last several years, the area along Leake Street and Erwin Street has experienced localized flooding. CTI Engineers, Inc., provided stormwater improvement plans to minimize flooding in this area. This improvement project was bid twice in 2023. The first bid results on June 20, 2023, resulted in no bids. The second call for bids on October 12, 2023, resulted in three bids ranging from \$773,430.00 to \$2,303,395.00.

The low bidder, Baker Contracting Co, LLC withdrew their bid. The second lowest bidder, Site Engineering, Inc. was contacted by our engineering consultants to negotiate the price, as the bid was higher than expected. Site Engineering, Inc. has deducted their original bid of \$2,166,530.00 to \$1,890,280.00. It is recommended by our consultant and Public Works to accept this original bid with a deductive change order. In doing so, we recommend the mayor’s signature on the notice of award and to enter an acceptable contract and change order with Site Engineering, Inc. that will be reviewed by our City Attorney.

Public Works will utilize America Rescue Plan Act (ARPA) Funds for this project. To qualify for these funds, we feel that this project would help our stormwater division “manage, reduce and recapture stormwater” drainage that would result in reduced flooding at this location. Therefore, this project would meet the requirements for eligibility of ARPA funds.

An estimated \$262,080.00 will utilize water/sewer funds, while the remaining \$1,625,900.00 will be funded by ARPA funds. The \$262,080.00 water/sewer portion is not budgeted but will be paid from sewer revenue.

Council Member Fox made a motion to approve the Erwin/Leake Street Stormwater Improvement Notice of Award. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 5-0

ENGINEERING SERVICES

24. Leake Street and Erwin Street Stormwater Engineering Services

Mr. Wilson stated in December 2021, Public Works received approval from Mayor and Council to contract with CTI Engineers to perform engineering design of the storm system in the Leake Street and Erwin Street areas. In addition, in October of 2022 an amendment was signed allowing CTI to perform needed sewer design in this area.

CTI has completed design, and the project is slated to begin as soon as the contract with the bidding contractor is signed. CTI is proposing to fulfill duties as a resident project representative (RPR) for this project on behalf of the city of Cartersville. These RPR duties will include schedule management, conference representation, liaison with the contractor, reviewer of shop drawings and samples, and basic construction management.

The proposed amendment will result in compensation for construction and services of \$16,000.00 and RPR services of \$56,000.00.

This amendment will be paid out of the American Rescue Plan Act (ARPA) Funds. This is not a budgeted item, but it has been determined that these services would qualify for ARPA funding, as the city feels that this project would help our stormwater division “manage, reduce and recapture stormwater” drainage that would result in reduced flooding at this location. Therefore, this project would meet the requirements for eligibility of ARPA funds. This is a budgeted item. Public Works recommended approval of this amendment.

Council Member Hodge made a motion to approve the Leake Street and Erwin Street Stormwater Engineering Services. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 5-0

CERTIFICATION

25. Signature Authorization Form for EPD

Mr. Wilson stated the City of Cartersville Stormwater Program continues to comply with NPDES Permit No. GAG610000 for Phase II Municipal Storm Sewer Systems (MS4). Every year, an annual report and potential revisions are submitted to EPD for approval. The Public Works Director will be allowed to sign supervisory documentation with these submittals if permission is granted through the mayor by his signature on the attached letter.

Council Member Hodge made a motion to approve the Signature Authorization Form for EPD. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 5-0

ADDED ITEMS (5)

26. Seventh Amendment to PSA – 178 W. Main St.

Mr. Porta stated this is the seventh amendment to the agreement for 178 W. Main St. The amendment is to change the closing date to on or before February 16, 2024. Approval was recommended.

Council Member Fox made a motion to approve the Seventh Amendment to PSA – 178 W. Main St. Council Member Hodge seconded the motion. Motion carried unanimously. Vote: 5-0

27. Primary School MOU

Mr. Lovell stated this Memorandum of Understanding is with the State and School System for the use of the old Cartersville Primary School located at 315 Etowah Dr. Quick Start will be utilizing the establishment for training for the QCells and SK projects.

Council Member Fox made a motion to approve the Primary School MOU. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 5-0

28. Manor Restorations (Walnut Grove Property)

Dan Porta, City Manager, stated this is the old water department building Restorations wants to purchase this property for \$71,400 for .29 acres to become part of a future townhome community.

Council Member Cooley made a motion to approve the Manor Restorations (Walnut Grove Property). Council Member Hodge seconded the motion. Motion carried unanimously. Vote: 5-0

29. Resolution to Update Two GA Fund 1 Accounts

Mayor Santini asked if both these accounts could be voted on together, to which Mr. Lovell replied yes.

Tom Rhinehart, Finance Department Director, stated there are two resolutions from US Bank to update two of the city’s existing GA Fund 1 Accounts. The resolution updates the signatures, updates those individuals authorized to conduct business on these accounts and updates the banking information from Truist Bank to Ameris Bank. Approval was recommended.

Council Member Fox made a motion to approve the Resolution to Update Two GA Fund 1 Accounts. Council Member Cooley seconded the motion. Motion carried unanimously. Vote: 5-0

ADJOURNMENT

With no other business to discuss, Council Member Hodge made a motion to adjourn.

Meeting Adjourned at 7:48 P.M.

/s/ _____
Matthew J. Santini
Mayor

ATTEST:
/s/ _____
Julia Drake
City Clerk



CITY COUNCIL ITEM SUMMARY

MEETING DATE:	February 15, 2024
SUBCATEGORY:	Resolutions
DEPARTMENT NAME:	Administration
AGENDA ITEM TITLE:	Authorize Agent for Opioid Litigation in General & Endo Ballot Form
DEPARTMENT SUMMARY RECOMMENDATION:	This resolution appoints Dan and Keith as the City's agents and authorizes them to sign documents related to any of the opioid litigation matters.
LEGAL:	This resolution prepared by the City Attorney.

**RESOLUTION OF CITY OF CARTERSVILLE, GEORGIA (“CITY”)
APPOINTING A DULY AUTHORIZED REPRESENTATIVE FOR ALL
NATIONAL PRESCRIPTION OPIOID LITIGATION MATTERS**

WHEREAS, the City of Cartersville has determined that potential claims may or have been made against AmerisourceBergen Corp., McKesson Corp., Cardinal Health 110, LLC, Cardinal Health, Inc., Cardinal Health I 05, Inc, Cardinal Health I 08, LLC, Cardinal Health 112, LLC, Cardinal Health 414, LLC, The Harvard Drug Group, LLC, Purdue Pharma, L.P., Purdue Pharma, Inc., The Purdue Frederick Company, Inc., Teva Pharmaceutical Industries USA, Ltd., Cephalon, Inc., Johnson & Johnson, Janssen Pharmaceuticals, Inc., Ortho-McNeil-Janssen Pharmaceuticals, Inc. n/k/a Janssen Pharmaceuticals, Inc., Janssen Pharmaceutica, n/k/a Janssen Pharmaceuticals, Inc., Endo Health Solutions Inc., Endo Pharmaceuticals, Inc., Allergan, PLC f/k/a Actavis, PLC, Actavis, Inc. f/k/a Watson Pharmaceuticals, Inc., Watson Laboratories, Inc., Actavis, LLC, Actavis Pharma, Inc. f/k/a Watson Pharma, Inc., and other similar pharmaceutical companies (hereinafter "Pharmaceutical Companies") which have engaged in violations of Medicaid Fraud Control Act and other violations of law in the fraudulent marketing and sales of cell, in highly addictive, opiate-derived painkillers for purposes for which they are neither safe or effective; and to hold them accountable for the opioid epidemic and to seek equitable and monetary relief; and

WHEREAS, due to the numerous entities involved and the litigation surrounding said entities, the City desires to appoint the Dan Porta, City Manager and/or E. Keith Lovell, City Attorney, as the appointed representatives on behalf of the City, for all issues involving the Pharmaceutical Companies and any and all litigation involving the same.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CARTERSVILLE, IN THE STATE OF GEORGIA, AS FOLLOWS:

The City Council hereby appoints Dan Porta, City Manager and/or E. Keith Lovell, City Attorney, as the duly appointed representatives of the City for all purposes related to the Pharmaceutical Companies and any and all litigation surrounding the same, and directs Dan Porta, City Manager and/or E. Keith Lovell, Attorney, as the duly appointed representatives of the City, to enter into any and all agreements and execute any and all documents related to the same.

This Resolution shall be in full force and effect from and after its adoption as provided by law.

BE IT AND IT IS HEREBY RESOLVED AND ADOPTED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CARTERSVILLE, this 15th day of February, 2024.

ATTEST:

/s/ _____
Julia Drake, City Clerk
City of Cartersville, Georgia

/s/ _____
Matthew J. Santini, Mayor
City of Cartersville, Georgia

[SEAL]

UNITED STATES BANKRUPTCY COURT
SOUTHERN DISTRICT OF NEW YORK

In re

ENDO INTERNATIONAL plc, *et al.*,

Debtors.¹

Chapter 11

Case No. 22-22549 (JLG)

(Jointly Administered)

**JOINT (I) BALLOT FOR VOTING TO ACCEPT OR REJECT THE SECOND
AMENDED JOINT CHAPTER 11 PLAN OF REORGANIZATION OF ENDO
INTERNATIONAL PLC AND ITS AFFILIATED DEBTORS AND (II) PROXY FOR
VOTING ON SCHEME OF ARRANGEMENT OF ENDO INTERNATIONAL PLC**

CLASS 6(B) – LOCAL GOVERNMENT OPIOID CLAIMS

**IF YOU ARE A HOLDER OF A CLASS 6(B) LOCAL GOVERNMENT OPIOID CLAIM,
PLEASE NOTE THE FOLLOWING IMPORTANT POINTS:**

- **SUBMITTING A BALLOT DOES NOT AFFECT YOUR ABILITY TO PARTICIPATE IN YOUR STATE OR TERRITORY’S OPIOID ABATEMENT PROGRAMS, INCLUDING IN SUCH PROGRAMS FUNDED FROM THE PUBLIC OPIOID TRUST, TO THE EXTENT APPLICABLE TO LOCAL GOVERNMENTS.**
- **ONLY HOLDERS OF CLASS 6(A) STATE OPIOID CLAIMS THAT VOTE IN FAVOR OF THE PLAN WILL BE ABLE TO PARTICIPATE IN THE PUBLIC OPIOID TRUST.**
- **PLEASE REVIEW THE RELEASE, EXCULPATION, AND INJUNCTION PROVISIONS AND OPTIONS BEGINNING AT ITEM 2 OF THIS BALLOT PRIOR TO DECIDING WHETHER TO OR HOW TO VOTE ON THE PLAN.**

IF YOU HAVE ANY QUESTIONS REGARDING THIS BALLOT, THE VOTING INSTRUCTIONS OR THE PROCEDURES FOR VOTING, PLEASE EMAIL THE SOLICITATION AGENT AT ENDOINFO@RA.KROLL.COM (WITH “ENDO SOLICITATION INQUIRY” IN THE SUBJECT LINE) OR CALL THE SOLICITATION AGENT AT: (877) 542-1878 (U.S. / CANADA, TOLL-FREE); +1 (929) 284-1688 (INTERNATIONAL, TOLL). YOU MAY ALSO CONTACT THE

¹ The last four digits of Debtor Endo International plc’s tax identification number are 3755. Due to the large number of debtors in these chapter 11 cases, a complete list of the debtor entities and the last four digits of their federal tax identification numbers is not provided herein. A complete list of such information may be obtained on the website of the Debtors’ claims and noticing agent at <https://restructuring.ra.kroll.com/Endo>. The location of the Debtors’ service address for purposes of these chapter 11 cases is: 1400 Atwater Dr, Malvern PA 19355.



OPIOID CLAIMANTS' COMMITTEE WITH ANY QUESTIONS AT ENDOCREDITORINFO@AKINGUMP.COM.

PLEASE READ AND FOLLOW THE ENCLOSED INSTRUCTIONS CAREFULLY BEFORE COMPLETING THIS BALLOT. THIS BALLOT IS BEING SENT TO YOU TO SOLICIT YOUR (I) VOTE ON THE DEBTORS' PLAN OF REORGANIZATION AND APPOINT A SPECIAL PROXY TO VOTE ON THE SCHEME OF ARRANGEMENT AND (II) ELECTION WITH RESPECT TO CERTAIN RELEASES CONTAINED IN ARTICLE X OF THE DEBTORS' PLAN OF REORGANIZATION.

IF YOU ARE A HOLDER OF AN ALLOWED CLASS 6(B) LOCAL GOVERNMENT OPIOID CLAIM, PLEASE COMPLETE, EXECUTE, AND RETURN THIS BALLOT SO THAT IT IS ACTUALLY RECEIVED BY KROLL RESTRUCTURING ADMINISTRATION LLC (THE "SOLICITATION AGENT" OR "KROLL") BY OR BEFORE 4:00 P.M. (PREVAILING EASTERN TIME) ON FEBRUARY 22, 2024 (THE "VOTING DEADLINE"). DO NOT RETURN THIS BALLOT TO THE DEBTORS.

IF THE DEBTORS' PLAN OF REORGANIZATION IS CONFIRMED BY THE BANKRUPTCY COURT AND THE DEBTORS' SCHEME OF ARRANGEMENT IS SANCTIONED BY THE HIGH COURT OF IRELAND, BOTH WILL BE BINDING ON YOU WHETHER OR NOT YOU HAVE VOTED TO ACCEPT OR REJECT EITHER ONE. IF YOU DO NOT MAKE THE PROPER ELECTION WITH RESPECT TO CERTAIN RELEASES CONTAINED IN ARTICLE X OF THE DEBTORS' PLAN OF REORGANIZATION, THE RELEASES WILL BE BINDING ON YOU.

NO PERSON HAS BEEN AUTHORIZED TO GIVE ANY INFORMATION OR ADVICE, OR TO MAKE ANY REPRESENTATION, OTHER THAN WHAT IS INCLUDED IN THE MATERIALS ENCLOSED WITH THIS BALLOT.

Endo International plc ("Endo Parent") and its debtor affiliates, as debtors and debtors in possession (collectively, the "Debtors") in the above-captioned chapter 11 cases (the "Chapter 11 Cases") are soliciting votes to accept or reject the *Second Amended Joint Chapter 11 Plan of Reorganization of Endo International plc and Its Affiliated Debtors*, dated January 9, 2024 [Docket No. 3535] (together with all schedules and exhibits thereto, and as may be modified, amended, or supplemented from time to time, the "Plan")² as set forth in the *Disclosure Statement with Respect to the Second Amended Joint Chapter 11 Plan of Reorganization of Endo International plc and its Affiliated Debtors*, dated January 16, 2024 [Docket No. 3554] (together with all schedules and exhibits thereto, and as may be modified, amended, or supplemented from time to time, the "Disclosure Statement"). The Bankruptcy Court has conditionally approved the Disclosure Statement as containing adequate information pursuant to section 1125 of the Bankruptcy Code, by entry of an order on January 12, 2024 [Docket No. 3549] (the "Disclosure Statement Order").

² Capitalized terms used but not otherwise defined herein shall have the meaning ascribed to such terms in the Plan, Disclosure Statement, Disclosure Statement Order, Scheme Circular (each as defined herein), or the Solicitation and Voting Procedures (as defined in the Disclosure Statement Order), as applicable.



Entry of the Disclosure Statement Order does not indicate approval of the Disclosure Statement on a final basis or confirmation of the Plan by the Bankruptcy Court.

Endo Parent is concurrently proposing a “scheme of arrangement” under Part 9 of the Irish Companies Act 2014 (the “Scheme”) which will implement certain terms of the Plan in Ireland and affects your rights. The High Court of Ireland (the “Irish High Court”) has approved a Scheme Circular (the “Scheme Circular”) describing the terms of the Scheme, including who it applies to, how it interacts with the Plan, and how to vote to approve or reject the Scheme. Votes in respect of the Scheme will be cast at the Scheme Meetings, which will be held on March 7, 2024, as set out in the Scheme Circular and the Notices of the Scheme Meetings.

You are receiving this Ballot because our records indicate that you are, as of the Voting Record Date (close of business on January 2, 2024), a holder of a Class 6(B) Local Government Opioid Claim against the Debtors. Accordingly, you have the right to (i) vote to accept or reject the Plan, (ii) vote at the relevant Scheme Meeting (in person or by proxy) to accept or reject the Scheme, and (iii) if applicable, make an election (the “Release Election”) regarding the Non-GUC Releases contained in Section 10.3 of the Plan (the “Releases”) as provided in Item 2 below on account of your Class 6(B) Local Government Opioid Claim. You may submit a vote in respect of the Plan, submit a proxy in respect of the Scheme, and make your Release Election as provided at Item 2 below.

You are only required to vote once in respect of the Plan and the Scheme, and you may use this Ballot to submit both a vote in respect of the Plan and a proxy in respect of the Scheme.

For the purpose of the Scheme, the Voting Record Date for General Unsecured Scheme Creditors will be February 22, 2024 (the Voting Deadline under the Plan) (the “General Unsecured Scheme Voting Record Date”). As indicated above, you have received this Ballot and the accompanying Solicitation Package because our records indicate that you are, as of the Voting Record Date under the Plan, a holder of a Class 6(B) Local Government Opioid Claim and therefore are a General Unsecured Scheme Creditor. If you transfer or assign your Claim between the Voting Record Date and the General Unsecured Scheme Voting Record Date, you will not be entitled to attend or vote at the General Scheme Creditors’ Meeting. You will remain entitled to vote on the Plan if you are a holder of a Class 6(B) Local Government Opioid Claim as of the Voting Record Date under the Plan. You should submit your vote in respect of the Plan in accordance with the Solicitation and Voting Procedures, but any vote in relation to the Scheme will not be counted for purposes of the Scheme to the extent there has been a valid transfer or assignment of the applicable Claim prior to the General Unsecured Scheme Voting Record Date.

The transferee or assignee of a relevant Claim transferred or assigned after the Voting Record Date, but prior to the General Unsecured Scheme Voting Record Date, will be entitled to vote on the Scheme at the General Scheme Creditors’ Meeting, and to receive any distribution or consideration in respect of that relevant Claim. In order to do so, the transferee or assignee should contact the Solicitation Agent at endoballots@ra.kroll.com to request and obtain a Scheme Voting Form.

IMPORTANT NOTICE REGARDING TREATMENT FOR CLASS 6(B)

As described in more detail in the Disclosure Statement and the Plan, if the Plan is confirmed and the Effective Date occurs, each holder of an Allowed Class 6(B) Local Government Opioid Claim shall receive the following treatment:

On the Effective Date, in full and final satisfaction, settlement, release, and discharge of, and in exchange for such Claims, holders of Local Government Opioid Claims shall be eligible to receive distributions from their respective State in accordance with such State's opioid abatement programs, subject to the laws and agreements of such State and such State's opioid abatement programs. For the avoidance of doubt, the treatment provided with respect to this Class 6(B) shall not prevent any Local Government from participating in its respective State's opioid abatement programs as provided by and in accordance with applicable State law and agreements, regardless of whether such Local Government filed a Local Government Opioid Claim and/or voted to accept or reject the Plan.

PLEASE SEE EXHIBIT A FOR IMPORTANT INFORMATION REGARDING THE RELEASE, EXCULPATION, AND INJUNCTION PROVISIONS IN THE PLAN.

If you are the holder of a Class 6(B) Local Government Opioid Claim (and are entitled to vote) as of the Voting Record Date, please use this Ballot to (i) cast your vote to (a) accept or reject the Plan, and (b) appoint the Chairperson of the Scheme Meetings as a special proxy to submit an equivalent vote on your behalf to accept or reject the Scheme, and (ii) if applicable, make your Release Election. This Ballot may not be used for any other purpose. If you (i) wish to submit a proxy to vote on the Scheme differently to the vote you are submitting in relation to the Plan, (ii) wish to vote on the Plan but do not wish to vote on the Scheme, (iii) wish to appoint someone other than the Chairperson as your proxy for the purpose of the relevant Scheme Meeting, or (iv) wish to attend the relevant Scheme Meeting and vote in person, you must obtain a Scheme Voting Form from the Solicitation Agent by emailing endoballots@ra.kroll.com with a reference to "Endo Scheme Voting Form" in the subject line.

If you believe you have received this Ballot in error, or if you believe that you have received the wrong Ballot or any information thereon is incorrect, please contact the Solicitation Agent immediately at the address or telephone number set forth below.

Your rights are described in the Disclosure Statement and Scheme Circular, which, along with the Plan, Scheme, Disclosure Statement Order, a letter from the Opioid Claimants' Committee (the "OCC Letter"), and certain other materials, can be accessed electronically using the instructions provided in the Solicitation Package you are receiving with this Ballot. If you need to obtain additional solicitation materials, you may contact the Debtors' Solicitation Agent, Kroll Restructuring Administration LLC, by: (a) calling the Solicitation Agent at (877) 542-1878 (U.S. / Canada, toll-free) or +1 (929) 284-1688 (International, toll); (b) visiting the Debtors' case website at <https://restructuring.ra.kroll.com/Endo> (the "Case Website") and contacting the Solicitation Agent via the "Live Chat" feature at the "Info Center" panel of the landing page; (c) contacting the Solicitation Agent by mail at Endo Ballot Processing Center, c/o Kroll Restructuring Administration LLC, 850 Third Avenue, Suite 412, Brooklyn, NY 11232; or



(d) emailing endoinfo@ra.kroll.com with “Solicitation Package request” in the subject line. You may also access these materials for a fee via PACER at <https://www.nysb.uscourts.gov/>.

You should review the Disclosure Statement, the Scheme Circular, the Scheme, the Plan, and the OCC Letter before you vote. You may wish to seek legal advice concerning the Plan, the Scheme, and the classification and treatment of your Claim. Your Claim has been placed in Class 6(B) (Local Government Opioid Claims) under the Plan. You must use only this Ballot for all the Class 6(B) Local Government Opioid Claims you wish to vote, and you must vote either (i) to accept the Plan and the Scheme as to all such Claims or (ii) to reject the Plan and the Scheme as to all such Claims. Except as set forth in the immediately preceding sentence, if you hold Claims in more than one Class, you will receive a Ballot for each Class in which you are entitled to vote.

The Bankruptcy Court can confirm the Plan and bind you if the Plan is accepted by the holders of at least two-thirds in amount and more than one-half in number of the Claims in each Impaired Class who vote on the Plan and if the Plan otherwise satisfies the applicable requirements of section 1129(a) of the Bankruptcy Code. If the requisite acceptances are not obtained, the Bankruptcy Court nonetheless may confirm the Plan if it finds that the Plan (a) provides fair and equitable treatment to, and does not unfairly discriminate against, each Class rejecting the Plan, (b) provides that at least one Impaired Class accepts the Plan without including the votes of insiders in accordance with section 1129(a)(10) of the Bankruptcy Code, and (c) otherwise satisfies the requirements of section 1129(b) of the Bankruptcy Code. If the Plan is confirmed by the Bankruptcy Court, it will be binding on you whether or not you vote or affirmatively vote to reject the Plan. If you opt out of granting the Releases, the Releases will not be binding on you.

The Irish High Court can sanction the Scheme if the Scheme is approved by Scheme Creditors representing at least 75% by value and a majority in number of those voting (either in person or by proxy) at each Scheme Meeting. If the Scheme is sanctioned by the Irish High Court, it will be binding on all Scheme Creditors whether or not they vote or affirmatively vote to reject the Scheme.

To have your vote counted, you must complete, sign, and return this Ballot so that it is actually received by the Solicitation Agent by or before the Voting Deadline.

ITEM 1. Amount of Claim.

The undersigned hereby certifies that as of the Voting Record Date (close of business on January 2, 2024), the undersigned was the holder of Class 6(B) Local Government Opioid Claims against the Debtors in the following aggregate unpaid principal amount. **Please note that, except as otherwise set forth in the Disclosure Statement Order, for purposes of tabulating your vote on the Plan, regardless of the amount set forth below, each Claim in Class 6(B) will be allowed and tabulated in the amount of \$1.00 on a non-priority, unsecured basis for voting purposes only, and not for distribution, allowance, or any other purpose.**

\$1.00

For purposes of voting on the Scheme, you may be requested to provide additional supporting documents to substantiate the value of your Claim for voting purposes. If the Chairperson is not satisfied that the documents provided support your Claim, the Chairperson may exercise its discretion to (i) admit your Claim for an alternative amount which appears to be supported by the evidence provided, (ii) admit the Claim for \$1.00, or (iii) reject the Claim, in each case, for voting purposes only.

ITEM 2. Vote on the Plan and the Scheme and Release Election.

IMPORTANT INFORMATION REGARDING CERTAIN RELEASE, EXCULPATION, AND INJUNCTION PROVISIONS IN THE PLAN

ARTICLE X OF THE PLAN CONTAINS RELEASE, EXCULPATION, AND INJUNCTION PROVISIONS, WHICH ARE SET FORTH AT THE END OF THIS BALLOT IN **EXHIBIT A**. YOU SHOULD REVIEW THESE PROVISIONS CAREFULLY.

How you vote on the Plan will govern your Release Election options. Please read carefully the following three options:

- (1) If you vote to accept the Plan, you will be deemed to consent to the Releases. You may not opt out of granting the Releases if you accept the Plan.**
- (2) If you vote to reject the Plan, you will be deemed to have opted out of granting the Releases. Nevertheless, you may affirmatively OPT IN to grant the Releases. You may indicate this election by checking the appropriate box below.**
- (3) If you abstain from voting on the Plan, you will be deemed to consent to the Releases. You may affirmatively OPT OUT of granting the Releases by checking the appropriate box below.**

PLEASE BE ADVISED THAT IF YOU FAIL TO RETURN THIS BALLOT, THEN YOU WILL BE DEEMED TO CONSENT TO GRANT THE RELEASES IN EACH AND EVERY CAPACITY IN WHICH YOU HOLD A CLAIM AGAINST, OR INTEREST IN, ANY OF THE DEBTORS. IF YOU ARE ABSTAINING FROM VOTING ON THE PLAN AND DO NOT WISH TO GRANT THE RELEASES, YOU MUST AFFIRMATIVELY CHECK THE APPROPRIATE BOX BELOW TO OPT OUT OF THE RELEASES.

PLEASE ALSO BE ADVISED THAT ARTICLE X OF THE PLAN CONTAINS THE DEBTOR RELEASES, NON-GUC RELEASES, GUC RELEASES, EXCULPATION, PLAN INJUNCTION, AND CHANNELING INJUNCTION. IF YOU OBJECT TO ANY OF THE RELEASE, EXCULPATION, OR INJUNCTION PROVISIONS CONTAINED IN ARTICLE X OF THE PLAN, YOU MUST FILE A SEPARATE OBJECTION WITH THE BANKRUPTCY COURT IN ACCORDANCE WITH THE PROCEDURES DESCRIBED IN THE DISCLOSURE STATEMENT ORDER.

The holder of the Class 6(B) Local Government Opioid Claim against the Debtors set forth in Item 1 above seeks to:

<i>CHECK BOX(ES) IN ONE ROW ONLY</i>	
<input checked="" type="checkbox"/> ACCEPT (vote FOR) the Plan and to appoint the Chairperson as special proxy to vote in favor of the Scheme at the relevant Scheme Meeting and any adjournment thereof.	
<input type="checkbox"/> REJECT (vote AGAINST) the Plan and to appoint the Chairperson as special proxy to vote against the Scheme at the relevant Scheme Meeting and any adjournment thereof.	<input type="checkbox"/> If you are voting to REJECT the Plan, check this box to OPT IN to grant the Releases contained in <u>Section 10.3</u> of the Plan.
<input type="checkbox"/> ABSTAIN from voting on the Plan.	<input type="checkbox"/> If you are ABSTAINING from voting on the Plan, check this box to OPT OUT of granting the Releases contained in <u>Section 10.3</u> of the Plan.

Any Ballot that is executed by the holder of a Claim, but that indicates both an acceptance and a rejection of the Plan and the Scheme, or does not indicate either an acceptance or rejection of the Plan and the Scheme, will not be counted.

THE DEBTORS RECOMMEND THAT YOU VOTE TO ACCEPT THE PLAN AND THE SCHEME.

ITEM 3. Certifications.

By signing this Ballot, the undersigned certifies to the Bankruptcy Court and the Debtors that:

- (a) either the undersigned is: (i) the holder of the Class 6(B) Local Government Opioid Claims being voted; or (ii) an authorized signatory for a person or entity that is a holder of the Class 6(B) Local Government Opioid Claims being voted, and, in either case, has the full power and authority to vote to accept or reject the Plan and the Scheme and make the Release Election with respect to the Claims identified in Item 1 above;
- (b) the undersigned asserts a claim against Endo Parent and is entitled to vote to accept or reject the Scheme;
- (c) the undersigned has received access to an electronic copy of the Disclosure Statement, the Scheme Circular and the Solicitation Package and acknowledges that the solicitation is being made pursuant to the terms and conditions set forth therein;
- (d) the undersigned has cast the same vote with respect to all of its Class 6(B) Local Government Opioid Claims; and



- (e) no other Ballots with respect to the amount of the Government Opioid Claims identified in Item 1 above have been cast or, if any other Ballots have been cast with respect to such Claims, then any such earlier Ballots are hereby revoked.

Meeting: February 15, 2024 Item 2.

Name of holder: **CITY OF CARTERSVILLE, GEORGIA**
(Print or Type)

Social Security or Federal Tax Identification Number: **58-6000534**

Signature: _____

Name of Signatory: **DAN PORTA**
(If other than a holder)

Title: **CITY MANAGER**

Address: **PO BOX 1390, CARTERSVILLE GA 30120**

Date Completed: **02/15/2024**

Email Address: **adavis@davislucascarter.com**

No fees, commissions, or other remuneration will be payable to any person for soliciting votes on the Plan or the Scheme.

If your address or contact information has changed, please note the new information here.

YOUR RECEIPT OF THIS BALLOT DOES NOT SIGNIFY THAT YOUR CLAIM HAS BEEN OR WILL BE ALLOWED.

IF YOU DO NOT INTEND TO SUBMIT ELECTRONICALLY, PLEASE COMPLETE, SIGN AND DATE THIS BALLOT AND RETURN IT PROMPTLY BY FIRST-CLASS MAIL, OVERNIGHT COURIER, OR HAND DELIVERY IN THE PROVIDED RETURN ENVELOPE TO:

Endo Ballot Processing Center
c/o Kroll Restructuring Administration LLC
850 Third Avenue, Suite 412
Brooklyn, NY 11232

If you plan to hand-deliver your Ballot to Kroll's office, please email Endoballots@ra.kroll.com with "Endo Ballot Submission" in the subject line at least twenty-four (24) hours in advance of your arrival at the Kroll address above to arrange delivery.





CITY COUNCIL ITEM SUMMARY

MEETING DATE:	February 15, 2024
SUBCATEGORY:	Bid Award/Purchases
DEPARTMENT NAME:	Fire Department
AGENDA ITEM TITLE:	Purchase Scott Epic 3 Voice Amps
DEPARTMENT SUMMARY RECOMMENDATION:	Respectfully request approval to purchase sixteen Scott Epic 3 Voice Amplifiers for the new firefighters. These Voice amplifiers mount to SCBA masks and enhance the ability to communicate in hazardous environments. We requested quotes from our single source Scott dealers and recommend the lowest-bidder American Safety and Firehouse for \$9,520.00. This is a budgeted item recommended for your approval.
LEGAL:	N/A

3M™ Scott™ EPIC 3 Voice Amplifier

Respiratory Communications



- ✓ Certified to NFPA standards
- ✓ NIOSH-approved accessory
- ✓ Compatible with 3M Scott AV-series
- ✓ Designed to enhance voice intelligibly

ESTIMATE

Meeting: February 15, 2024 Item3.



AMERICAN
Safety & FireHouse

American Safety & Fire House amsaf@americansafetyandfire.com
3848 Oakcliff Industrial Court 770-441-3473
Doraville, GA 30340 www.americansaferyandfire.com

Cartersville Fire Department

Bill to

Cartersville Fire Department
PO Box 1390
195 Cassville Rd
Cartersville, GA 30120

Ship to

Cartersville Fire Department
Attn: Hagen Champion
195 Cassville Road
Cartersville, GA 30120

Estimate details

Estimate no.: 1035
Estimate date: 01/30/2024

#	Date	Product or service	SKU	Qty	Rate	Amount
1.		201275-01 Scott Epic 3 Voice Amp	500927	16	\$595.00	\$9,520.00
					Total	\$9,520.00



CITY COUNCIL ITEM SUMMARY

MEETING DATE:	February 15, 2024
SUBCATEGORY:	Bid Award/Purchases
DEPARTMENT NAME:	Gas Department
AGENDA ITEM TITLE:	HVAC System Repair
DEPARTMENT SUMMARY RECOMMENDATION:	The Gas System’s HVAC system failed causing a significant freon leak. The manufacturer recommended JC Lane Company of Milton, Georgia, to make the emergency repair. The cost of the repair was \$14,060.00. This repair was not a budgeted expense, but funds are available from gas revenues, and approval is recommended.
LEGAL:	N/A



5725 N. Commerce Ct.
 Suite 150
 Alpharetta, GA 30004
 770-241-4519

Meeting: February 15, 2024 Item4.

INVOICE

Date	Invoice #
2/1/2024	22221

Bill To
City of Cartersville B Friery

Job No.	Project	Terms	Due Date
097	Cartersville	Net 30	3/2/2024

Description	Qty	Rate	Amount
Job Materials Suction Assembly replaced per quote		14,060.00	14,060.00

Please remit payment to above address.	Total	\$14,060.00
	Payments/Credits	\$0.00
	Balance Due	\$14,060.00



CITY COUNCIL ITEM SUMMARY

MEETING DATE:	February 15, 2024
SUBCATEGORY:	Bid Award/Purchases
DEPARTMENT NAME:	Gas Department
AGENDA ITEM TITLE:	Odorant Purchase
DEPARTMENT SUMMARY RECOMMENDATION:	Federal regulations require us to odorize our natural gas. The Gas System’s odorant supply is low and needs to be refilled. We are requesting the purchase of 800 gallons of odorant to fill the tanks at our three delivery points. Odorization Solutions, Inc. of Pensacola, FL is the sole provider in this area and provided a quote of \$22,984.00. Depending on the delivery date, the actual amount delivered may vary so we are asking Council to approve this amount as a not to exceed price. This is a budgeted item.
LEGAL:	N/A



QUOTE

DATE: 01/24/2024

TO: Cartersville Gas System
Attn: Michael Dickson
155 Old Mill Road
Cartersville, GA 30120

FROM: Odorization Solutions, Inc.
P. O. Box 10762
Pensacola, FL 32524
john@odorizationsolutions.com

SALESPERSON	JOB	LOCATIONS	QUOTE VALID
John Knoll/850-572-2529	Odorant	Cartersville, GA	60 Days

LINE	DESCRIPTION	UNIT PRICE	LINE TOTAL
1	Est. 800 Gallons/5,408.0 lbs. Odorant <i>Scintinel (E) Mercaptans, mixture, liquid, Flammable, N.O.S. (Butyl Mercaptan, Isopropyl Mercaptan) Class 3, UN 3336 PGII, Flash Point <0F, Marine Pollutant Gas Odorant, ERG 2008 Guide #130</i>	\$4.25	\$22,984.00
TOTAL			\$22,984.00

****Applicable sales tax added to the final invoice. If exempt from sales tax, send documentation to erika@odorizationsolutions.com Additional administration required for the project (registration with supplier internal or external verification services or vendor management third party, additional copies of paperwork, special billing requirements...etc.) may result in additional charges.

To accept this quotation, sign here and return: _____

THANK YOU FOR YOUR BUSINESS!



CITY COUNCIL ITEM SUMMARY

MEETING DATE:	February 15, 2024
SUBCATEGORY:	Bid Award/Purchase
DEPARTMENT NAME:	Water
AGENDA ITEM TITLE:	Plotter Replacement
DEPARTMENT SUMMARY RECOMMENDATION:	The Water Department plotter is over ten years old and no longer supported by the manufacturer. Repro Products, the City's current plotter service provider, quoted \$12,750.00 for a replacement HP DesignJet T2600. The item is in stock but will need to be held until it can be delivered to the new Water Department office. This is a budgeted item to be paid from account #505.3320.54.1301 and it is recommended for approval.
LEGAL:	N/A

Meeting: February 15, 2024 Item 6.

4465 Atlanta Road SE
Smyrna, GA 30080

Sales Order Agreement

City of Cartersville Water Dept
148 Walnut Grove Rd
Cartersville GA 30120

Date	1/30/2024
Buyer	0
P.O. #	0
Sales Rep	Bill Prather

Ship To	
City of Cartersville Water Dept.	
148 Walnut Grove Rd	
Cartersville, GA 30120	
Contact:	Brent Beck
Phone/Fax:	(470) 439-4221

Bill To	
0	
0	
,	
Billing Contact:	0
Phone/Fax:	0 0

Purchase Order:	0		Approx Delivery Date:			
Account Type:	0		Lease Months:	0	Monthly Payment:	\$0.00
Tier 1 base charge	\$90.00	Tier 2	0.20			
Tier 1 sqft included	0	Tier 3	0.30			
Tier 1 overage	\$.18/SF					

Quantity	Product #	Description	Unit Price	Total Price
1	HEW-3EK15A#B	HP Designjet T2600ps DR MFP HP Designjet T2600ps DR MFP 3EK15A#B	\$12,750.00	\$12,750.00
1	HEW-WF Trade	HP Designjet T2600ps DR MFP *HP Cash In Trade Up Rebate for HEW-3EK15A#B		
1	INN-CVTFA-24	HP Designjet T2600ps DR MFP *HP Designjet Power Conditioner		
1	HEW-WF Instal	HP Designjet T2600ps DR MFP *HP Install and Training Rebate for HEW-3EK15A#B		
1	WF-Designjet D	HP Designjet T2600ps DR MFP *WF-Designjet Delivery/Install/Move		
0	0			
0	0	Service Ink Paper- 60, 48 or 36 mo. term		
0	0	All warranty items, print heads, ink and paper-unlimited		
0	0	Overview attached- 1 page		
0	0			
0	0			
0	0			
0	0			
0	0			
0	0			
0	0			
0	0			
0	0			
0	0			

Comments/Special Instructions				
Delivery Time	Stairs/Count	Elevator	Connected	Delivery Type
12:00:00 AM		0	0	0

Delivery/Installation	Included
TOTAL AMOUNT	\$12,750.00
Less Payment (Check #:)	
AMOUNT DUE	\$12,750.00

Sales Tax NOT Included in price

Special Payment Terms & Due Dates

Warranty/Maintenance Agreement		<input type="checkbox"/> Yes	<input type="checkbox"/> No	*Please select
Dealer Representative			Customer Acceptance	
Signature	Date	Authorized Signature	Date	
Print Name	Title	Print Name	Title	



CITY COUNCIL ITEM SUMMARY

MEETING DATE:	February 15, 2024
SUBCATEGORY:	Bid Award/Purchases
DEPARTMENT NAME:	Water Department
AGENDA ITEM TITLE:	Grassdale Road Water Main Bid Award
DEPARTMENT SUMMARY RECOMMENDATION:	<p>Approximately 8,850 linear feet of 12” and 8” water main needs relocated and/or replaced in conjunction with roadway, drainage and sidewalk improvements along Grassdale Road. Sealed bids were opened on January 25, 2024, with five (5) responsive bidders. Sweitzer Engineering recommends awarding the contract to the low bidder, HD-Excavations & Utilities, LLC of Dallas, GA, for a contract price of \$2,581,475.00.</p> <p>Since this price is approximately 25% lower than the second low bid, extensive investigation of references and work record, current workload, and assurance from the company owner that there was no mistake nor oversight in their bid package. I recommend awarding this contract to HD-Excavations & Utilities of Dallas, Georgia. This request is a budgeted project to be paid from capital account #505.3320.54.1346.</p>
LEGAL:	N/A



CERTIFIED BID TABULATION

Bid Opening Date: January 25, 2024

Meeting: February 15, 2024 Item 7.

WATER SYSTEM IMPROVEMENTS -
GRASSDALE ROAD WATER MAIN RELOCATION
PROJECT NO. 338-111

GRASSDALE ROAD WATER MAIN RELOCATION				HD Excavations & Utilities, LLC 516 Cole Creek Road Dallas, GA 30157		RDJE, Inc. 679 Highway 29 South Newnan, GA 30263		C.W. Matthews Contracting Co., Inc. 1600 Kenview Drive Marietta, GA 30060		North Georgia Pipeline, Inc. 85 Chestatee Industrial Park Dr Dahlonega, GA 30355		C.H. Kirkpatrick & Sons Welding Service, Inc. 4200 Hwy. 411 NE Rydal, GA 30171	
Item No.	Description	Approx. Quantity	Unit	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
1	Mobilization & Insurance. (Not to exceed 3% of the Total Bid.)	1	L.S.	\$50,000.00	\$50,000.00	\$82,767.00	\$82,767.00	\$84,191.25	\$84,191.25	\$130,000.00	\$130,000.00	\$152,249.64	\$152,249.64
2	Clearing (for pipe laying, silt fencing, service laterals, and services).	1	L.S.	\$15,000.00	\$15,000.00	\$162,923.00	\$162,923.00	\$23,379.26	\$23,379.26	\$14,500.00	\$14,500.00	\$85,000.00	\$85,000.00
3	Extra Clearing.	500	L.F.	\$25.00	\$12,500.00	\$25.00	\$12,500.00	\$29.44	\$14,720.00	\$20.00	\$10,000.00	\$10.00	\$5,000.00
4	Erosion Control. (See Specification Section 02370.)	1	L.S.	\$8,500.00	\$8,500.00	\$9,338.00	\$9,338.00	\$20,135.25	\$20,135.25	\$10,000.00	\$10,000.00	\$158,100.01	\$158,100.01
5	Temporary Silt Fence, Type A, Single Row.	6,000	L.F.	\$1.95	\$11,700.00	\$3.50	\$21,000.00	\$3.89	\$23,340.00	\$3.00	\$18,000.00	\$4.00	\$24,000.00
6	Temporary Silt Fence, Type C, Double Row.	350	L.F.	\$3.50	\$1,225.00	\$4.50	\$1,575.00	\$6.24	\$2,184.00	\$6.00	\$2,100.00	\$8.50	\$2,975.00
7	Temporary Erosion Control Matting, if required.	250	S.Y.	\$2.00	\$500.00	\$3.50	\$875.00	\$1.59	\$397.50	\$10.00	\$2,500.00	\$7.25	\$1,812.50
8	Stone Rip Rap, DOT Type 1.	100	S.Y.	\$75.00	\$7,500.00	\$130.00	\$13,000.00	\$106.54	\$10,654.00	\$130.00	\$13,000.00	\$153.00	\$15,300.00
9	Stone Rip Rap, DOT Type 3, for Channel Stabilization.	100	S.Y.	\$75.00	\$7,500.00	\$157.00	\$15,700.00	\$103.95	\$10,395.00	\$85.00	\$8,500.00	\$125.44	\$12,544.00
10	Temporary Construction Exit.	2	Ea.	\$1,500.00	\$3,000.00	\$1,757.00	\$3,514.00	\$3,238.13	\$6,476.26	\$4,970.00	\$9,940.00	\$3,176.40	\$6,352.80
11	Water Line, 12-inch DIP, Pressure Class 350.	7,600	L.F.	\$165.00	\$1,254,000.00	\$207.00	\$1,573,200.00	\$178.15	\$1,353,940.00	\$253.00	\$1,922,800.00	\$295.57	\$2,246,332.00
12	Water Line, 8-inch DIP, Pressure Class 350.	1,250	L.F.	\$115.00	\$143,750.00	\$152.00	\$190,000.00	\$173.70	\$217,125.00	\$230.00	\$287,500.00	\$202.88	\$253,600.00
13	Water Line, 6-inch DIP, Pressure Class 350.	100	L.F.	\$95.00	\$9,500.00	\$142.00	\$14,200.00	\$124.52	\$12,452.00	\$142.00	\$14,200.00	\$192.63	\$19,263.00
DUCTILE IRON PIPE MANUFACTURER				U.S. PIPE		U.S. PIPE		U.S. PIPE FABRICATION		U.S. PIPE			
14	Restrained Joint (RJ) Locking Gaskets, 12-inch.	140	Ea.	\$300.00	\$42,000.00	\$277.00	\$38,780.00	\$592.61	\$82,965.40	\$400.00	\$56,000.00	\$518.76	\$72,626.40
15	Restrained Joint (RJ) Locking Gaskets, 8-inch.	45	Ea.	\$220.00	\$9,900.00	\$190.00	\$8,550.00	\$409.49	\$18,427.05	\$300.00	\$13,500.00	\$357.21	\$16,074.45
16	Wedge-type Restraint "MegaLug" Gland, 12-inch.	165	Ea.	\$195.00	\$32,175.00	\$171.00	\$28,215.00	\$368.79	\$60,850.35	\$335.00	\$55,275.00	\$321.25	\$53,006.25
17	Wedge-type Restraint "MegaLug" Gland, 8-inch.	110	Ea.	\$125.00	\$13,750.00	\$91.00	\$10,010.00	\$195.84	\$21,542.40	\$250.00	\$27,500.00	\$169.64	\$18,660.40
18	Wedge-type Restraint "MegaLug" Gland, 6-inch.	55	Ea.	\$95.00	\$5,225.00	\$67.00	\$3,685.00	\$144.97	\$7,973.35	\$220.00	\$12,100.00	\$125.81	\$6,919.55
19	D.I. Fittings, including thrust blocking.	19,000	Lbs.	\$7.50	\$142,500.00	\$5.50	\$104,500.00	\$8.39	\$159,410.00	\$8.50	\$161,500.00	\$8.68	\$164,920.00
20	Fire Hydrant Assembly, per Detail.	20	Ea.	\$5,200.00	\$104,000.00	\$4,067.00	\$81,340.00	\$6,574.43	\$131,488.60	\$5,455.00	\$109,100.00	\$5,332.27	\$106,645.40
21	Special Fire Hydrant/Blowoff Assembly, per Detail.	1	Ea.	\$4,500.00	\$4,500.00	\$4,378.00	\$4,378.00	\$7,534.70	\$7,534.70	\$7,880.00	\$7,880.00	\$8,575.75	\$8,575.75
22	Fire Hydrant Vertical Extension.	10	V.F.	\$1,100.00	\$11,000.00	\$984.00	\$9,840.00	\$2,283.05	\$22,830.50	\$1,800.00	\$18,000.00	\$1,163.45	\$11,634.50
23	Fire Hydrant Removal and installation.	1	Ea.	\$2,000.00	\$2,000.00	\$1,469.00	\$1,469.00	\$5,605.12	\$5,605.12	\$3,065.00	\$3,065.00	\$7,332.27	\$7,332.27
24	Salvage Existing Fire Hydrant and deliver to Owner's pipe yard.	4	Ea.	\$500.00	\$2,000.00	\$791.00	\$3,164.00	\$2,802.56	\$11,210.24	\$1,860.00	\$7,440.00	\$1,500.00	\$6,000.00
25	Gate Valve, 12-in, Resilient Seat.	30	Ea.	\$4,500.00	\$135,000.00	\$3,961.00	\$118,830.00	\$5,412.23	\$162,366.90	\$4,980.00	\$149,400.00	\$5,621.52	\$168,645.60
26	Gate Valve, 8-inch, Resilient Seat, Including Valve Box & Concrete Collar.	16	Ea.	\$2,800.00	\$44,800.00	\$2,233.00	\$35,728.00	\$3,653.46	\$58,455.36	\$2,600.00	\$41,600.00	\$2,919.69	\$46,715.04
27	Gate Valve, 6-inch, Resilient Seat, Including Valve Box & Concrete Collar.	2	Ea.	\$2,100.00	\$4,200.00	\$1,553.00	\$3,106.00	\$2,278.97	\$4,557.94	\$1,925.00	\$3,850.00	\$1,768.78	\$3,537.56
28	Gate Valve, 2-inch, Iron Body, Including Valve Box & Concrete Collar.	1	Ea.	\$1,750.00	\$1,750.00	\$1,027.00	\$1,027.00	\$2,927.61	\$2,927.61	\$1,925.00	\$1,925.00	\$1,196.12	\$1,196.12
29	Ball Valve, 2-inch, Brass Body, Including Valve Box & Concrete Collar	2	Ea.	\$475.00	\$950.00	\$456.00	\$912.00	\$1,219.64	\$2,439.28	\$1,840.00	\$3,680.00	\$672.90	\$1,345.80
30	Locate and Abandon Existing Valve & Box per Detail, if required.	22	Ea.	\$250.00	\$5,500.00	\$436.00	\$9,592.00	\$700.65	\$15,414.30	\$300.00	\$6,600.00	\$1,000.00	\$22,000.00



CERTIFIED BID TABULATION

Bid Opening Date: January 25, 2024

Meeting: February 15, 2024 Item 7.

WATER SYSTEM IMPROVEMENTS -
GRASSDALE ROAD WATER MAIN RELOCATION
PROJECT NO. 338-111

GRASSDALE ROAD WATER MAIN RELOCATION				HD Excavations & Utilities, LLC 516 Cole Creek Road Dallas, GA 30157		RDJE, Inc. 679 Highway 29 South Newnan, GA 30263		C.W. Matthews Contracting Co., Inc. 1600 Kenview Drive Marietta, GA 30060		North Georgia Pipeline, Inc. 85 Chestatee Industrial Park Dr Dahlonega, GA 30355		C.H. Kirkpatrick & Sons Welding Service, Inc. 4200 Hwy. 411 NE Rydal, GA 30171	
Item No.	Description	Approx. Quantity	Unit	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
31	Blow Off Valve Assembly, 8-inch x 12-inch per Detail. (DELETED)	1	Ea.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
32	Temporary 2-inch Blow Off Valve Assembly.	3	Ea.	\$2,000.00	\$6,000.00	\$5,274.00	\$15,822.00	\$5,734.34	\$17,203.02	\$6,900.00	\$20,700.00	\$6,778.68	\$20,336.04
33	Valve Marker.	30	Ea.	\$45.00	\$1,350.00	\$81.00	\$2,430.00	\$594.85	\$17,845.50	\$185.00	\$5,550.00	\$83.20	\$2,496.00
34	Air Release Valve Assembly, 1-inch, per Detail.	1	Ea.	\$3,850.00	\$3,850.00	\$14,622.00	\$14,622.00	\$14,300.48	\$14,300.48	\$5,520.00	\$5,520.00	\$5,978.13	\$5,978.13
35	Fill Valve Assembly, 1-1/2-inch, including taps, saddles, valves.	1	Ea.	\$4,500.00	\$4,500.00	\$4,086.00	\$4,086.00	\$7,698.34	\$7,698.34	\$6,070.00	\$6,070.00	\$4,048.87	\$4,048.87
36	Steel Casing, 20-inch, for Highway Crossing at Cassville Road.	50	L.F.	\$655.00	\$32,750.00	\$771.00	\$38,550.00	\$765.13	\$38,256.50	\$1,510.00	\$75,500.00	\$1,211.04	\$60,552.00
37	Casing-to-Fitting Restraint Device for 20-in casing with 12-in DIP.	2	Ea.	\$650.00	\$1,300.00	\$1,660.00	\$3,320.00	\$1,463.81	\$2,927.62	\$1,930.00	\$3,860.00	\$6,999.99	\$13,999.98
38	Freebore for 12-inch DIP Water Line under driveways.	380	L.F.	\$95.00	\$36,100.00	\$125.00	\$47,500.00	\$280.26	\$106,498.80	\$442.00	\$167,960.00	\$300.00	\$114,000.00
39	Freebore for 8-inch DIP Water Line under driveways.	70	L.F.	\$95.00	\$6,650.00	\$124.00	\$8,680.00	\$320.29	\$22,420.30	\$415.00	\$29,050.00	\$300.00	\$21,000.00
40	Pressure Tap Connection, 12-in DIP x 24-in DIP Tap at J.F. Harris Pkwy.	1	Ea.	\$42,000.00	\$42,000.00	\$28,810.00	\$28,810.00	\$41,726.73	\$41,726.73	\$38,000.00	\$38,000.00	\$34,103.69	\$34,103.69
41	Pressure Tap Connection, 8-inch CIP x 8-inch DIP Tap at Cassville Road.	1	Ea.	\$8,500.00	\$8,500.00	\$8,565.00	\$8,565.00	\$13,041.79	\$13,041.79	\$13,800.00	\$13,800.00	\$10,689.49	\$10,689.49
42	Pressure Tap Connection, 8-inch CIP x 8-inch DIP Tap at E. Iron Belt Road.	1	Ea.	\$8,500.00	\$8,500.00	\$8,565.00	\$8,565.00	\$13,041.79	\$13,041.79	\$13,800.00	\$13,800.00	\$10,689.49	\$10,689.49
43	Remove Plug and Connect to Existing 12-inch Tee.	1	Ea.	\$1,200.00	\$1,200.00	\$3,698.00	\$3,698.00	\$5,605.12	\$5,605.12	\$3,040.00	\$3,040.00	\$6,321.26	\$6,321.26
44	Remove Plug and Connect to Existing 8-inch Tee.	1	Ea.	\$1,000.00	\$1,000.00	\$3,698.00	\$3,698.00	\$5,605.12	\$5,605.12	\$3,040.00	\$3,040.00	\$6,169.65	\$6,169.65
45	Cut-In Connection, 12-inch x 12-inch, DIP, including pipe and sleeves.	1	Ea.	\$3,650.00	\$3,650.00	\$5,051.00	\$5,051.00	\$9,825.66	\$9,825.66	\$9,145.00	\$9,145.00	\$14,084.28	\$14,084.28
46	Cut-In Connection, 8-inch x 8-inch, DIP, including pipe and sleeves.	2	Ea.	\$3,650.00	\$7,300.00	\$4,559.00	\$9,118.00	\$9,309.34	\$18,618.68	\$8,625.00	\$17,250.00	\$13,250.99	\$26,501.98
47	Cut-In Connection, 6-inch x 6-inch, DIP & CIP, including pipe and sleeves.	10	Ea.	\$3,650.00	\$36,500.00	\$4,291.00	\$42,910.00	\$9,030.83	\$90,308.30	\$8,340.00	\$83,400.00	\$10,882.28	\$108,822.80
48	Cut & Plug Existing 8-inch Water Line to be abandoned.	1	Ea.	\$1,500.00	\$1,500.00	\$3,787.00	\$3,787.00	\$5,605.12	\$5,605.12	\$5,570.00	\$5,570.00	\$8,252.33	\$8,252.33
49	Cut & Plug Existing 6-inch Water Line to be abandoned.	4	Ea.	\$1,500.00	\$6,000.00	\$3,720.00	\$14,880.00	\$5,605.13	\$22,420.52	\$5,570.00	\$22,280.00	\$8,223.22	\$32,892.88
50	Cut & Plug Existing 2-inch Water Line to be abandoned.	1	Ea.	\$1,100.00	\$1,100.00	\$2,479.00	\$2,479.00	\$5,605.12	\$5,605.12	\$5,570.00	\$5,570.00	\$7,189.24	\$7,189.24
51	12-inch x 2-inch Tap, including Tapping Saddle.	1	Ea.	\$500.00	\$500.00	\$2,354.00	\$2,354.00	\$1,554.17	\$1,554.17	\$2,300.00	\$2,300.00	\$1,146.81	\$1,146.81
52	12-inch x 1-inch Tap, including Tapping Saddle and Corp. Stop.	18	Ea.	\$450.00	\$8,100.00	\$2,235.00	\$40,230.00	\$1,649.27	\$29,686.86	\$2,400.00	\$43,200.00	\$1,139.09	\$20,503.62
53	12-inch x 3/4-inch Tap, including Tapping Saddle and Corp. Stop.	46	Ea.	\$450.00	\$20,700.00	\$2,206.00	\$101,476.00	\$1,620.02	\$74,520.92	\$1,780.00	\$81,880.00	\$1,110.59	\$51,087.14
54	8-inch x 1-inch Tap, including Tapping Saddle and Corp. Stop.	2	Ea.	\$450.00	\$900.00	\$2,195.00	\$4,390.00	\$1,611.13	\$3,222.26	\$1,760.00	\$3,520.00	\$1,098.32	\$2,196.64
55	8-inch x 3/4-inch Tap, including Tapping Saddle and Corp. Stop.	1	Ea.	\$450.00	\$450.00	\$2,167.00	\$2,167.00	\$1,577.06	\$1,577.06	\$1,730.00	\$1,730.00	\$1,069.82	\$1,069.82
56	Y-Fitting for Service Lines, 1-inch x 1-inch x 1-inch.	3	Ea.	\$200.00	\$600.00	\$409.00	\$1,227.00	\$763.02	\$2,289.06	\$430.00	\$1,290.00	\$321.44	\$964.32
57	Y-Fitting for Service Lines, 1-inch x 3/4-inch x 3/4-inch.	2	Ea.	\$200.00	\$400.00	\$365.00	\$730.00	\$152.61	\$305.22	\$380.00	\$760.00	\$273.84	\$547.68
58	Copper Service Tubing, 1-inch. (Open cut)	1,250	L.F.	\$20.00	\$25,000.00	\$32.00	\$40,000.00	\$154.18	\$192,725.00	\$73.00	\$91,250.00	\$112.82	\$141,025.00
59	Copper Service Tubing, 3/4-inch. (Open cut)	410	L.F.	\$20.00	\$8,200.00	\$30.00	\$12,300.00	\$153.72	\$63,025.20	\$70.00	\$28,700.00	\$109.66	\$44,960.60
60	Service Tubing, 1-in, DR-9 Poly, CTS, on customer's property only.	250	L.F.	\$15.00	\$3,750.00	\$61.00	\$15,250.00	\$6.36	\$1,590.00	\$61.00	\$15,250.00	\$26.32	\$6,580.00
61	Service Tubing, 3/4-in, DR-9 Poly, CTS, on customer's property only.	100	L.F.	\$15.00	\$1,500.00	\$60.00	\$6,000.00	\$6.36	\$636.00	\$60.00	\$6,000.00	\$25.95	\$2,595.00



CERTIFIED BID TABULATION

Bid Opening Date: January 25, 2024

Meeting: February 15, 2024 Item 7.

WATER SYSTEM IMPROVEMENTS -
GRASSDALE ROAD WATER MAIN RELOCATION
PROJECT NO. 338-111

GRASSDALE ROAD WATER MAIN RELOCATION				HD Excavations & Utilities, LLC 516 Cole Creek Road Dallas, GA 30157		RDJE, Inc. 679 Highway 29 South Newnan, GA 30263		C.W. Matthews Contracting Co., Inc. 1600 Kenview Drive Marietta, GA 30060		North Georgia Pipeline, Inc. 85 Chestatee Industrial Park Dr Dahlonega, GA 30355		C.H. Kirkpatrick & Sons Welding Service, Inc. 4200 Hwy. 411 NE Rydal, GA 30171	
Item No.	Description	Approx. Quantity	Unit	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
62	2-inch PVC Service Line, SDR 21, including fittings.	150	L.F.	\$25.00	\$3,750.00	\$26.00	\$3,900.00	\$79.85	\$11,977.50	\$62.00	\$9,300.00	\$105.19	\$15,778.50
63	Replace and Relocate Existing 3/4-Inch Water Service.	71	Ea.	\$800.00	\$56,800.00	\$1,656.00	\$117,576.00	\$2,269.58	\$161,140.18	\$2,220.00	\$157,620.00	\$2,148.27	\$152,527.17
64	Replace and Relocate Existing 2 inch Commercial Water Service.	1	Ea.	\$7,500.00	\$7,500.00	\$6,751.00	\$6,751.00	\$10,066.25	\$10,066.25	\$6,900.00	\$6,900.00	\$9,315.66	\$9,315.66
65	Customer Cut-off Valve & Box for Recon. 3/4-in or 1-in Water Service.	5	Ea.	\$750.00	\$3,750.00	\$618.00	\$3,090.00	\$101.74	\$508.70	\$660.00	\$3,300.00	\$148.16	\$740.80
66	PRV for Reconnecting 3/4-inch or 1-inch Water Service.	5	Ea.	\$450.00	\$2,250.00	\$836.00	\$4,180.00	\$255.15	\$1,275.75	\$820.00	\$4,100.00	\$551.37	\$2,756.85
67	Concrete Anchor for 12-inch D.I. Pipe, per Detail.	3	Ea.	\$650.00	\$1,950.00	\$2,059.00	\$6,177.00	\$3,336.69	\$10,010.07	\$4,720.00	\$14,160.00	\$3,997.11	\$11,991.33
68	Concrete Anchor for 6-inch or 8-inch D.I. Pipe, per Detail.	4	Ea.	\$650.00	\$2,600.00	\$1,235.00	\$4,940.00	\$2,636.04	\$10,544.16	\$4,540.00	\$18,160.00	\$2,034.09	\$8,136.36
69	Polywrap 12-in or 8-in D.I. Pipe, Valves & Fittings.	600	L.F.	\$3.50	\$2,100.00	\$5.00	\$3,000.00	\$5.09	\$3,054.00	\$13.00	\$7,800.00	\$4.50	\$2,700.00
70	Concrete Encasement of Water Main, <u>only if directed by Engineer.</u>	20	C.Y.	\$450.00	\$9,000.00	\$420.00	\$8,400.00	\$407.19	\$8,143.80	\$520.00	\$10,400.00	\$600.00	\$12,000.00
71	Special Bedding or Special Backfill, Crushed Stone or GAB.	100	Ton	\$60.00	\$6,000.00	\$91.00	\$9,100.00	\$85.61	\$8,561.00	\$54.00	\$5,400.00	\$62.91	\$6,291.00
72	Driveway Pavement Replacement, per Driveway Pavement Detail.	800	L.F.	\$30.00	\$24,000.00	\$93.00	\$74,400.00	\$115.37	\$92,296.00	\$166.00	\$132,800.00	\$199.68	\$159,744.00
73	Public Road Pavement Replacement.	730	L.F.	\$95.00	\$69,350.00	\$124.00	\$90,520.00	\$105.68	\$77,146.40	\$220.00	\$160,600.00	\$284.06	\$207,363.80
74	Concrete Curb/Gutter Replacement, incl. saw cutting, & expansion joints.	50	L.F.	\$28.00	\$1,400.00	\$213.00	\$10,650.00	\$72.71	\$3,635.50	\$48.00	\$2,400.00	\$64.00	\$3,200.00
75	Remove 15-in CMP & replace with temp. 15-in HDPE drainage pipe.	20	L.F.	\$150.00	\$3,000.00	\$107.00	\$2,140.00	\$112.00	\$2,240.00	\$123.00	\$2,460.00	\$75.00	\$1,500.00
76	Final Cleanup and Permanent Grassing. (Not less than \$1.50/L.F.)	6,000	L.F.	\$3.00	\$18,000.00	\$3.00	\$18,000.00	\$3.97	\$23,820.00	\$3.00	\$18,000.00	\$7.51	\$45,060.00
77	Rock Excavation and Disposal. Not to Exceed \$85.00 per C.Y.	50	C.Y.	\$85.00	\$4,250.00	\$85.00	\$4,250.00	\$100.09	\$5,004.50	\$85.00	\$4,250.00	\$85.00	\$4,250.00
BID TOTAL				\$2,581,475.00		\$3,424,387.00		\$3,814,498.69		\$4,484,090.00		\$5,122,530.25	
Time to Substantial Completion (Calendar days)				200		200		200		200		360	
Final completion after date of Substantial Completion (Calendar days)				260		260		260		260		420	

This is to certify that this tabulation is a true and correct abstract of the bids received.

By:

Dated:



SWEITZER ENGINEERING, INC.

CONSULTING ENGINEERS

February 04, 2024

Mr. J. Sidney Forsyth, P. E.
Director, Cartersville Water Department
148 Walnut Grove Road, SE
Cartersville, Georgia 30120

Re: Water System Improvements – Grassdale Road Water Main Relocation
Engineer’s Project No. 338-111; Owner’s Project No. 505-332-54-1346

Dear Mr. Forsyth:

A total of five (5) contractor Bids were received for the referenced project and publicly opened on January 25, 2024, at 3:00 pm in City Council Chambers, City Hall, Cartersville, Georgia. A certified Bid Tabulation is enclosed.

The low bid was submitted by **HD-Excavations & Utilities, LLC, 516 Cole Creek Rd, Dallas, Georgia 30157, in the amount of \$2,581,475.00**. Because the low bid amount is approximately 25% lower than the second bid, we have investigated the low bidder’s experience record, current work load and general reputation, all with good result. We also interviewed the Bidder’s sole owner and were assured that the low bid was not the result of any mistake or oversight, and they intend to and are anxious to perform the work for the bid amount submitted. Accordingly, based upon our evaluations, we can recommend award to HD-Excavations & Utilities, LLC, **for the Total Bid of \$2,581,475.00**.

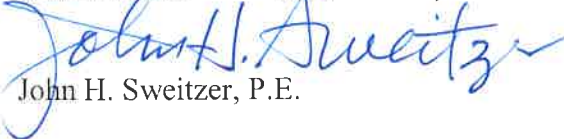
As with any unit price contract, the recommended award amount is the total of unit prices bid for the unit quantities used for bidding. The final contract amount may be more or less than the award amount, depending upon unit quantities actually installed and approved.

If you concur with this award recommendation, please return two (2) signed and dated originals of the enclosed Notice-of-Award to Sweitzer Engineering, Inc. We will then forward the Notices-of-Award to the Successful Bidder with four (4) sets of Project Manuals containing the Agreement and Surety Bond forms. The Successful Bidder will then have 15 days to return the executed Project Manuals to the City of Cartersville with signed Agreements and required bonds and insurance certificates.

Please call if you have questions. Thank you for this opportunity to serve the City of Cartersville.

Sincerely yours,

SWEITZER ENGINEERING, INC.



John H. Sweitzer, P.E.

Enclosures: Certified Bid Tabulation
Notice of Award forms, 5 copies

NOTICE OF AWARD

TO: HD Excavations & Utilities, LLC
516 Cole Creek Road
Dallas, Georgia 30157

Attn: Mr. Wesley Dickenson, Owner/Authorized Member

PROJECT DESCRIPTION: WATER SYSTEM IMPROVEMENTS – GRASSDALE ROAD WATER MAIN RELOCATION, Project No. 338-111

The OWNER considered the BID submitted by you on January 25, 2024, for the above-described Work in response to its Invitation to Bid and Instructions to Bidders.

You are hereby notified that your BID has been accepted in the Total Bid amount of **\$2,581,475.00** for the Work on a unit price basis.

You are required by the Instructions to Bidders to execute the Agreement and furnish the required CONTRACTOR'S Performance Bond, Payment Bond, and certificates of insurance within fifteen (15) calendar days from the date of receipt of this Notice to you.

Should you fail to execute said Agreement and to furnish said BONDS within fifteen (15) days from the date of receipt of this Notice, said OWNER will be entitled to consider all your rights arising out of the OWNER'S acceptance of your BID as abandoned and as a forfeiture of your Bid Bond. The OWNER will be entitled to such other rights as may be granted by law.

CITY OF CARTERSVILLE, GEORGIA (OWNER)

By: _____
Matt Santini, Mayor

By: _____
Julia Drake, City Clerk

Dated: _____

Dated: _____

ACCEPTANCE OF NOTICE

Receipt of the above NOTICE OF AWARD is hereby acknowledged.

HD EXCAVATIONS & UTILITIES, LLC, (CONTRACTOR)

This the _____ day of _____, 2024.

By: _____ Title: _____

(Please return one acknowledged and dated copy of this NOTICE OF AWARD to the ENGINEER.)



CITY COUNCIL ITEM SUMMARY

MEETING DATE:	February 15, 2024
SUBCATEGORY:	Bid Award/Purchases
DEPARTMENT NAME:	Administration
AGENDA ITEM TITLE:	Guardrail repair (330 N. Erwin Street)
DEPARTMENT SUMMARY RECOMMENDATION:	This is a request to approve the quotation to repair a damaged guardrail at 330 N. Erwin Street. Martin-Robbins Fence Company has provided a quote to repair the damage in the amount of \$8,295.00. We will pay Martin-Robbins for their repair work and pursue the responsible party's insurance company for reimbursement of our cost.
LEGAL:	N/A

QUOTATION

Meeting: February 15, 2024 Item8.

MARTIN-ROBBINS FENCE CO., INC

DATE February 8, 2024

2025 WESTSIDE COURT
SNELLVILLE, GA 30078

Ph: 770-972-8141
Fax: 770-985-6838

To DARRELL ELROD
CITY OF CARTERSVILLE P.W.
CARTERSVILLE GA

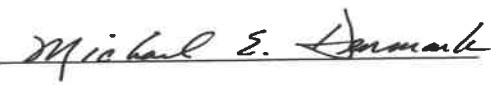
RE: GUARDRAIL REPAIR
NORTH ERWIN STREET
CARTERSVILLE GA

Ph: 770-655-4275

ITEM	Description	Unit	Quantity	Unit PRICE	Total
	TO FURNISH ALL LABOR, MATERIAL, EQUIPMENT AND TRAFFIC CONTROL NEEDED TO COMPLETE THE FOLLOWING				\$ -
	REMOVE AND DISPOSE OF DAMAGED MATERIAL, INSTALL FIRST 4 POSTS, STRUT, IMPACT HEAD & THE FIRST 2 PIECES OF ANCHOR RAIL & CABLE ASSEMBLY IN THE TYPE 12 APPROACH ANCHOR , ADJUST TO STANDARDS	LS	1.00	\$8,295.00	\$ 8,295.00
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
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NOTES: PRICE DOES NOT INCLUDE ANY GRADING, GRASSING, CONCRETE ASPHALT, OR EARTHWORK					TAX
					Shipping
					TOTAL \$ 8,295.00

Estimate authorized by

Name: MICHAEL DENMARK Date: February 8, 2024

Title: SALESMAN Signature: 



CITY COUNCIL ITEM SUMMARY

MEETING DATE:	February 15, 2024
SUBCATEGORY:	Contracts/Agreements
DEPARTMENT NAME:	Administration
AGENDA ITEM TITLE:	SpryPoint Customer Portal Cogsdale Integration Document
DEPARTMENT SUMMARY RECOMMENDATION:	SpryPoint has provided a Cogsdale Integration document that needs Council approval and an authorized signature from the Mayor.
LEGAL:	N/A



SpryPoint

SMART SOLUTIONS FOR SMART UTILITIES

SpryEngage - Cogsdale Integration Business Requirements Document

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Authors

Name	Role
Rafael Cuartas	Product Owner

Document History

Date	Version
Dec 01, 2023	1.0 - Initial content

Statement of Confidentiality

The contents of this report are confidential and are supplied on the understanding that they will be held confidentially and not disclosed to third parties without the prior written consent of SpryPoint.

Integration Details

Description from Statement of Work

This document outlines the functional requirements for the seamless integration between SpryEngage (Customer Portal System) and Cogsdale CSM (Customer Service Management system). The core objective of this integration is to establish a near real-time communication link, ensuring swift and accurate synchronization of vital data elements from Cogsdale to SpryEngage. It focuses on the synchronization of critical datasets such as Customer Information, Location Details, Account Specifics, Metering Information, Service Records, Consumption Data, and Email Correspondence, ensuring that both systems are aligned with updated and cohesive information.

Background and Business Value

The integration between SpryEngage and Cogsdale CSM ensures seamless data flow and accessibility of critical customer data. By enabling synchronization every five minutes, this integration empowers SpryEngage with up-to-date information regarding customer accounts, locations, metering details, service records, consumption data, and email correspondence.

This facilitates robust customer service and engagement by providing CSRs with immediate access to pertinent customer information, improving response times, and enhancing the overall customer experience.

Business Requirements

1. Customer Information Sync

- SpryEngage will retrieve essential customer information from Cogsdale CSM to maintain updated and comprehensive customer profiles.

Customer Data Retrieved:

- **Customer ID:** A unique identifier associated with each customer record within Cogsdale CSM.
 - **First and Last Name / Company Name:** Essential personal or corporate identification details of the customer.
 - **Place of Work:** Information specifying the customer's workplace or affiliation.
 - **Phone Numbers:** Registered customer phone numbers.
 - **Email Address:** The registered email address of the customer within the Cogsdale CSM system.
 - **Customer Type (or Class ID):** Classification or categorization assigned to customers within Cogsdale CSM, providing specific groupings or classifications.
- Ensure synchronization occurs at five-minute intervals to maintain updated and accurate customer information.

2. Location Information Sync

- SpryEngage will retrieve essential location details from Cogsdale CSM to maintain an updated repository of location-based information.

Location Information Retrieved:

- **Location ID:** Retrieve a unique identifier for each location record in Cogsdale CSM.
- **Service Address:** Acquire the service address associated with each location record.
- **Service Type:** Receive information about the service type and its corresponding start and end dates.
- **Service Type Status:** Capture the status indicating whether the service type is active or inactive.

- **Premise Type (Location Class):** Obtain information about the premise type or location class for categorization purposes.
- **Geographical Coordinates:** Receive information about the geographical coordinates for mapping purposes.

3. Account Information Sync

- SpryEngage will retrieve essential account-related data from Cogsdale CSM to maintain an updated and comprehensive repository of account information.

Account Information Retrieved:

- **Customer Number:** Retrieve the unique identification number associated with each customer..
- **Account Dates:** Obtain the account's start and end dates, delineating the period of account existence. This will show the record of the customer's start and end date at each location.
- **Account Status:** Capture the account status to indicate whether it's active or inactive.
- **Statement History:** Retrieve statement amounts and their corresponding due dates linked with the respective accounts.
- **Payment History:** Capture the history of payments made on the customer's account.
- **Current Balance:** Obtain the current outstanding balance on the account.
- **Total and Past Due Amount:** Retrieve the total amount due and any past due amounts associated with the account.

4. Metering Information Sync

- SpryEngage will retrieve essential meter-related data from Cogsdale CSM to effectively manage and display basic meter information.

Metering Information Retrieved:

- **Meter Identification:** Retrieve the unique identification number associated with each meter.
- **Manufacturer:** Obtain details regarding the manufacturer of the meter.

- **Phases:** Capture information regarding the phases the meter supports or functions with.
- **Dial Count:** Retrieve the count or number of dials associated with the meter.
- **Smart Meter Flag:** Capture whether the meter is a smart meter or not, based on the information available from Cogsdale CSM.
- **Transponder ID:** Obtain the unique identification number associated with the transponder linked to the meter.
- **Installation and Removal Dates:** Capture the dates when the meter was installed and, if applicable, when it was removed or replaced.
- **Meter Status:** Retrieve the current status of the meter, indicating whether it's installed or uninstalled.

5. Service Record Sync

- SpryEngage will retrieve service record information from Cogsdale CSM to provide comprehensive service details.

Service Record Information Retrieved:

- **Location Number:** Retrieve the unique identification number associated with the location or premise where the service is provided.
- **First Connected Date:** Capture the date when the service was initially connected or activated.
- **Last Disconnect Date:** If applicable, capture the date when the service was disconnected or terminated.
- **Service Type:** Obtain details regarding the type or nature of the service provided to the location.
- **Connection Sequence:** Capture the sequence or order in which the service was connected among multiple services at the location.

6. Consumption Information Sync

- SpryEngage will retrieve meter consumption data from Cogsdale CSM to track and display consumption-related details accurately.

Consumption Information Retrieved:

- **Reading Date:** Retrieve the date on which the meter reading was taken, indicating the specific time of consumption measurement.

- **Consumption and Consumption Multiplier:** Capture the total consumption value and its multiplier to accurately represent the consumption volume.
- **Reading:** Obtain the actual meter reading value recorded during the specified reading date.

7. Email Sync

- SpryEngage is required to seamlessly synchronize email correspondence between Cogsdale CSM and its platform, ensuring comprehensive storage, contact updates, and synchronization of new email addresses for efficient access and management.

Details:

- **Email Retrieval and Storage:** SpryEngage will retrieve all emails from Cogsdale CSM and securely store them within its system for future reference and efficient management.
- **Contact Database Management:** Based on the received email information, SpryEngage will update existing Customer contacts with any new data and create additional contacts for newly received email addresses. This practice ensures the maintenance of an accurate and up-to-date database of contacts associated with received emails.
- **Synchronization of New Email Addresses:** When new email addresses are created within SpryEngage, the new email data is synchronized and sent back to Cogsdale CSM. This process aims to maintain consistency and comprehensive data records across both platforms.

8. Phone Number Two-Way Sync

- SpryEngage must facilitate a seamless two-way synchronization of phone numbers between Cogsdale CSM and its platform, enabling customers to edit existing numbers and add new ones. The synchronization should ensure the accurate exchange of phone number data while maintaining consistency and preventing inadvertent overwrites.

Details:

- **Edit Existing Phone Numbers:** Customers using SpryEngage can edit phone numbers already present in Cogsdale CSM. Any changes made in SpryEngage will be sent to CSM to ensure synchronization of updated information.
- **Addition of New Phone Numbers:** Customers can add new phone numbers in SpryEngage, and if these new numbers are later added in Cogsdale CSM, they become eligible for editing within SpryEngage. However, if a phone number does not already exist in CSM, any edits or additions of new numbers within SpryEngage will be overwritten in the Cogsdale - Engage sync cycle, which occurs every five minutes.

Dependencies

The access, readiness, and stability of the Cogsdale CSM platform are crucial for seamless data reception and processing. Collaboration between the SpryEngage development team and Cartersville is essential to access the Cogsdale system environment. This collaboration aims to analyze, map, and retrieve data from the Cogsdale system. Any technical issues or system downtime on the CSM side could hinder the synchronization process and data flow.

The integration's effectiveness relies heavily on the consistency and accuracy of data stored in both SpryEngage and Cogsdale CSM. Ensuring uniformity and correctness of data across both platforms is paramount. Discrepancies, inconsistencies, or data quality issues may cause synchronization errors and misinterpretation of information.

Assumptions

It is assumed that paperless billing subscriptions are actively maintained within Invoice Cloud, and the generation of paperless billing notifications is conducted from the Invoice Cloud platform. SpryEngage will support paperless bill subscriptions via Invoice Cloud iframe integration. To avoid redundancy, paperless billing notifications will be disabled in SpryEngage.

The credit card autopay functionalities are appropriately configured and operational within Invoice Cloud. This integration will facilitate customers' ability to set up and manage recurring payments seamlessly.

Gap Analysis

This section highlights what SpryEngage currently lacks to meet new project requirements. It identifies specific missing features and outlines the needed actions for meeting the requirements.

1. Account Information Retrieved - Total and Past Due Amount

The requirement entails the retrieval of both the total amount due and any outstanding past due amounts associated with customer accounts.

Gap

The default SpryEngage-Cogsdale procedure retrieves and displays only the account total amount due. It lacks the functionality to specifically extract and exhibit information pertaining to past due amounts associated with customer accounts

Action Required

To meet this requirement, SpryEngage requires enhancements to its functionality to retrieve and display past due amounts. Development efforts are necessary to modify the data retrieval mechanism, allowing SpryEngage to access and present both the total and past due amounts for customer accounts retrieved from Cogsdale.

2. Active Autopay ACH Subscriptions

Initially, SpryEngage was anticipated to exclusively engage with Invoice Cloud's credit card autopay feature, based on the assumptions outlined in the SOW. However, there's a recognition that some existing customers have active

ACH/NACHA-based Autopay subscriptions stored within Cogsdale. This requirement aims to confirm SpryEngage's need to access and display information regarding active ACH-based autopay subscriptions stored in Cogsdale. For new Autopay subscriptions, only the Invoice Cloud autopay feature supporting Credit Card payments should be presented.

Gap

SpryEngage currently possesses the functionality required to support this feature, albeit necessitating proper system configuration and sync procedures to align with the desired behavior.

Action Required

Proper system configuration and sync procedures are required to ensure SpryEngage aligns with the expected behavior for displaying and managing active ACH-based autopay subscriptions, while allowing new subscriptions to go to the Invoice Cloud autopay feature.

3. Synchronization of New Email Addresses

The requirement entails the synchronization of newly created email addresses from SpryEngage to Cogsdale CSM. This process aims to maintain unified and comprehensive data records between the platforms.

Gap

Currently, SpryEngage lacks the functionality to synchronize new email addresses back to Cogsdale CSM. The absence of this synchronization is due to potential concerns related to data reconciliation and overwriting issues.

Action Required

Should this synchronization be deemed necessary, collaborative efforts with the Cartersville team are imperative. The aim is to define and outline a synchronization process that ensures seamless data transmission without compromising data integrity or encountering reconciliation challenges. This process should carefully avoid data overwriting issues while establishing a robust data synchronization pathway between SpryEngage and Cogsdale CSM.

4. Electric Readings

SpryEngage's Meter Usage Profile graph currently displays the account energy consumed (kWh) using a single unit of measurement (UOM) across all customers. However, it lacks the ability to showcase critical power-related data such as instantaneous power (kW), Kilovolt-Ampere Reactive (kVAR), and net metering specifics like delivered and received energy, which are stored in SpryIDM.

Gap

The existing Meter Usage Profile graph in SpryEngage falls short in graphing and exhibiting essential power-related metrics available in SpryIDM, creating a limitation in presenting comprehensive energy consumption data to users.

Action Required

Dedicated development work is needed to expand SpryEngage's graphing capabilities to include additional power data such as instantaneous power, kVAR, and net metering metrics.

5. Gas Readings

SpryIDM manages and stores gas consumption data, encompassing volume measurements like Thousands/Hundreds of Cubic Feet (MCF/CCF) representing total gas consumption per interval. Cartersville is expecting that for some customers the usage data is presented in MCF, while for some others data is shown as CCF.

Gap

The current representation of Meter Usage data in SpryEngage uses a single unit of measurement (UOM) for all customers, lacking the flexibility to display varied units based on meter specifications or customer types. This limitation restricts the platform's ability to accommodate differing volume measurements for commercial and residential customers as per their respective gas usage units.

Action Required

Implementing the ability to display Gas Consumption data in multiple units on a customer basis, requires specific development work within SpryEngage's Meter Usage and Consumption Profile data presentation.

Out of Scope

#	Item
1	Additional functionalities beyond the specified data attributes.

Outstanding Decisions & Questions

#	Question
1	

Project Impacts

Testing

Scenarios to test:

1. Data Synchronization Testing

Verify the synchronization frequency by initiating changes in Cogsdale CSM and assessing how quickly SpryEngage reflects these modifications.

2. Data Consistency and Accuracy Testing

Verify that all customer data elements that have been consumed by the SpryEngage application as they appear in Cogsdale. While not limited to these data elements, it will be important to verify billed consumption amounts as well as the historic customer - location data.

3. Functional Integration Testing

Perform end-to-end testing of functionalities (e.g., Customer Information Sync, Account Information Sync) and validate their execution between SpryEngage and Cogsdale CSM.

4. Email Sync Testing

Send emails from Cogsdale CSM to SpryEngage and verify their synchronization and accurate storage within SpryEngage.

5. Phone Number Two-Way Sync Testing

Edit phone numbers in SpryEngage and Cogsdale CSM and confirm that changes sync both ways without inconsistencies.

Document Approval

The City of Cartersville has had the opportunity to review this report and at this time finds no issue with the content.

City of Cartersville Approved by:

Signature of Authorized Representative of
the City of Cartersville

Name (print):

Date: _____

SpryPoint Accepted by:

Name (print):

Date: _____



CITY COUNCIL ITEM SUMMARY

MEETING DATE:	February 15, 2024
SUBCATEGORY:	Other
DEPARTMENT NAME:	Administration
AGENDA ITEM TITLE:	Mayor and City Council 2024 Visioning Goals
DEPARTMENT SUMMARY RECOMMENDATION:	Attached are the goals that were developed during our recent Visioning Session. The goals included projected timeline and funding sources and in order for the City Manager to move forward on these projects, I wanted to get the go ahead from the Mayor and City Council that these are goals that you feel are important for us to accomplish in the year ahead. Please adjust as you feel necessary, so we can move forward to accomplish these goals.
LEGAL:	N/A

Mayor and City Council's Goals for 2024

Goal	Cost	Funding Source	Timeline/ Update
<p>Old Fire Station Move forward with the plan to:</p> <ul style="list-style-type: none"> a) Tear down the old Fire Station. b) Look into the option of constructing a 3-story building to occupy Customer Service, Planning and Development, Municipal Court and Council Chambers. c) Investigate dividing/expanding room options for the meeting areas. d) Possibly tear down City Hall to serve as more parking. e) Payment options/need for a drive-through will be investigated. f) Replicate the front Erwin Street façade as tribute to the Old Fire Station. 	\$4 Million	Reserve Funds/ Highlands 75 Industrial Park Land Sales	18 to 24 months
<p>Tennessee Street Recreation Center Move forward with the development plans and construction of the Tennessee Street Recreation Center.</p> <p>Additional plans that stemmed from the conversion:</p> <ul style="list-style-type: none"> a) Look at the overall site to see if additional space is needed for outdoor recreational uses and entrance and exit of site. b) Investigate other outdoor recreation uses (ex. Walking trails) and connectivity. 	\$22 Million	2020 SPLOST/ Reserve Funds/ Highlands 75 Industrial Park Land Sales	18 to 24 months
<p>Tennessee Street Roundabout Move forward with the Tennessee Roundabout.</p>	\$2.5 Million	Reserve Funds/GDOT	12 to 18 months
<p>Depot Renovation for Downtown Restrooms Determine best design plan option to add (4) restrooms to the Depot and move forward on this project.</p>	\$350,000.00	Tourism Product Development Funds	6 to 9 months
<p>Softball Fields Move forward on the renovation of the two fields at Dellinger Park. These fields will primarily be dedicated to the Middle and High School softball teams.</p>	\$1 to \$1.5 million	Reserve Funds	9 to 12 months
<p>Golf Cart / Travel Offer safe ways to travel whether it is on foot or golf cart.</p> <ul style="list-style-type: none"> a) Provide a golf cart mapping system, with routes the public should travel to avoid State Routes. b) Educate the public on the allowed use of golf carts. <p>Survey city streets and create a list of areas where we have gaps in our sidewalks.</p>	N/A	General Fund	3 Months

Goal	Cost	Funding Source	
Civic Center RFP Explore possibilities for site development. The City Council leaned toward governmental use.	N/A	General Fund	12 Months
TAD Investigate incentives to offer to the downtown area to promote growth opportunities.	Depends on the type of incentives offered.	Operating Revenues/Reserve Funds	Ongoing
Aquatics Center a) Investigate how other local pools were funded and have a conversation with the school. b) Gather input from the Community through the Citizens Survey.			3 Months
EMS Continue to explore options to decrease the wait time of ambulance services particularly for our Police and Fire personnel.	\$300,000.00 to \$400,000.00	General Fund/ 2026 SPLOST	1 to 3 years
2026 SPLOST City Council was content with the list provided and will provide input of other potential projects. The list will need to be completed by June. Some of the items included on the SPLOST list were discussed, including: <ul style="list-style-type: none"> • Construction of Solid Waste Transfer Station- If we have our own station, we can increase the longevity of vehicles by dedicating one truck to make deliveries and would be beneficial overall. • Airport Hangar- Construct more hangars and fill the ditches. This investment will help the city overall as the Airport would receive more hanger rental revenue. • Training Center- Construction of a Training Center on Harris Street would allow us to meet burn certification requirements, avoid scheduling conflicts, and offers closer proximity to town. 	N/A	SPLOST	3 to 5 Months



CITY COUNCIL ITEM SUMMARY

MEETING DATE:	February 15, 2024
SUBCATEGORY:	Monthly Financial Report
DEPARTMENT NAME:	Finance
AGENDA ITEM TITLE:	December 2023 Financial Report
DEPARTMENT SUMMARY RECOMMENDATION:	Attached are the financial reports for December 2023.
LEGAL:	N/A

MONTHLY SUMMARY
As of December 31, 2023

	FY 2022-23 MONTH OF December-22	FY 2023-24 MONTH OF December-23	FY 2022-23 Year to Date December-22	FY 2023-24 Year to Date December-23	100.00% OF BUDGET (Year to Date)
GENERAL FUND <i>excluding SPLDST, DDA & School System Property Tax Revenue & Expenditures</i>					
REVENUE	\$2,532,261	\$3,171,931	\$22,567,906	\$25,414,410	63.74%
EXPENDITURE	\$3,011,258	\$2,415,542	\$15,594,658	\$19,413,587	48.69%
Gen. Fund Net Profit (Loss)	(\$478,997)	\$756,389	\$6,973,248	\$6,000,823	
WATER & SEWER					
REVENUE	\$2,421,203	\$2,991,293	\$15,358,488	\$17,041,637	38.04%
EXPENDITURE	\$2,624,974	\$3,878,997	\$9,573,755	\$17,167,021	38.32%
Wtr. & Swr. Fund Net Profit (Loss)	(\$203,771)	(\$887,704)	\$5,784,733	(\$125,384)	
As of December 30, 2023 a total of \$1,314,933 in capital expenses were funded with Series 2018 Water and Sewer Bond proceeds					
GAS					
REVENUE	\$3,839,103	\$3,000,585	\$24,599,598	\$14,041,048	28.96%
EXPENDITURES	\$3,927,535	\$2,321,287	\$23,621,439	\$13,454,586	27.75%
Gas Fund Net Profit (Loss)	(\$88,432)	\$679,298	\$978,159	\$586,462	
ELECTRIC					
REVENUE	\$4,336,737	\$4,376,583	\$29,082,128	\$30,120,304	47.85%
EXPENDITURES	\$4,150,434	\$4,510,994	\$28,658,430	\$29,893,779	47.49%
Electric Fund Net Profit (Loss)	\$186,303	(\$134,411)	\$423,698	\$226,525	
STORMWATER					
REVENUE	\$132,990	\$144,485	\$791,540	\$911,694	57.63%
EXPENDITURE	\$151,794	\$81,554	\$657,768	\$683,166	43.18%
Stormwater Fund Net Profit (Loss)	(\$18,804)	\$62,931	\$133,772	\$228,528	
SOLID WASTE					
REVENUE	\$560,325	\$296,047	\$1,949,054	\$2,018,739	57.69%
EXPENDITURE	\$385,786	\$233,140	\$1,591,777	\$1,829,197	52.28%
Solid Waste Fund Net Profit (Loss)	\$174,539	\$62,907	\$357,277	\$189,542	
FIBER OPTICS					
REVENUE	\$226,988	\$235,399	\$2,282,598	\$1,328,187	50.69%
EXPENDITURE	\$264,908	\$316,809	\$1,236,111	\$1,278,670	48.80%
Fiber Fund Net Profit (Loss)	(\$37,920)	(\$81,410)	\$1,046,487	\$49,517	

	Description	12/31/2023	FY 2024 Budget	% of Monthly Totals to Budget
General Fund	Total Revenues	\$25,414,411	\$39,874,050	63.74%
	GO Bond Proceeds from School	\$0	\$0	#DIV/0!
	Property Taxes-City Portion Only	\$5,488,371	\$6,422,485	85.46%
	Local Option Sales Tax (LOST)	\$4,384,315	\$7,208,530	60.82%
	Other Taxes	\$6,043,103	\$11,006,185	54.91%
	Building Permit & Inspection Fees	\$789,094	\$400,000	197.27%
	Fines and Forfeitures	\$467,931	\$400,000	116.98%
	Operating Transfers In-City Utilities	\$2,397,329	\$4,619,200	51.90%
	Other Revenues	\$2,909,468	\$5,848,050	49.75%
	School Bonds	\$2,934,800	\$3,969,600	73.93%
	Total Expenditures	\$19,413,588	\$39,874,050	48.69%
	Personnel Expenses	\$11,208,848	\$21,597,240	51.90%
	Operating Expenses	\$4,210,640	\$9,881,120	42.61%
	Capital Expenses	\$824,550	\$4,105,390	20.08%
	GO Bond Expense for School	\$2,934,800	\$3,819,600	76.84%
	Library Appropriations	\$234,750	\$470,700	49.87%
Water & Sewer Fund	Total Revenues	\$17,041,637	\$44,800,765	38.04%
	Water Sales	\$9,484,287	\$16,950,000	55.95%
	Sewer Sales	\$5,506,265	\$8,900,000	61.87%
	Bond Proceeds	\$0	\$2,000,000	0.00%
	Use of Reserves	\$0	\$12,740,000	0.00%
	Prior Year Capacity Fees	\$0	\$2,650,000	0.00%
	Other Revenues	\$2,051,085	\$1,560,765	131.42%
	Total Expenditures	\$17,167,021	\$44,800,765	38.32%
	Personnel Expenses	\$2,263,780	\$4,441,615	50.97%
	Operating Expenses	\$2,539,573	\$5,334,125	47.61%
	Capital Expenses	\$8,175,646	\$26,452,180	30.91%
Capital Expenses (Bond Funds)	\$1,314,933	\$2,000,000	65.75%	
Transfer To General Fund	\$1,476,810	\$2,953,620	50.00%	
Debt Payments	\$1,396,279	\$3,619,225	38.58%	
Gas Fund	Total Revenues	\$14,041,048	\$48,484,010	28.96%
	Gas Sales	\$12,613,495	\$36,355,020	34.70%
	Gas Commodity Charge	\$726,745	\$1,495,800	48.59%
	Bond Proceeds	\$0	\$0	#DIV/0!
	Proceeds from Capital Leases	\$0	\$0	#DIV/0!
	Other Revenues	\$700,808	\$960,115	72.99%
	Use of Reserves	\$0	\$9,673,075	0.00%
	Contributions from Other Funds	\$0	\$0	#DIV/0!
	Total Expenses	\$13,454,586	\$48,484,010	27.75%
	Personnel Expenses	\$1,323,232	\$2,494,780	53.04%
	Operating Expenses	\$956,111	\$1,782,945	53.63%
	Purchase of Natural Gas	\$7,045,690	\$25,500,000	27.63%
	Transfer to General Fund	\$1,979,052	\$3,958,105	50.00%
Debt Service	\$429,500	\$819,300	52.42%	
Capital Expenses	\$1,721,001	\$13,928,880	12.36%	

	Description	12/31/2023	FY 2024 Budget	% of Monthly Totals to Budget	
Electric Fund	Total Revenues	\$30,120,304	\$62,949,910	47.85%	
	Electric Sales	\$29,225,747	\$59,339,880	49.25%	
	Other Revenues	\$894,557	\$1,760,030	50.83%	
	Use of Reserves	\$0	\$1,850,000		
	Total Expenses	\$29,893,779	\$62,949,910	47.49%	
	Personnel Expenses	\$1,526,100	\$2,896,230	52.69%	
	Operating Expenses	\$972,614	\$1,956,170	49.72%	
	Purchase of Electricity	\$23,792,488	\$46,938,660	50.69%	
	Capital Expenses	\$1,808,600	\$7,570,895	23.89%	
	Transfer to General Fund	\$1,793,977	\$3,587,955	50.00%	
Stormwater Fund	Total Revenues	\$911,694	\$1,582,000	57.63%	
	Stormwater Revenues	\$808,331	\$1,568,000	51.55%	
	Mitigation Grant Revenue	\$0	\$0	#DIV/0!	
	Other Revenues	\$31,614	\$14,000	225.81%	
	Proceeds from Capital Leases	\$71,749	\$0	#DIV/0!	
	Use of Reserves	\$0	\$0	#DIV/0!	
	Stormwater Improvement Funds	\$0	\$0	#DIV/0!	
	Total Expenses	\$683,166	\$1,582,000	43.18%	
	Personnel Expenses	\$380,849	\$853,120	44.64%	
	Operating Expenses	\$230,568	\$456,570	50.50%	
Capital Expenses	\$71,749	\$272,310	26.35%		
Solid Waste Fund	Total Revenues	\$2,018,739	\$3,499,000	57.69%	
	Refuse Collections Revenues	\$1,704,337	\$3,470,000	49.12%	
	Other Revenues	\$25,479	\$29,000	87.86%	
	Proceeds From Capital Leases	\$288,923	\$0	#DIV/0!	
	Total Expenses	\$1,829,197	\$3,499,000	52.28%	
	Personnel Expenses	\$734,682	\$1,437,430	51.11%	
	Operating Expenses	\$892,576	\$1,814,735	49.18%	
	Capital Expenses	\$201,939	\$246,835	81.81%	
	Fiber Optics Fund	Total Revenues	\$1,328,187	\$2,620,325	50.69%
		Fiber Optics Revenues	\$1,219,889	\$2,410,525	50.61%
GIS Revenues		\$58,250	\$115,500	50.43%	
Proceeds from Capital Leases		\$0	\$0	#DIV/0!	
Other Revenues		\$50,048	\$94,300	53.07%	
Total Expenses		\$1,278,670	\$2,620,325	48.80%	
Personnel Expenses		\$503,965	\$1,017,985	49.51%	
Operating Expenses		\$626,659	\$1,012,070	61.92%	
MEAG Telecom Statewide Pyrmt		\$0	\$0	0.00%	
Debt Payment		\$4,810	\$5,725	0.00%	
Capital Expenses	\$35,992	\$370,060	9.73%		
Transfers to General Fund	\$107,244	\$214,485	50.00%		

Cash Position	6/30/23	7/31/23	8/31/23	9/30/23	10/31/23	11/30/23	12/31/23
Total Unrestricted Cash Balance	\$86,014,423.75	\$83,843,178.12	\$84,297,670.05	\$84,090,744.34	\$87,776,683.79	\$88,725,501.76	\$88,746,327.86
Total Restricted Cash Balance	\$201,845,990.22	\$203,713,010.57	\$203,372,292.15	\$202,519,636.22	\$202,616,905.95	\$204,165,891.34	\$203,912,318.14
Cash Position		1/31/24	2/28/24	3/31/24	4/30/24	5/31/24	6/30/24
Total Unrestricted Cash Balance							
Total Restricted Cash Balance							

Highlights for the Month of December 2023:
 Unrestricted cash increased due to increases in the General, Gas, Solid Waste, and Stormwater Funds, while decreases occurred in the Water, Grant, Electric, Fiber, Insurance, and Garage funds.
 Restricted cash decreased due to increases in the SPLOST 2020, TPD, Hotel-Motel Tax, and Motor Vehicle Tax Funds, while decreases occurred in the ARPA, GO Parks and Rec Bond, and DEA Funds.

SPLOST Account Balances	
SPLOST 2014	\$231,991.10
SPLOST 2020	\$11,864,809.86