



**CARTERSVILLE
CITY COUNCIL MEETING**
Council Chambers, Third Floor of City Hall
Thursday, December 21, 2023 at 7:00 PM

AGENDA

COUNCILPERSONS:

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

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. December 7, 2023

APPOINTMENTS

- 2. Convention and Visitor Bureau
- 3. Bartow – Cartersville Second Joint Development Authority
- 4. Recreation Advisory Board

SECOND READING OF ORDINANCES

- 5. Employee Benefits
- 6. Adult Entertainment Establishment
- 7. Pouring License Requirements

PUBLIC HEARING - 1ST READING OF ZONING/ANNEXATION REQUESTS

8. SU23-02. 645 Henderson Dr. Applicant: Richard Wiernek

RESOLUTIONS

9. Capital Improvements Element (CIE) and Community Work Program (CWP) Annual Update and Corresponding Transmittal Resolution

CONTRACTS/AGREEMENTS

10. 15 Spring Street: Lien Release
11. Fire Station #5: Early Site Release GMP Estimate

BID AWARD/PURCHASES

12. Replacement of Two Pick-up Trucks
13. PPE Purchase for Recruits
14. GMA Membership Dues
15. Everbridge Notification System Renewal
16. Firefighters Cancer Insurance Policy Renewal
17. Water Meters for Stock

CHANGE ORDER

18. Atco-Pettit Creek & JDC Sewer change Order

CERTIFICATION

19. LAP Certification-Letter of Understanding

MONTHLY FINANCIAL STATEMENT

20. October 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:	December 21, 2023
SUBCATEGORY:	Council Minutes
DEPARTMENT NAME:	Planning and Development
AGENDA ITEM TITLE:	December 7, 2023
DEPARTMENT SUMMARY RECOMMENDATION:	The Council Minutes from December 7, 2023 have been uploaded for your review and approval.
LEGAL:	NA

City Council Meeting
City Hall – Council Chambers
December 7, 2023
8:00 A.M. – Work Session
9:00 A.M. – Council Meeting

WORK SESSION

Mayor Matthew Santini opened Work Session at 8:05 A.M. Council Members discussed each item from the agenda with corresponding Staff Members.

Council Member Fox made a motion to enter Executive Session for the purpose of Potential Litigation. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 4-0 with Mayor Santini voting.

Mayor Santini closed Work Session at 8:43 A.M.

OPENING MEETING

Mayor Santini called the Council Meeting to order at 9:02 A.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: Jayce Stepp, Council Member Ward Two; Cary Roth, Council Member Ward Three; Calvin Cooley, Council Member Ward Four; Gary Fox, Council Member Ward Five; Dan Porta, City Manager; Julia Drake, City Clerk; and David Archer, Assistant City Attorney.

Absent: Kari Hodge, Council Member Ward One and Taff Wren, Council Member Ward Six

REGULAR AGENDA

COUNCIL MEETING MINUTES

1. November 16, 2023, Council Meeting Minutes

Council Member Fox made a motion to approve the November 16, 2023, Council Meeting Minutes. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 4-0

Council Member Fox made a motion to add three (3) items to the agenda. Council Member Roth seconded the motion. Motion carried unanimously.

PUBLIC HEARING: 2ND Reading of Zoning/Annexation Requests

2. Z23-04: Mimosa Lane Residential Senior Living Applicant: Windsong Properties

Randy Mannino, Planning and Development Director stated the applicant proposes to rezone three properties totaling 3.2 acres from M-U (Multiple Use) to RSL (Residential Senior Living) for the development of an age restricted community. This proposed RSL acreage would be combined with the existing 6.06 +/- acres previously rezoned to RSL on Z18-05. Based on the review by city departments, staff does not oppose the proposed zoning for Residential Senior Living (RSL). The remaining 0.69 acres on Lot 1 and zoned M-U should maintain the 8 unit/ac condition for multi-family developments. Planning Commission recommended approval.

The public hearing was opened.

Brandon Bowen, 15 S. Public Square, came forward to represent Windsong Properties and continued by stating that the proposal would offer a lower traffic impact due to the age restricted living units.

Tim Garnto, 41 David Rd., came forward to state that he currently receives a large amount of runoff from the property and hopes this issue will be engineered out.

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

Council Member Fox made a motion to approve Z23-04. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 4-0

Reference Ordinance #76-23

FIRST READING OF ORDINANCES

3. Adult Entertainment Establishment

Mr. Mannino stated this Ordinance amendment adds findings, studies, and definitions to Section 10-302, Adult Entertainment Establishments.

Dan Porta, City Manager, stated the existing moratorium will expire on December 31, 2023.

This was a first reading and will be voted on at the December 21, 2023, City Council Meeting.

4. Pouring License Requirements

Mr. Mannino stated this Ordinance Amendment adds and revises language to limit pouring licenses to certain establishments and defines uses not allowed under the Specialty Shop classification.

This was a first reading and will be voted on at the December 21, 2023, City Council Meeting.

5. Employee Benefits

Mr. Porta stated the city Employee Handbook has needed an update for many years and after some extensive review by the Human Resources Director, City Attorney, outside counsel, are ready to move forward with an updated Employee Handbook with an effective date of January 1, 2024. If adopted, this ordinance will cut any existing employee benefit-related ordinances from the code and allow for minor changes to the Employee Handbook to be done internally by the City Manager. Of course, any major changes to the Employee Handbook will require City Council approval via a Resolution.

This was a first reading and will be voted on at the December 21, 2023, City Council Meeting.

SECOND READING OF ORDINANCES

6. Amendment to Georgia State Minimum Standard Plumbing Code

Mr. Porta stated the resolution presented was to amend the Georgia State Minimum Standard Plumbing Code.

Council Member Cooley made a motion to approve the Amendment to the Georgia State Minimum Standard Plumbing Code. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 4-0

Reference Ordinance #77-23

7. FY2023 Budget Ordinance Amendment

Tom Rhinehart, Finance Department Director, stated after Completion of the Fiscal Year 2022-23 close, the General Fund, Special Revenue funds, and the SPLOST Fund’s budgets need to be amended. The process of amending these budgets is done annually before the year-end close and will bring the city General Fund, Special Revenue Funds, and SPLOST Funds into compliance with Generally Accepted Accounting Principles (GAAP) standards. These adjustments reflect the necessary changes needed to bring the budgets back into balance where the revenues equal expenses and mirror the actual year-to-date revenues and expenses in each of the funds. Approval was recommended of the ordinance amendment.

Council Member Fox made a motion to approve the FY2023 Budget Ordinance Amendment. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 4-0

Reference Ordinance #78-23

OTHER

8. Certified Election Results

Julia Drake, City Clerk, stated that Bartow County Board of Elections has provided the certified election results. Approval was recommended.

Council Member Cooley made a motion to approve the Certified Election Results. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 4-0

9. Terrell Heights Stormwater Materials Purchase

Wade Wilson, Public Works Department Director, stated The Public Works Department is requesting the purchase of concrete pipe, grates, and a headwall. Public Works needs these materials to perform the work necessary to complete the Terrell Heights Phase I Drainage Improvement Project. Previously, this project was bid out for a contractor to perform this work, but there was only one bid, and it was significantly beyond the estimated amount for the project. Therefore, our stormwater crew will self-perform on part of this project where the materials are needed.

Three bids were requested for materials, but only one bid was received that was inclusive of all the items needed to be bid on the list at a competitive price. Foley Products Company submitted a bid for all concrete pipes including round as well as arch pipe and associated accessories along with metal grates and a preformed headwall for \$53,300.06. This is a budgeted item to be covered through American Rescue Plan Act funding monies previously received. This project has been determined to help “manage, reduce, and recapture stormwater”. Therefore, this project does meet the requirements for eligibility of use of the ARPA funds. Public Works requested approval of this purchase from Foley Products Company.

Council Member Fox made a motion to approve the Terrell Heights Stormwater Materials Purchase. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 4-0

CONTRACTS/AGREEMENTS

10. 2024 LMIG Paving Contract

Mr. Wilson stated Public Works recently opened seven bids for our annual resurfacing contract. The lowest bidder was Bartow Paving, Cartersville, GA for \$1,260,375.92. It was recommended to award the contract to the low bidder and seek permission for the mayor to sign the contract and any associated documents. The proposed project consists of resurfacing 5.72 miles of city streets which is enough mileage to keep the paving program on a 25-year cycle to pave all roads in the city.

The Local Improvement Maintenance Grant amount this year is \$311,688.40. We have budgeted \$464,311.60 out of our general fund and \$300,000 out of the 2020 SPLOST. We recommend approval to budget \$200,000 beyond the total budgeted amount of \$1,070,000 to achieve the 25-year paving cycle goal. The balance will come from 2020 SPLOST Road, Streets, Sidewalks, Bridges and Stormwater Improvements Category.

The list of streets to resurface on this contract are Lee St., Jackson St., Beauregard St., McElreath St., Moody St., Knight St., Oakland St., Herring St., East Felton Rd., Roosevelt St., Porter St., Pine St., Powers Ct., Aubrey St., Fite St., Baker St., Cedar Ln., Ann Circle, Carter St., Moore St., and Quail Run. Based on the quantities used we will make minimum adjustments, as needed, to stay below an amount not to exceed costs of \$1,300,000.

Council Member Roth made a motion to approve the 2024 LMIG Paving Contract with an amount not to exceed \$1,300,000. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 4-0

11. GA Power Utility Relocation Cost Agreement

Mr. Wilson stated GA Power will need to perform utility relocations to accommodate the Grassdale Road Sidewalk Project (P.I. 0016638). Georgia Power has determined that there are reimbursable locations where Georgia Power has obtained easements in 1942 establishing their “prior rights” for them to request a utility cost agreement to be signed.

Funding certifications include a requirement that utility certification be done for this project. Staff recommends the agreement be signed so that the utility certification for Grassdale Road Sidewalk Project (P.I. 0016638) can be completed, which will keep this project moving forward through the process. This cost of the agreement is to not to exceed \$190,105.00. Recently the Georgia Department of Transportation programmed the entire \$190,105.00 of this unbudgeted cost agreement into future project funding.

It appears that GDOT will fund 80% of this agreement and a 20% match will be split between Bartow County and the City of Cartersville. Therefore, the City of Cartersville may be responsible for up to \$19,010.00.

Bartow County has already signed their part of the agreement. Public Works recommended approval by the City for our part of the agreement.

Council Member Roth made a motion to approve the GA Power Utility Relocation Cost Agreement. Council Member Cooley seconded the motion. Motion carried unanimously. Vote: 4-0

12. Dental Insurance Third Party Administration Agreement

Mr. Porta stated Since 2004, the city has been self-insured with our dental insurance and has contracted with 90 Degree Benefits to be our third-party administrator (TPA) to process all dental claims. Our current agreement is up for renewal, and it was recommended to approve to continue using 90 Degree Benefits as our dental TPA for two more years at the \$4.20 per employee per month rate.

Council Member Cooley made a motion to approve the Dental Insurance Third Party Administration Agreement. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 4-0

13. Sixth Amendment to 178 W. Main St. Purchase and Sale Contract

Mr. Porta stated Womack Brothers, LLC under the name of City Overlook Cartersville, LLC are continuing to make progress on their plans for new townhouses to be located at the old police department building. They have requested an extension of the closing date until February 2, 2024, and after talking with Matt Womack and looking at his progress on this project, approval of this amendment to the contract was recommended.

Matt Womack, 716 West Ave., came forward to express he is very committed to this project and gave an overview of the progress already made.

Council Member Roth made a motion to approve the Sixth Amendment to 178 W. Main St. Purchase and Sale Contract. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 4-0

14. First Amendment to the Cartersville Municipal Court Judge’s Contract

Freddy Morgan, Assistant City Manager, stated this is the first amendment to the 2023 contract for Municipal Court Judges. As of November 27, 2023, there are two court sessions each Monday instead of one court session. This amendment provides increased compensation to the Judges for the increase in court sessions.

Council Member Cooley made a motion to approve the First Amendment to the Cartersville Municipal Court Judge’s Contract. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 4-0

GRANT APPLICATION/ACCEPTANCE

15. GEMA/HS Grant Application

Steven Grier, Fibercom Department Director, stated the Fiber Department requests approval to take part in a grant program through GEMA/HS Homeland Security Division for the purpose of obtaining funding for firewalls under the Homeland Security Act of 2002 (Public Law 107-296 as amended).

Council Member Stepp made a motion to approve the GEMA/HS Grant Application. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 4-0

BID AWARD/PURCHASES

16. Cogsdale Annual Maintenance Invoice

Mr. Grier stated this item is the annual Cogsdale maintenance invoice. Cogsdale is the city’s third-party utility billing software vendor. The invoice is for \$115,544.65 and is a sole source vendor because of the utility billing function for the city. This is a budgeted item.

Council Member Roth made a motion to approve the Cogsdale Annual Maintenance Invoice. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 4-0

17. Barracuda Email Archive Support Renewal

Mr. Grier stated this item is the yearly support renewal for the Barracuda email archive appliance for \$11,508.00 from Converge Technology Solutions. This email archive appliance holds all emails sent and received by city employees. This is a budgeted item.

Council Member Roth made a motion to approve the Barracuda Email Archive Support Renewal. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 4-0

18. Fiber Pathway Installation – QCells Ingot

Mr. Grier stated this item is for the construction and installation of a fiber pathway to 751 Great Valley Parkway for supplying internet services to QCells Ingot location. The total amount is \$19,366.93 from NCI. This is not a budgeted item but will be funded with the 2020 SPLOST and approval was recommended.

Council Member Roth made a motion to approve the Fiber Pathway Installation – QCells Ingot. Council Member Cooley seconded the motion. Motion carried unanimously. Vote: 4-0

19. Pension Fund Investment Advisor Quarterly Invoice

Mr. Morgan stated Segal Marco Advisors has submitted their quarterly invoice. This invoice is paid from the Pension fund account in the amount of \$18,000.00 and was presented for approval.

Council Member Roth made a motion to approve the Pension Fund Investment Advisor Quarterly Invoice. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 4-0

ADDED ITEM

20. Quarterly Radio Invoice

Mr. Morgan stated Bartow County had submitted the quarterly radio invoice in the amount of \$37,150.83. Approval was recommended.

Council Member Cooley made a motion to approve the Quarterly Radio Invoice. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 4-0

BID AWARD/PURCHASES

21. Fire Station No. 5 Transformer

Derek Hampton, Electric Department Director, stated the Electric Department is requesting authorization to purchase a 150kVA transformer to supply electric service for the new Fire Station No.5. We received three bids and deemed Gresco to be the best bid based on price and delivery time. We are requesting authorization to purchase the unit from Gresco for a total of \$17,200.00. This is a budgeted expense.

Council Member Stepp made a motion to approve the Fire Station No. 5 Transformer. Council Member Cooley seconded the motion. Motion carried unanimously. Vote: 4-0

22. Mini Excavator Replacement

Mr. Hampton stated the Electric Department is requesting authorization to purchase a Yanmar ViO-55 mini-excavator to replace a circa 2006 ViO-45 model. This is a sole-sourced item from Vermeer Southeast (the Yanmar vendor in this area), and the cost is \$84,000.00. This is a budgeted expense.

Council Member Cooley made a motion to approve the Mini Excavator Replacement. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 4-0

23. Construction Trailer Rental Invoice

Mr. Hampton stated the Electric Department is requesting authorization to pay an invoice for a trailer rental. This invoice is related to our office renovation project. This is a one-time amount as it includes the first and last month’s rental fees, delivery, pick-up, and set-up costs. This item is not budgeted but was recommended for approval.

Council Member Fox made a motion to approve the Construction Trailer Rental Invoice. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 4-0

24. Joe Frank Harris Field Renovation

Steve Roberts, Parks and Recreation Department Director, stated Parks and Recreation is seeking approval of the RFP from Bartow Fence for \$108,506.04. The RFP opened on October 24, 2023. It was advertised and closed on November 28, 2023. Two RFPs were received, one from Bartow Fence and the other from Howell Fence from Alabama. Bartow had the lowest bid for both the fence and backstop wall. The amount for the fence was \$86,013.67 and for the brick backstop wall \$22,492.37. The total amount would be \$108,506.04. The scope of work for the project will be installing a brick backstop and new poles and fencing for the entire field. This is a budgeted item from 100.5100.52.2341.

Council Member Cooley made a motion to approve the Joe Frank Harris Field Renovation. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 4-0

25. Extrication Tools Purchase

Hagen Champion, Assistant Fire Chief, stated the Fire Departments respectfully requests approval of the purchase of two sets of extrication equipment. These “E” Tools are popularly known as the Jaws of Life and are part of the equipment for two new engines, expected to arrive in the spring of 2024.

Municipal Emergency Services, the only dealer in Georgia quoted \$87,199.58. This is a 14% increase over the tools we bought in 2021, an average annual increase of approximately 7%. This is within the budgeted amount as a capital expense for 2023/2024 and will be paid for through the general fund and reimbursed through the 2020 SPOST as funds become available.

Council Member Roth made a motion to approve the Extrication Tools Purchase. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 4-0

26. Loose Equipment Purchase

Mr. Champion stated the Fire Department requests approval of the purchase of loose equipment for the two new engines. Of the four quotes we received, the lowest quote was from Municipal Emergency Services (MES). Total pricing for this equipment package is \$86,927.05. This is within the budgeted amount, as a capital expense for FY 2023/2024 and will be paid for through the general fund and reimbursed through the 2020 SPLOST as funds become available.

Council Member Roth made a motion to approve the Loose Equipment Purchase. Council Member Cooley seconded the motion. Motion carried unanimously. Vote:4-0

27. RIT Pak III Purchase

Mr. Champion stated the Fire Department requests approval of the purchase of two Scott RIT Pak III. This equipment will be for our two new engines. We are requesting this equipment now due to long lead times and the anticipated price increase in the future. We have sought bids from all authorized vendors for the brand we use, SCOTT SCBA, and received two quotes. American Safety & Firehouse quoted \$9,642, and Municipal Emergency Services quoted \$9,868.10. Approval was recommended to accept the lowest bid from American Safety & Firehouse in the amount of \$9,642.00,

Council Member Roth made a motion to approve the RIT Pak III Purchase. Council Member Stepp seconded the motion. Motion carried unanimously. Vote: 4-0

28. Altitude Valve Installation

Sidney Forsyth, Water Department Director, stated as the Bartow County Water System adds significant water demands, particularly due to industrial development, demand pressures on the farthest reaches of the City’s water system are increasing. To “push” water at the rates necessary to serve the County purchase points, water pressure in the City’s system needs to increase slightly. Without controls, this increase would cause water storage reservoirs to continuously overflow. It is necessary to install altitude and check valves in two water reservoirs in the city.

Bids were accepted for this service, with the lowest bid of \$576,765.30 from C.H. Kirkpatrick & Sons Welding Service, Inc. It was recommended to award this work to the lowest bidder. This is a budgeted expense.

Council Member Cooley made a motion to approve the Altitude Valve Installation. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 4-0

29. Annual Chemical Purchase Order

Mr. Forsyth stated the list of chemicals is bought for the water treatment plant and wastewater treatment plant on a weekly, bi-weekly, monthly, semi-annual, or annual basis. Often orders of more than \$7,500.00 are needed. Fixed prices have been requested from each vendor for a period ending October 31, 2024. This will cut the need for multiple recurring agenda items throughout the year and will expedite our ability to order chemicals on a necessary basis. If it is necessary to

rebid or if a less expensive alternative is found, updated vendor/pricing information will be returned for Council approval. This is a budgeted request.

Council Member Roth made a motion to approve the Annual Chemical Purchase Order. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 4-0

CHANGE ORDER

30. Lagoon Dredging Project Change Order

Mr. Forsyth stated the Water Treatment Plant sludge lagoon dredging project is continuing well, with approximately 12,000 wet tons removed to date. This change order was requested by the Water Department, as this is the final, approved project to use 2018 bond funds.

The change order represents an added 120 contract days, and 5,056 wet tons of solids removal. Mathematically, this represents the removal of approximately 10 years of sludge production at the Water Treatment Plant.

The cost for this change is \$669,920.00, for a total solids' removal of 20,056 wet tons. Bond funds are available, and the change order was recommended for approval.

Council Member Roth made a motion to approve the Lagoon Dredging Project Change Order. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 4-0

ADDED ITEMS

31. Alcohol Control Board Appointee

Mr. Mannino stated Council Member Stepp had provided a potential replacement appointment for the Alcohol Control Board. If approved, Melissa Bell will serve for four (4) years with her term expiring September 5, 2027.

Council Member Stepp made a motion to approve the Alcohol Control Board Appointee. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 4-0

32. Yeti Cups

Logan Bagley, Public Relations and Communications Manager, came forward and thanked Mayor Santini and Council for their continued support throughout the rebranding project.

Continuing, Mr. Bagley requested approval for \$19,800 to be paid to Parsons Kellogg for the purchase of 20 oz. Yeti Cups with the newly rebranded City of Cartersville Logo. These cups will be used for marketing and employee appreciation.

Council Member Stepp made a motion to approve the Yeti Cup Purchase. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 4-0

FINAL COMMENTS

Council Member Fox stated the Christmas Parade was tonight at 6pm and is put on by the Cartersville Exchange Club and looked forward to seeing our community come together for this annual tradition.

ADJOURNMENT

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

Meeting Adjourned at 9:40 A.M.

/s/ _____
Matthew J. Santini
Mayor

ATTEST:
/s/ _____
Julia Drake
City Clerk



CITY COUNCIL ITEM SUMMARY

MEETING DATE:	December 21, 2023
SUBCATEGORY:	Appointments
DEPARTMENT NAME:	Administration
AGENDA ITEM TITLE:	Convention and Visitor Bureau
DEPARTMENT SUMMARY RECOMMENDATION:	Jeff Watkins and Tom Shinall are willing to continue to serve as board members of the Convention and Visitor Bureau with new terms expiring on December 31, 2025, if reappointed.
LEGAL:	N/A



CITY COUNCIL ITEM SUMMARY

MEETING DATE:	December 21, 2023
SUBCATEGORY:	Appointments
DEPARTMENT NAME:	Administration
AGENDA ITEM TITLE:	Bartow – Cartersville Second Joint Development Authority
DEPARTMENT SUMMARY RECOMMENDATION:	Malcom Cooley and David Caswell are willing to continue to serve as a board member of the Bartow – Cartersville Second Joint Development Authority with a new term expiring on December 31, 2027, if reappointed.
LEGAL:	N/A



CITY COUNCIL ITEM SUMMARY

MEETING DATE:	December 21, 2023
SUBCATEGORY:	Appointments
DEPARTMENT NAME:	Administration
AGENDA ITEM TITLE:	Recreation Advisory Board
DEPARTMENT SUMMARY RECOMMENDATION:	Josh Brock, Ty Mitcham, Monique Hall, and Patrick Jones are willing to continue to serve as board members of the Recreation Advisory Board. Mr. Brock’s new term will expire on December 31, 2025, and all others will expire on December 31, 2027, if reappointed.
LEGAL:	N/A



CITY COUNCIL ITEM SUMMARY

MEETING DATE:	December 21, 2023
SUBCATEGORY:	Second Reading of Ordinances
DEPARTMENT NAME:	Administration
AGENDA ITEM TITLE:	Employee Benefits
DEPARTMENT SUMMARY RECOMMENDATION:	The city Employee Handbook has been in need of an update for many years and after some extensive review by the Human Resources Director, City Attorney, outside Counsel, and myself, we are ready to move forward with an updated Employee Handbook with an effective date of January 1, 2024. If adopted, this ordinance will cut any existing employee benefit-related ordinances from the code and allow for minor changes to the Employee Handbook to be done internally by the City Manager. Of course, any major changes to the Employee Handbook will require City Council approval via a Resolution. Therefore, I recommend approval of this ordinance.
LEGAL:	Approved by Archer and Lovell

ORDINANCE NO. _____

NOW BE IT AND IT IS HEREBY ORDAINED by the Mayor and City Council of the City of Cartersville, that the City of Cartersville Code of Ordinances, **CHAPTER 16 - ARTICLE II. – EMPLOYEE BENEFITS, SECS. 16-28 THROUGH 16-50; AND ARTICLE III. – SEXUAL HARASSMENT** are hereby amended and/or deleted as follows:

1.

Sec. 16-28. Employee Handbook. The employment practices of the City of Cartersville shall be set forth in a document known as the City of Cartersville Employee Handbook revised January 1, 2024. The manual shall be maintained by the City Manager and updated on a regular basis to reflect changes in federal, state, or local law. The Human Resources Director, the City Attorney, the City Manager, or a department head may initiate changes to the employee handbook. Substantive changes shall require the approval of the Mayor and City Council and shall be adopted by resolution.

2.

The following sections are hereby amended to “Reserved:”

Sec. 16-29 through Sec. 16-50 – Reserved.

3.

The following Article is hereby deleted in its entirety:

Article III. – Sexual Harassment Policy.

4.

It is the intention of the city council and it is hereby ordained that the provisions of this ordinance shall become and be made a part of the Code of Ordinances, City of Cartersville, Georgia, and the sections of this Ordinance may be renumbered and/or alphabetized accordingly to accomplish such intention.

BE IT AND IT IS HEREBY ORDAINED

FIRST READING: _____

SECOND READING: _____

MATTHEW J. SANTINI, MAYOR

ATTEST: _____

JULIA DRAKE, CITY CLERK



CITY COUNCIL ITEM SUMMARY

MEETING DATE:	December 21, 2023
SUBCATEGORY:	Second Reading of Ordinances
DEPARTMENT NAME:	Administration
AGENDA ITEM TITLE:	Adult Entertainment Establishment
DEPARTMENT SUMMARY RECOMMENDATION:	This Ordinance amendment adds findings, studies, and definitions to Section 10-302, Adult Entertainment Establishments.
LEGAL:	Prepared by Archer & Lovell

Ordinance no. _____

Now be it and it is hereby ordained by the Mayor and City Council of the City of Cartersville, that the CITY OF CARTERSVILLE CODE OF ORDINANCES. CHAPTER 10 – LICENSES, TAXATION AND MISCELLANEOUS BUSINESS REGULATIONS. ARTICLE IX. ADULT ENTERTAINMENT ESTABLISHMENTS is hereby amended by as follows:

1.

A new paragraph (c) is hereby added to Sec. 10-301. – Purpose and findings, as follows:

(c) Based on evidence of the adverse secondary effects of adult uses presented in hearings and in reports made available to the Mayor and City Council, and on findings, interpretations, and narrowing constructions incorporated in the cases of City of Littleton v. Z.J. Gifts D-4, L.L.C., 541 U.S. 774 (2004); City of Los Angeles v. Alameda Books, Inc., 535 U.S. 425 (2002); City of Erie v. Pap's A.M., 529 U.S. 277 (2000); City of Renton v. Playtime Theatres, Inc., 475 U.S. 41 (1986); Young v. American Mini Theatres, 427 U.S. 50 (1976); Barnes v. Glen Theatre, Inc., 501 U.S. 560 (1991); California v. LaRue, 409 U.S. 109 (1972); N.Y. State Liquor Authority v. Bellanca, 452 U.S. 714 (1981); Sewell v. Georgia, 435 U.S. 982 (1978); FW/PBS, Inc. v. City of Dallas, 493 U.S. 215 (1990); City of Dallas v. Stanglin, 490 U.S. 19 (1989); and Trop, Inc. v. City of Brookhaven, 296 Ga. 85 (2014); Oasis Goodtime Emporium I, Inc. v. City of Doraville, 297 Ga. 513 (2015); Flanigan's Enters., Inc. v. Fulton County, 596 F.3d 1265 (11th Cir. 2010); Peek-a-Boo Lounge v. Manatee County, 630 F.3d 1346 (11th Cir. 2011); Daytona Grand, Inc. v. City of Daytona Beach, 490 F.3d 860 (11th Cir. 2007); Jacksonville Property Rights Ass'n, Inc. v. City of Jacksonville, 635 F.3d 1266 (11th Cir. 2011); Artistic Entertainment, Inc. v. City of Warner Robins, 331 F.3d 1196 (11th Cir. 2003); Artistic Entertainment, Inc. v. City of Warner Robins, 223 F.3d 1306 (11th Cir. 2000); Williams v. Pryor, 240 F.3d 944 (11th Cir. 2001); Williams v. A.G. of Alabama, 378 F.3d 1232 (11th Cir. 2004); Williams v. Morgan, 478 F.3d 1316 (11th Cir. 2007); Gary v. City of Warner Robins, 311 F.3d 1334 (11th Cir. 2002); Ward v. County of Orange, 217 F.3d 1350 (11th Cir. 2002); Boss Capital, Inc. v. City of Casselberry, 187 F.3d 1251 (11th Cir. 1999); David Vincent, Inc. v. Broward County, 200 F.3d 1325 (11th Cir. 2000); Sammy's of Mobile, Ltd. v. City of Mobile, 140 F.3d 993 (11th Cir. 1998); Lady J. Lingerie, Inc. v. City of Jacksonville, 176 F.3d 1358 (11th Cir. 1999); This That And The Other Gift and Tobacco, Inc. v. Cobb County, 285 F.3d 1319 (11th Cir. 2002); DLS, Inc. v. City of Chattanooga, 107 F.3d 403 (6th Cir. 1997); Grand Faloon Tavern, Inc. v. Wicker, 670 F.2d 943 (11th Cir. 1982); International Food & Beverage Systems v. Ft. Lauderdale, 794 F.2d 1520 (11th Cir. 1986); 5634 E. Hillsborough Ave., Inc. v. Hillsborough County, 2007 WL 2936211 (M.D. Fla. Oct. 4, 2007), aff'd, 2008 WL 4276370 (11th Cir. Sept. 18, 2008) (per curiam); Fairfax MK, Inc. v. City of Clarkston, 274 Ga. 520 (2001); Morrison v. State, 272 Ga. 129 (2000); Goldrush II v. City of Marietta, 267 Ga. 683 (1997); Flippen Alliance for Community Empowerment, Inc. v. Brannan, 601 S.E.2d 106 (Ga. Ct. App. 2004); Oasis Goodtime Emporium I, Inc. v. DeKalb County, 272 Ga. 887 (2000); Chamblee Visuals, LLC v. City of Chamblee, 270 Ga. 33 (1998); World Famous Dudley's Food & Spirits, Inc. v. City of College Park, 265 Ga. 618 (1995); Airport Bookstore, Inc. v. Jackson, 242 Ga. 214 (1978); Entm't Prods., Inc. v. Shelby County, 721 F.3d 729 (6th Cir. 2013); Lund v.

City of Fall River, 714 F.3d 65 (1st Cir. 2013); Imaginary Images, Inc. v. Evans, 612 F.3d 736 (4th Cir. 2010); LLEH, Inc. v. Wichita County, 289 F.3d 358 (5th Cir. 2002); Ocello v. Koster, 354 S.W.3d 187 (Mo. 2011); 84 Video/Newsstand, Inc. v. Sartini, 2011 WL 3904097 (6th Cir. Sept. 7, 2011); Plaza Group Properties, LLC v. Spencer County Plan Commission, 877 N.E.2d 877 (Ind. Ct. App. 2007); East Brooks Books, Inc. v. Shelby County, 588 F.3d 360 (6th Cir. 2009); Entm't Prods., Inc. v. Shelby County, 588 F.3d 372 (6th Cir. 2009); Sensations, Inc. v. City of Grand Rapids, 526 F.3d 291 (6th Cir. 2008); World Wide Video of Washington, Inc. v. City of Spokane, 368 F.3d 1186 (9th Cir. 2004); Ben's Bar, Inc. v. Village of Somerset, 316 F.3d 702 (7th Cir. 2003); H&A Land Corp. v. City of Kennedale, 480 F.3d 336 (5th Cir. 2007); Hang On, Inc. v. City of Arlington, 65 F.3d 1248 (5th Cir. 1995); Fantasy Ranch, Inc. v. City of Arlington, 459 F.3d 546 (5th Cir. 2006); Illinois One News, Inc. v. City of Marshall, 477 F.3d 461 (7th Cir. 2007); G.M. Enterprises, Inc. v. Town of St. Joseph, 350 F.3d 631 (7th Cir. 2003); Richland Bookmart, Inc. v. Knox County, 555 F.3d 512 (6th Cir. 2009); Bigg Wolf Discount Video Movie Sales, Inc. v. Montgomery County, 256 F. Supp. 2d 385 (D. Md. 2003); Richland Bookmart, Inc. v. Nichols, 137 F.3d 435 (6th Cir. 1998); Spokane Arcade, Inc. v. City of Spokane, 75 F.3d 663 (9th Cir. 1996); DCR, Inc. v. Pierce County, 964 P.2d 380 (Wash. Ct. App. 1998); City of New York v. Hommes, 724 N.E.2d 368 (N.Y. 1999); Taylor v. State, No. 01-01-00505-CR, 2002 WL 1722154 (Tex. App. July 25, 2002); Fantasyland Video, Inc. v. County of San Diego, 505 F.3d 996 (9th Cir. 2007); Gammoh v. City of La Habra, 395 F.3d 1114 (9th Cir. 2005); Starship Enters. of Atlanta, Inc. v. Coweta County, No. 3:09-CV-123, R. 41 (N.D. Ga. Feb. 28, 2011); High Five Investments, LLC v. Floyd County, No. 4:06-CV-190, R. 128 (N.D. Ga. Mar. 14, 2008); 10950 Retail, LLC v. Fulton County, No. 1:06-CV-1923, R. 62 Order (N.D. Ga. Dec. 21, 2006); 10950 Retail, LLC v. Fulton County, No. 1:06-CV-1923, R. 84 Contempt Order (N.D. Ga. Jan. 4, 2007); Z.J. Gifts D-4, L.L.C. v. City of Littleton, Civil Action No. 99-N-1696, Memorandum Decision and Order (D. Colo. March 31, 2001); Reliable Consultants, Inc. v. City of Kennedale, No. 4:05-CV-166-A, Findings of Fact and Conclusions of Law (N.D. Tex. May 26, 2005);

And based upon reports concerning secondary effects occurring in and around adult establishments, including, but not limited to, "Correlates of Current Transactional Sex among a Sample of Female Exotic Dancers in Baltimore, MD," Journal of Urban Health (2011); "Does the Presence of Sexually Oriented Businesses Relate to Increased Levels of Crime?" Crime & Delinquency (2012) (Louisville, KY); Metropolis, Illinois - 2011-12; Manatee County, Florida - 2007; Hillsborough County, Florida - 2006; Clarksville, Indiana - 2009; El Paso, Texas - 2008; Memphis, Tennessee - 2006; New Albany, Indiana - 2009; Louisville, Kentucky - 2004; Fulton County, GA - 2001; Chattanooga, Tennessee - 1999-2003; Jackson County, Missouri - 2008; Ft. Worth, Texas - 2004; Kennedale, Texas - 2005; Greensboro, North Carolina - 2003; Dallas, Texas - 1997; Houston, Texas - 1997, 1983; Phoenix, Arizona - 1995-98, 1979; Tucson, Arizona - 1990; Spokane, Washington - 2001; St. Cloud, Minnesota - 1994; Austin, Texas - 1986; Indianapolis, Indiana - 1984; Garden Grove, California - 1991; Los Angeles, California - 1977; Whittier, California - 1978; Oklahoma City, Oklahoma - 1986; New York, New York Times Square - 1994; the Report of the Attorney General's Working Group On The Regulation Of Sexually Oriented Businesses, (June 6, 1989, State of Minnesota); Dallas, Texas - 2007; "Rural Hotspots: The Case of Adult Businesses," 19 Criminal Justice Policy Review 153 (2008); "Stripclubs According to Strippers: Exposing Workplace Sexual Violence," by Kelly Holsopple, Program Director, Freedom and Justice Center for Prostitution Resources, Minneapolis, Minnesota; "Sexually Oriented Businesses: An Insider's View," by David Sherman, presented to the Michigan House Committee on Ethics and Constitutional Law, Jan. 12, 2000; Sex Store Statistics and Articles; Law

Enforcement and Private Investigator Affidavits (Adult Cabarets in Forest Park, GA and Sandy Springs, GA); and Strip-Club Trafficking Documents.

2.

Section 10-302. – Definitions. is hereby amended by adding the following definitions to be alphabetized therein:

Adult instruments, devices, novelties, toy, or other paraphernalia that are designed for use in connection with “specified sexual activities” as defined herein or otherwise emulate, simulate, or represent “specified anatomical areas” as defined herein, and including, but are not limited to:

Any three-dimensional object designed for stimulation of the male or female human genitals, anus, buttocks, female breast, or for sadomasochistic use or abuse of oneself or others and shall including devises commonly known as dildos, vibrators, penis pumps, cock rings, anal beads, butt plugs, nipple clamps, and physical representations of the human genital organs. Nothing in this definition shall be construed to include devises primarily intended for protection against sexually transmitted diseases or for preventing pregnancy; and

Adult Entertainment Establishment includes adult book stores, adult businesses, adult dancing establishment, adult hotel or motel, adult instruments, devices, novelties, toy or other paraphernalia, adult mini-motion picture theater, adult motion picture arcade, adult motion picture theater, adult video store, erotic dance establishment, encounter center or rap establishment, and escort bureau, and introduction services.

2.

All other existing provisions of Sections 10-301 and 10-302 not changed herein, shall remain as is.

3.

It is the intention of the city council and it is hereby ordained that the provisions of this ordinance shall become and be made a part of the Code of Ordinances, City of Cartersville, Georgia, and the sections of this Ordinance may be renumbered and/or alphabetized accordingly to accomplish such intention.

BE IT AND IT IS HEREBY ORDAINED

FIRST READING: _____
SECOND READING: _____

MATTHEW J. SANTINI, MAYOR

ATTEST: _____
JULIA DRAKE, CITY CLERK



CITY COUNCIL ITEM SUMMARY

MEETING DATE:	December 21, 2023
SUBCATEGORY:	Second Reading of Ordinances
DEPARTMENT NAME:	Administration
AGENDA ITEM TITLE:	Pouring License Requirements
DEPARTMENT SUMMARY RECOMMENDATION:	This Ordinance Amendment adds and revises language to limit pouring licenses to certain establishments and defines uses not allowed under the Specialty Shop classification.
LEGAL:	Prepared by Archer & Lovell

Ordinance no. _____

Now be it and it is hereby ordained by the Mayor and City Council of the City of Cartersville, that the CITY OF CARTERSVILLE CODE OF ORDINANCES. CHAPTER 4 – ALCOHOLIC BEVERAGES. ARTICLE II. – LICENSING REQUIREMENTS. DIVISION 2. – APPLICATION AND ISSUANCE. SECTION 4-59. – POURING LICENSES LIMITED TO CERTAIN ESTABLISHMENTS. is hereby amended as follows:

1.

By deleting paragraph (a)(5) in its entirety and replacing it as follows:

(a)(5) – Reserved.

2.

By amending paragraph (a)(7) by adding a new paragraph (h) as follows:

(h) Specialty shops are not allowed for the following uses:

1. Vapor shops;
2. Tattoo or piercing parlors;
3. Massage parlors;
4. Pawn shops;
5. Gas stations;
6. Group homes, intermediate care, nursing homes and personal care homes;
7. Animal hospitals, veterinarians and kennels;
8. Drive-in restaurants;
9. Drive-in theaters; or
10. Laundrette or washateria; and
11. Adult Entertainment Establishments.

2.

By amending paragraph (a)(8) by adding a new paragraph (e) as follows:

(e) The following are not allowed:

1. Vapor shops;
2. Tattoo or piercing parlors;

- 3. Massage parlors;
- 4. Pawn shops;
- 5. Gas stations;
- 6. Group homes, intermediate care, nursing homes and personal care homes;
- 7. Animal hospitals, veterinarians and kennels;
- 8. Drive-in restaurants;
- 9. Drive-in theaters; or
- 10. Launderette or washateria; and
- 11. Adult Entertainment Establishments.

3.

All other existing provisions of Section 4-59 not changed herein, shall remain as is.

4.

It is the intention of the city council and it is hereby ordained that the provisions of this ordinance shall become and be made a part of the Code of Ordinances, City of Cartersville, Georgia, and the sections of this Ordinance may be renumbered and/or alphabetized accordingly to accomplish such intention.

BE IT AND IT IS HEREBY ORDAINED

FIRST READING: _____

SECOND READING: _____

MATTHEW J. SANTINI, MAYOR

ATTEST: _____

JULIA DRAKE, CITY CLERK



CITY COUNCIL ITEM SUMMARY

MEETING DATE:	December 21, 2023
SUBCATEGORY:	Public Hearing – 1 st Reading
DEPARTMENT NAME:	Planning and Development
AGENDA ITEM TITLE:	SU23-02. 645 Henderson Dr. Applicant: Richard Wiernek
DEPARTMENT SUMMARY RECOMMENDATION:	<p>The applicant requests a Special Use permit to allow automotive and truck sales or rental on the property identified as 645 (659) Henderson Dr, in Land Lot 594 of the 4th District, 3rd Section. Tax ID No. C022-0004-011. The approximate land area is 2.85 acres.</p> <p>No outdoor storage of inventory is proposed.</p> <p><u>Staff is not opposed to the request with the following conditions:</u></p> <ol style="list-style-type: none"> 1) The special use permit is only for the applicant and for the applicant’s business. 2) No outdoor storage or display of inventory.
LEGAL:	N/A

SPECIAL USE APPLICATION SYNOPSIS

Petition Number(s): **SU23-02**

APPLICANT INFORMATION AND PROPERTY DESCRIPTION

Applicant: **Richard Wiernek**
Representative: **Same**
Property Owner: **J Botha Holdings, LLC/ Carla Botha**
Property Location: **645 Henderson Dr (659, Suite I). Tax ID C022-0004-011**
Access to the Property: **Henderson Dr.**

Site Characteristics:

Tract Size: **2.85 +/- ac.** District: **4th** Section: **3rd** LL(S): **594**
Ward:**2** Council Member: **Jayce Stepp**

LAND USE INFORMATION

Current Zoning: **O-C (Office- Commercial District)**
Proposed Zoning: **No change**
Proposed Use: **Auto Sales/ Indoor Storage (warehousing)**
Current Zoning of Adjacent Property:
North: **O-C**
South: **O-C**
East: **O-C**
West: **O-C/ G-C (General Commercial)**

The Future Development Map designates the subject property as: **Highway Commercial**

The Future Land Use Map designates the subject property as: **Commercial**

2. City Department Comments:

Electric: Takes no exception.

Fibercom: No comment received.

Fire: CFD has the following comments on the application request: The amount of fuel in the vehicles cannot total more than 30 gallons. This is the total of fuel in all vehicles combined, not per vehicle. If the total amount of fuel exceeds 30 gallons, the building will be considered a hazardous occupancy and will require a fire sprinkler system capable of protecting the commodities within. In speaking with the applicant this should not be an issue.

Gas: Takes no exception.

Public Works: No comment received.

Water and Sewer: The special use permit application, SU23-02, will have no effect on water service to this site.

3. Public Comments:

12/4/23: General inquiry from business owner at 683 Henderson Dr. Supports the permit if limited to applicant only.

4. Special Use Review

Richard Wiernek, applicant, is the company owner and broker for specific and unique vintages of classic and off-road vehicles. Mr. Wiernek would like to locate his business in Cartersville as he has been in or associated with the auto sales industry for most of his life. The inventory would be stored inside the warehouse at 645 Henderson Dr. (659 Building, Suite I). There would be an office at this location, but would only be used as needed for showings or business operations, typically a few hours a week.

The special use permit is required because staff approached this request as an auto sales business which does require a special use permit in the O-C zoning district. This business could also be viewed as an office-warehouse operations which is not allowed in the O-C district; however, the buildings were designed and constructed in 1986 & 1987 as office warehouses with loading docks and circular access on the rear side of the buildings. Other office-warehouse uses have been and are currently located here.

For an auto sales business in the O-C district, properties must front an arterial or major collector street only; however, this requirement is intended for traditional auto sales lots with inventory and displays that generate high traffic volumes and require a street designed to accommodate high traffic volumes. Currently, Henderson Drive is categorized as a local street with West Avenue/ Hwy 113 categorized as an Arterial street and Old Mill Road is categorized as a Major Collector street per the City’s Street Classification map and Sec. 7.5-65, Street Design Criteria of the Development Regulations.

Given the growth in Cartersville and updates to the Georgia Department of Transportation (GDOT) policy manuals and design standards, it is staff's belief that Henderson Drive does function as a Collector street bridging office and commercial uses between Arterial and Collector Streets- West Ave. and Old Mill Rd.

GDOT defines a Local road as a street that primarily provides access to land with little or no through movement and is not an arterial or connector street. See attached definitions. Updates to the City's Street Classification Map are needed.

Fire department comments regarding fuel storage should be followed for the applicant to avoid installing a fire suppression system.

5. Zoning Ordinance Findings

Please review the following findings, as stated in the Zoning Ordinance, which are to be utilized in determining justification for approval or denial of special use request(s).

Sec. 9.5. Office Commercial

Subsec. 9.5.2. Permitted Uses

*Automotive and truck sales or rental (properties fronting an arterial or major collector street only) (SU).**

B) Article XVI. Special Uses

Sec. 16.1. Scope and intent.

- A. This article specifies uses which are not classified as permitted uses as a matter of right in zoning districts, and are therefore only allowed through the approval of a Special use. The standards which apply to each use are enumerated and must be met in order for an application to be granted.
- B. In granting a Special use, conditions may be attached as are deemed necessary in the particular case for the protection or benefit of neighbors in order to assimilate the proposed development or use into the neighborhood with minimal impact.

Sec. 16.2. Application of regulations and approval.

Uses allowable with a Special use and the minimum standards for such uses are listed in section 16.4 of this article.

Uses in the districts enumerated herein may be authorized by Special use only. The regulations contained in this article shall not apply to any permitted use as a matter of right in any zoning district.

Any use which may be authorized by Special use shall be approved by the Mayor and Council in accordance with section 16.1, scope and intent, provided:

- A. The standards for the Special use as specified herein can be met;
- B. Recommendations have been received from the planning and development staff and other appropriate City departments.
- C. A public hearing has been held in relation to the Special use before the Planning Commission in conformance with the advertising standards outlined in article XXIV of this chapter. The Planning Commission shall make recommendations to the Mayor and Council regarding the application for a Special use; and
- D. A public hearing has been held in relation to the Special use before the Mayor and Council in conformance with the advertising standards outlined in article XXIV of this chapter.

Sec. 16.3. Additional restrictions.

- A. In the interest of the public health, safety and welfare, the Mayor and Council may exercise limited discretion in evaluating the site proposed for a use which requires a Special use. In exercising such discretion pertaining to the subject use, the Mayor and Council may consider the following, which shall be stated in writing by the applicant and submitted to the department of planning and development to initiate an application for a Special Use permit:
 - 1. The effect of the proposed activity on traffic flow along adjoining streets;
 - 2. The availability, number and location of off-street parking;
 - 3. Protective screening;
 - 4. Hours and manner of operation of the proposed use;
 - 5. Outdoor lighting;
 - 6. Ingress and egress to the property; and
 - 7. Compatibility with surrounding land use.
- B. Any use which may be authorized by special use shall comply with all other City regulations, zoning district regulations and other regulations contained herein, and conditions of zoning approval if applicable. Whenever a standard contained in this section is in conflict with another provision of this chapter, the more restrictive provision shall prevail.

6. How General Standards Are Met (Staff response):

Standard #1: The effect of the proposed activity on traffic flow along adjoining streets.

How Standard #1 has / will be met: No negative effect to traffic along Henderosn Drive is anticipated.

Standard #2: The availability, location, and number of off-street parking.

How Standard #2 has / will be met: Parking is available along the front side of the buildings.

Standard #3: Protective screening.

How Standard #3 has / will be met: Not required. Site is developed.

Standard #4: Hours and manner of operation:

How Standard #4 has / will be met: By appointment only. Office use as needed by applicant.

Standard #5: Outdoor lighting

How Standard #5 has / will be met: None required or proposed. Site is developed.

Standard #6: Ingress and egress to the property.

How Standard #6 has / will be met: Henderson Dr.

Standard #7: Compatibility with surrounding land use.

How Standard #7 has / will be met: No compatibility conflicts have been identified.

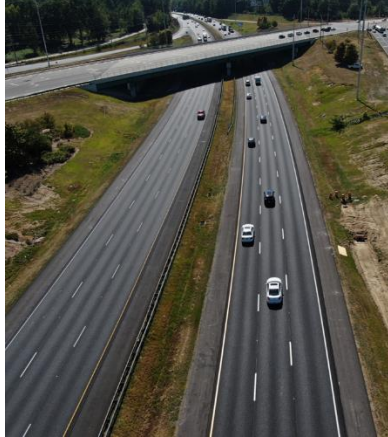
7. Additional standards from Zoning Ordinance section 16.4 for use applied for and how they are met:

N/A

8. Staff Recommendation: Staff does not oppose the application with the following conditions:

- 1) The special use permit is only for the applicant and for the applicant's business.
- 2) No outdoor storage or display of inventory.

Design Policy Manual



11/27/2023
Revision 7.0
Atlanta, GA 30308

Bifurcate – An asymmetrical median that typically exceeds a normal median width where both directions of the roadway have independent alignments. The median area may be very wide and may contain natural vegetation and topography. Recommended for use on rural interstates and freeways.

Big Box Retailer – A large retail establishment (50,000+ sqft.) that is characteristic of a large windowless rectangular single-story building and large parking areas with few community or pedestrian amenities.

Broken Back Curves – See Curves: Broken Back

Capacity – the maximum hourly rate at which persons or vehicles reasonably can be expected to traverse a point or uniform segment of a lane or roadway during a given period under prevailing roadway, traffic, and control conditions.

Centerline – (1) For a two-lane road, the centerline is the middle of the traveled way; and for a divided road, the centerline may be the center of the median. For a divided road with independent roadways, each roadway has its own centerline. (2) The defined and surveyed line shown on the plans from which road construction is controlled.

Center Turn Lane – See Lanes: Center Turn Lane.

Central Business District – the commercial core of a city that can be typified by a concentration of commercial and retail land uses and the greatest concentration and number of pedestrians and traffic.

Central Island – See Island, Central Island

Channelizing Island – See Islands, Channelizing Island

Chevron Alignment Sign – Sign that is typically used on a roadway indicate alignment, a curve, or intersection. Chevron Alignment Signs are characterized by single or multiple reflectorized arrows.

Circulatory Roadway: The roadway around the central island on which circulating vehicles travel in a counterclockwise direction. The width of the circulatory roadway depends mainly on the number of entry lanes and the radius of vehicle paths.

Clear Zone – The area beyond the roadway edge of travel which provides an environment free of fixed objects, with stable, flattened slopes which enhance the opportunity for reducing crash severity. For further clarification on the definition of Clear Zone, refer to the current edition of the *AASHTO Roadside Design Guide*.

Cloverleaf Interchange – See Interchanges, Cloverleaf Interchange.

Collector – Functional classification for a street or highway that provides a less highly developed level of service than an arterial, at a lower speed for shorter distances by collecting traffic from local roads and connecting them with arterials.

Passing Lane –

- (1) A section of two-lane, two-directional road where sufficient clear sight distance exists to allow a safe passing maneuver to be performed.
- (2) An additional (third) lane that has been added to a two-lane roadway specifically for passing.

Turn Lane – A traffic lane within the normal surfaced width of a roadway, or an auxiliary lane adjacent to or within a median, reserved for vehicles turning left or right at an intersection.

Traffic Lane – The portion of the traveled way for the movement of a single line of vehicles in one direction.

Letting – The date GDOT opens sealed bids from prospective contractors.

Level of Service – A qualitative rating of a road's effectiveness relative to the service it renders to its users (from A-best to F-worst). LOS is measured in terms of a number of factors, such as operating speed, travel time, traffic interruptions, freedom to maneuver and pass, driving safety, comfort, and convenience.

Lighting

High Mast Roadway Lighting– Illumination of a large area by means of a group of luminaires designed to be mounted in fixed orientation at the top of a high mast, generally 80 feet or higher (AASHTO *Roadway Lighting Design Guide*, 2005).

Pedestrian Lighting – Illumination of public sidewalks for pedestrian traffic generally not within rights-of-way for vehicular traffic roadways. Included are skywalks (pedestrian overpasses), sub-walks (pedestrian tunnels), walkways giving access to park or block interiors and crossings near centers of long blocks (AASHTO *Roadway Lighting Design Guide*, 2005).

Roadway Lighting - Illumination of roadways by means of fixed luminaires in order to reduce driver conflict with other vehicles and pedestrians.

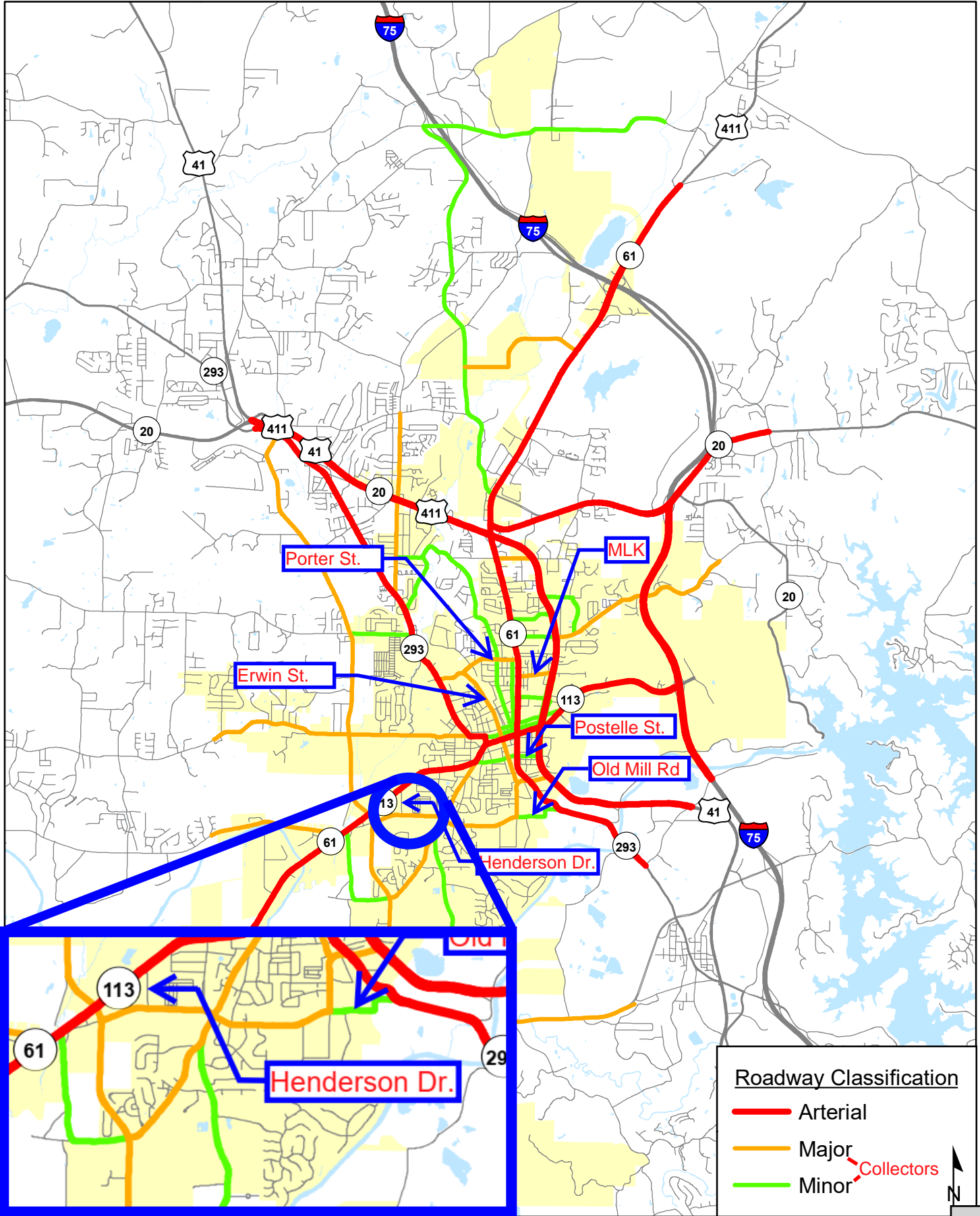
Limited Access Facility – A street or highway to which owner or occupants abutting land have little or no right of access.

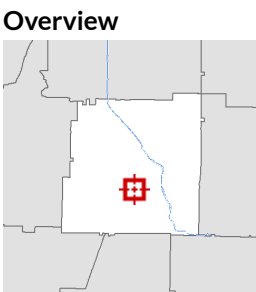
Local Road – Functional classification that consists of all roads not defined as arterials or collectors; primarily provides access to land with little or no through movement.

Longitudinal Barrier – A barrier that is intended to safely redirect an errant vehicle away from a roadside or median hazard (CODOT, 2006)

Loop Detector – A traffic monitoring tool that is used to detect the presence of vehicles at an intersection to activate a traffic signal.

Cartersville Roadway Classification



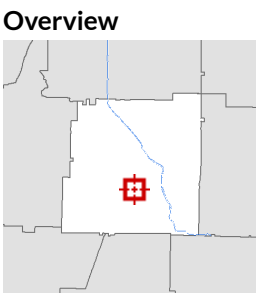
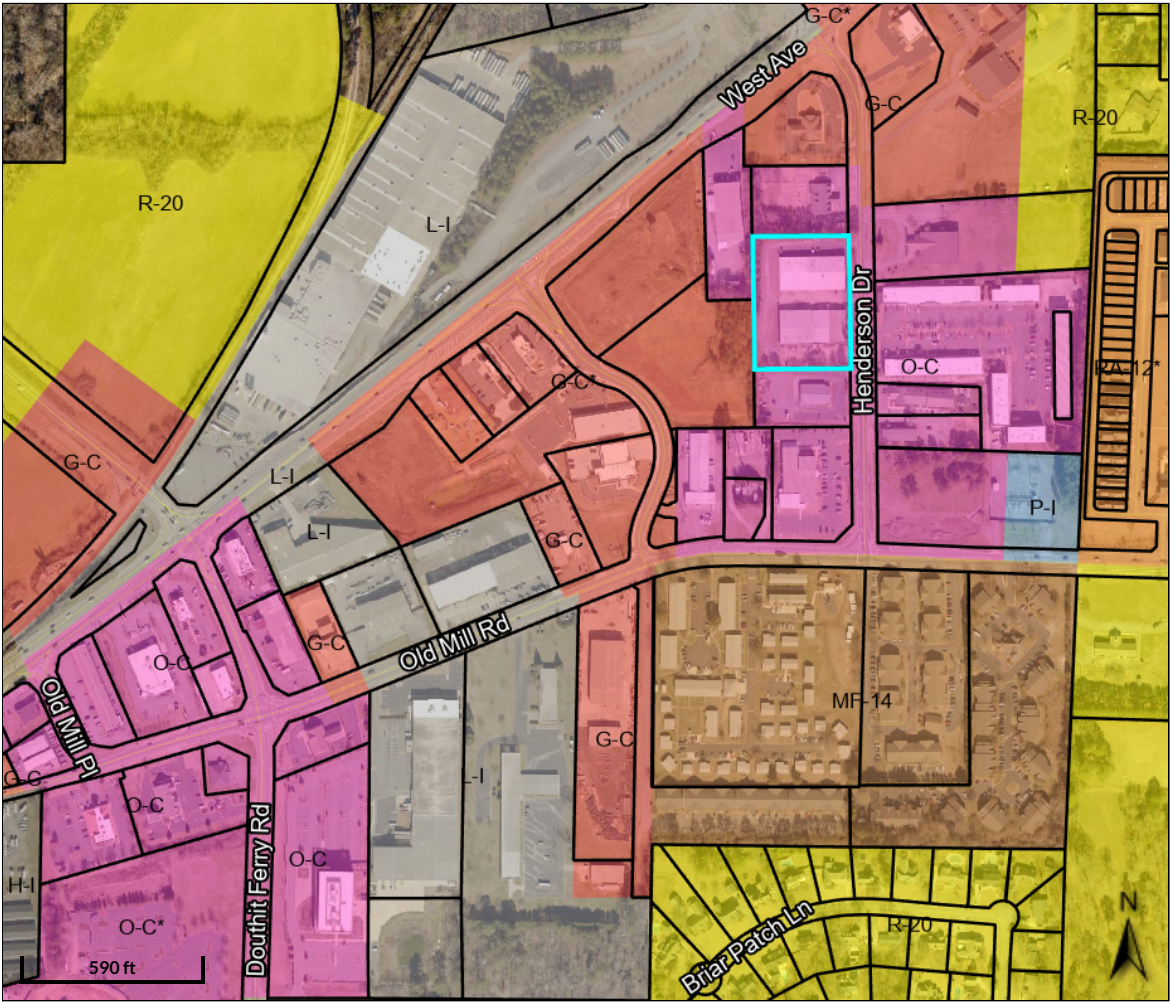


- Legend**
- Parcels
 - Structural Numbers**
 - Abandoned or Inactive
 - Active
 - Proposed
 - <all other values>
 - Roads

Parcel ID	C022-0004-011	Alternate ID	34888	Owner Address	RHODES CARY
Sec/Twp/Rng	n/a	Class	Commercial		645 HENDERSON DR
Property Address	645 HENDERSON DR	Acreage	2.85		STE 2
					CARTERSVILLE, GA 30120
District	Cartersville				
Brief Tax Description	LL 594 LD 4 Henderson Business Park				
	<i>(Note: Not to be used on legal documents)</i>				

Date created: 10/24/2023
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- Legend**
- Parcels
 - Roads
- Cartersville Zoning**
- AG
 - DBD
 - G-C
 - G-C*
 - H-I
 - H-I*
 - L-I
 - L-I*
 - M-U
 - M-U*
 - MF-14
 - MF-14*
 - MN
 - O-C
 - O-C*
 - P-D
 - P-D*
 - P-I
 - P-S
 - P-S*
 - R-10
 - R-10*
 - R-15
 - R-15*
 - R-20
 - R-20*
 - R-7
 - R-7*
 - R-D
 - RA-12
 - RA-12*

Parcel ID C022-0004-011
 Sec/Twp/Rng n/a
 Property Address 645 HENDERSON DR

Alternate ID 34888
 Class Commercial
 Acreage 2.85

Owner Address RHODES CARY
 645 HENDERSON DR
 STE 2
 CARTERSVILLE, GA 30120

District
Brief Tax Description

Cartersville
LL 594 LD 4 Henderson Business Park
(Note: Not to be used on legal documents)

Meeting: December 21, 2023 Item8.

Date created: 10/24/2023
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Developed by  **Schneider**
GEO SPATIAL

Application for Special Use
City of Cartersville

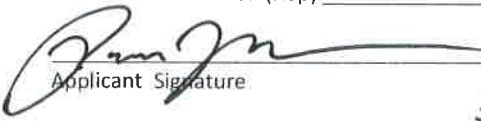


Meeting: December 21, 2023 Item 8.

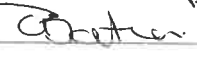
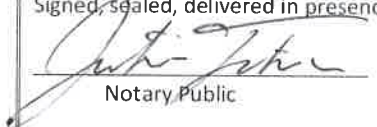
Case Number

Date Received: 10-20-23

Public Hearing Dates:

Planning Commission 12/12/23 5:30pm
1st City Council 12/21 7:00pm
2nd City Council 1/4/24 7:00pm

Applicant Richard Wiernek Office Phone 404-273-6445
 (printed name)
 Address 1061 Bradshaw Estates Drive Mobile/ Other Phone _____
 City Canton State GA Zip 30115 Email richard@backroadclassics.com
 Representative's printed name (if other than applicant) _____ Phone (Rep) _____
 Email (Rep) _____
 Representative Signature _____ Applicant Signature 
 Signed, sealed and delivered in presence of: _____ My commission expires: Aug 16 2025
 Notary Public


* Titleholder CARLA BOTHA Phone 404 751 6936
 (titleholder's printed name)
 Address 141 BOND MOUNTAIN RD Email cbotba@jbotbaholdings.com
ADAIRSVILLE GA 30103
 Signature 
 Signed, sealed, delivered in presence of: _____ My commission expires: Aug 16 2025
 Notary Public


Present Zoning District O-C Parcel ID No. C022-0004-011
 Acreage 2.85 Land Lot(s) 594 District(s) 3rd Section(s) 4th
 Location of Property: 659 Henderson Drive Suite I Cartersville, GA 30120
 (street address, nearest intersections, etc.)
 Reason for Special Use Request: Automotive and Truck Sales

 (attach additional statement as necessary)

* Attach additional notarized signatures as needed on separate application pages.

Application for Special Use
City of Cartersville

Meeting: December 21, 2023 Item 8.


Case Number:

Date Received: 10-28-23

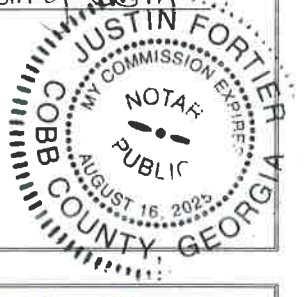
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Applicant Richard Wiernick Office Phone 404-273-6445
 (printed name)
 Address 1061 Bradshaw Estates Dr. Mobile/ Other Phone _____
 City Canton State GA Zip 30115 Email richard@backroadclassics.com
 Representative's printed name (if other than applicant) _____ Phone (Rep) _____
 Email (Rep) _____
 Representative Signature _____ Applicant Signature [Signature]
 Signed, sealed and delivered in presence of: _____ My commission expires: Aug 16, 2025
 Notary Public [Signature]



* Titleholder J Botha Holdings LLC Phone 404 751 6936
 (titleholder's printed name) Carla Botha
 Address 659 Henderson Dr. Email chotha@jbothaholding.com
Cartersville GA 30120
 Signature [Signature]
 Signed, sealed, delivered in presence of: _____ My commission expires: Aug 16, 2025
 Notary Public [Signature]



Present Zoning District O-C Parcel ID No. C022-0004-011
 Acreage 2.85 Land Lot(s) 594 District(s) 3rd Section(s) 4th
 Location of Property: 659 Henderson Drive Suite I Cartersville, GA 30120
 (street address, nearest intersections, etc.)
 Reason for Special Use Request: Automotive and Truck Sales

 (attach additional statement as necessary)

* Attach additional notarized signatures as needed on separate application pages.

SPECIAL USE JUSTIFICATION

The Mayor and City Council, upon review, may authorize a Special Use which is not classified as a permitted use by right in a zoning district.

Zoning Ordinance section 16.3.A

In the interest of the public health, safety and welfare, the Mayor and Council may exercise limited discretion in evaluating the site which requires a Special use. In exercising such discretion pertaining to the subject use, the Mayor and Council may consider the following, which shall be stated in writing by the applicant and submitted to the department of planning and development to initiate an application for a Special use:

1. *The effect of the proposed activity on traffic flow along adjoining streets;*
2. *The availability, number and location of off-street parking;*
3. *Protective screening;*
4. *Hours and manner of operation of the proposed use;*
5. *Outdoor lighting;*
6. *Ingress and egress to the property; and*
7. *Compatibility with surrounding land use.*

Zoning Ordinance section 16.4 states standards for specific uses – if the use you are applying for has additional standards, these must also be addressed below.

Use applied for: Automotive and truck sales

Standard #1: The effect of the proposed activity on traffic flow along adjoining streets.

How Standard #1 has / will be met:

Majority of business is conducted virtually, or by appointment-only. Not open to the public unless approved ahead of time, therefore traffic flow will be very minimal. As a specialty, classic-car broker we typically average 2-3 sales a month and do not frequently interact with our customers in person.

Standard #2: The availability, number, and location of off-street parking.

How Standard #2 has / will be met:

In accordance with Zoning Ordinance 17.6.4, the 2,000 sq. ft. unit that we intend to lease in the building offers significantly more than four parking spaces -- please see attached plat.

Standard #3: Protective screening.

How Standard #3 has / will be met:

All inventory and subsequent business is conducted inside the facility, we do not operate on an outdoor lot or present our vehicles for sale to the passing public. We do not accept "walk-in" business, therefore therefore screening our inventory and operations is paramount to our business operations.

Standard #4: Hours and manner of operation of the proposed use.

How Standard #4 has / will be met:

Standard operational hours for two employees (both of whom are owner/operators): Monday-Saturday 9am-5pm
Any vendor or customer is scheduled within this timeline.

Standard #5: Outdoor lighting.

How Standard #5 has / will be met:

Entire property is equipped with ample lighting, as are the entrances/exits. Lighting at front door of
and rear ramp of our leased unit is in place as well.

Standard #6: Ingress and egress to the property.

How Standard #6 has / will be met:

There are three clearly marked entrances and exits into the business park, all of which are accessed
via Henderson Drive.

Standard #7: Compatibility with surrounding land use.

How Standard #7 has / will be met:

Surrounding business/land use (including other units on the property) is a mixture of retail and commercial
businesses. As we do not plan on adding much traffic to the area, we see no potential for any disruptions to our
neighbors and surrounding community.

Additional standards from Zoning Ordinance section 16.4 for use applied for and how they are met:

Signed,


Applicant or Representative

10/20/23
Date

CAMPAIGN DISCLOSURE REPORT
FOR ZONING ACTIONS

Pursuant to O.C.G.A. 36-67A-3 any and all applicants to a zoning action must make the following disclosures:

Date of Application: 10/20/2023

Date Two Years Prior to Application: 10/20/2021

Date Five Years Prior to Application: 10/20/2018

1. Has the applicant within the five (5) years preceding the filing of the zoning action made campaign contributions aggregating \$250.00 or more to any of the following:

	YES	NO
Mayor: Matt Santini	_____	X
Council Member:		
Ward 1- Kari Hodge	_____	X
Ward 2- Jayce Stepp	_____	X
Ward 3- Cary Roth	_____	X
Ward 4- Calvin Cooley	_____	X
Ward 5- Gary Fox	_____	X
Ward 6- Taff Wren	_____	X
Planning Commission		
Lamar Pendley, Chair	_____	X
Anissa Cooley	_____	X
Fritz Dent	_____	X
Greg Culverhouse	_____	X
Jeffery Ross	_____	X
Stephen Smith	_____	X
Travis Popham	_____	X

2. If the answer to any of the above is **Yes**, please indicate below to whom, the dollar amount, date, and description of each campaign contribution, during the past five (5) years.

 10/20/23
Signature Date

Richard Wiernick
Print Name

BK:2023 PG:349-349
P2023000302

FILED IN OFFICE
 CLERK OF COURT
 06/25/2023 02:06 PM
 MELBA SCOGGINS, C.ER.
 SUPERIOR COURT
 BARTOW COUNTY, GA

Melba Scoggins

THIS SPACE RESERVED FOR
 THE CLERK OF SUPERIOR COURT

3330562076
 PARTICIPANT ID

****SURVEYOR'S CERTIFICATION****

THIS PLAT IS A RETRACEMENT OF AN EXISTING PARCEL OR PARCELS OF LAND AND DOES NOT SUBDIVIDE OR CREATE A NEW PARCEL OR MAKE ANY CHANGES TO ANY REAL PROPERTY BOUNDARIES. THE RECORDING INFORMATION OF THE DOCUMENTS, MAPS, PLATS, OR OTHER INSTRUMENTS WHICH CREATED THE PARCEL OR PARCELS ARE STATED HEREON. RECORDATION OF THIS PLAT DOES NOT IMPLY APPROVAL OF ANY LOCAL JURISDICTION, AVAILABILITY OF PERMITS, COMPLIANCE WITH LOCAL REGULATIONS, OR SUITABILITY FOR ANY USE OR PURPOSE OF THE LAND.

FURTHERMORE, THE UNDERSIGNED LAND SURVEYOR CERTIFIES THAT THIS PLAT COMPLIES WITH THE MINIMUM TECHNICAL STANDARDS FOR PROPERTY SURVEYS IN GEORGIA AS SET FORTH IN THE RULES AND REGULATIONS OF THE GEORGIA BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS AND AS SET FORTH IN O.C.G.A. SECTION 15-6-67. ...

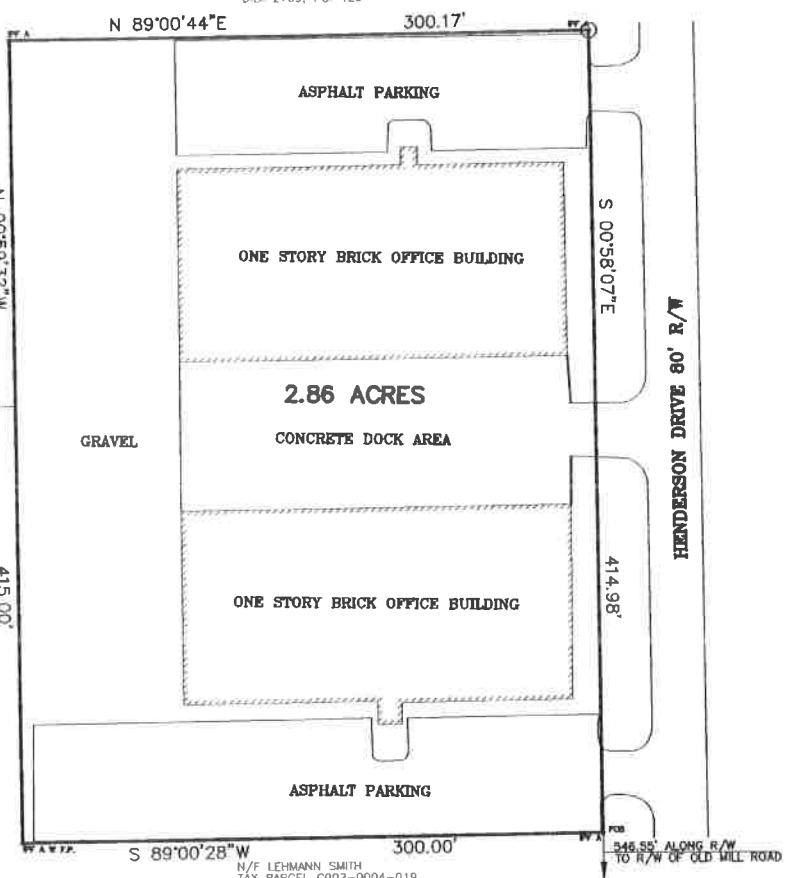


Paul Rogers
 PAUL R. ROGERS GA. R.L.S. 2303 DATE

CLOSURE STATEMENT

FIELD EQUIPMENT— TOPCON 5 SECOND TOTAL STATION AND ZENITH 500 RTK GPS USING TOPNET AND MAKING REDUNDANT MEASUREMENTS.
 POSITIONAL TOLERANCE— .05' HORIZONTAL
 PLAT CLOSURE 1:100,000

N/F STOREMASTER FUNDING VI LLC
 TAX PARCEL C002-0004-008
 D.B. 2709, PG. 129



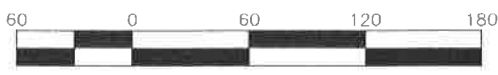
N/F 824 WEST LLC
 TAX PARCEL C002-0004-013
 D.B. 2206, PG. 125

N/F EASTERN PROPERTIES LLC
 TAX PARCEL C002-0004-030
 D.B. 2886, PG. 159

N/F LEHMANN SMITH
 TAX PARCEL C002-0004-019
 D.B. 2266, PG. 925

346.55' ALONG R/W
 TO R/W OF OLD MILL ROAD

- **LEGEND****
- IPS IRON PIN SET
 - IPF IRON PIN FOUND
 - IPF A 1/2" REBAR FOUND
 - FC FENCE CORNER
 - X- FENCE
 - LL LAND LOT
 - CL CENTERLINE
 - R/W RIGHT-OF-WAY
 - N/F NOW OR FORMERLY
 - DB DEED BOOK
 - PB PLAT BOOK
 - POB POINT OF BEGINNING
 - PP POWER POLE
 - FH FIRE HYDRANT
 - WV WATER VALVE
 - WM WATER METER



Scale 1" = 60'

RETRACEMENT SURVEY FOR
J BOTHA HOLDINGS LLC
 IN THE CITY OF CARTERSVILLE
 LOCATED IN LAND LOTS
 5 th DISTRICT, 3rd SECTION
 BARTOW COUNTY, GEORGIA
 DATE OF FIELDWORK: 6/14/2023
 DATE OF PLAT: 6/15/2023

JOB NO. 23181

RHODES ENGINEERING SERVICES, INC
CIVIL ENGINEERS AND LAND SURVEYORS
 645 HENDERSON DRIVE, SUITE 2
 CARTERSVILLE, GA 30120
 PHONE 770-386-7616 LSF- 000608

9.5.1. *O-C district scope and intent.* Regulations in this section are the O-C district regulations. The O-C district is intended to provide land areas for office and community oriented retail and service activities which compliment a transition into more intense activity areas as further described in section 3.1.18 of this chapter.

9.5.2. *Use regulations.* Within the O-C district, land and structures shall be used in accordance with standards herein. Any use not specifically designated as a permitted use in this section shall be prohibited.

A. *Permitted uses.* Structures and land may be used for only the following purposes:

- Adolescent treatment facilities.
- Amateur radio transmitter.
- Amenities (as defined by this chapter).
- Amusement, indoor.
- Apartments and condominiums, above, below, or behind commercial and office uses in the same building (SU).*
- Art galleries.
- Assembly halls.
- Automotive and truck sales or rental (properties fronting an arterial or major collector street only) (SU).*
- Automotive specialty shops.
- Barbershops.
- Beauty salons.
- Brewpub.
- Catering, carry-out and delivery.
- Clinics (excludes veterinary clinic).
- Clubs or lodges (noncommercial) (SU).*
- Construction contractors:
 - ▲ General building contractors (provided there is no exterior storage of equipment, materials, and construction vehicles).
 - ▲ Heavy equipment contractors (provided there is no exterior storage of equipment, materials, and construction vehicles).
 - ▲ Special trade contractors; including, but not limited to, construction subcontractors, engineers, architects, and land surveyors (provided there is no exterior storage of equipment, materials, or construction vehicles).

- Colleges and universities.
- Convenience stores.
- Dancing schools.
- Day care facilities.
- Delicatessens.
- Distillery (SU).*
- Financial establishments.
- Funeral homes (crematories may be allowed in conjunction with a funeral home with approval of a special use).*
- Group homes (SU).*
- Gymnasiums/health clubs.
- Halfway houses.
- Homeless shelters (SU).*
- Hospices.
- Hospitals.
- Hotels.
- Institutions of higher learning, business colleges, music conservatories, and similar institutions.
- Laboratories (medical and dental).
- Laundromats.
- Laundry/dry cleaning pick-up stations.
- Libraries.
- Medical offices (excludes veterinary).
- Microbreweries (SU).*
- Museums.
- Nursing home facilities.
- Offices, general.
- Office parks.
- Outdoor golf driving ranges.
- Parking garages.
- Parking lots.
- Parks, private (SU)*
- Pet grooming.

- Personal care homes (SU).*
- Places of assembly (SU).*
- Plant nurseries.
- Printing establishments.
- Public utility facilities.
- Pubs or taverns.
- Radio and television broadcast stations.
- Radio, television, or other communication towers.
- Religious institutions (SU).*
- Research laboratories.
- Restaurants.
- Retail, general.
- Retail package stores (including liquor and malt beverages and/or wine sales) only in a multi-tenant shopping center development consisting of a minimum of five (5) business suites and additionally, that detached, stand alone, retail package stores shall not be permitted.
- Retirement centers (SU).*
- Reupholstery shop.
- Schools, private (SU).*
- Service stations.
- Stadiums.
- Theaters.
- Wholesale sales office.

* Special use approval required.

B. *Accessory uses.* Structures and land may be used for uses customarily incidental to any permitted use.

9.5.3. *Development standards.*

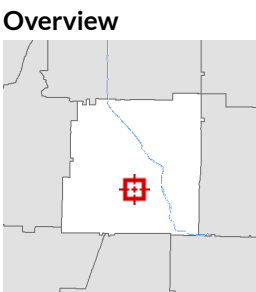
- A. *Height regulations.* Buildings shall not exceed a height of forty-five (45) feet or three and one-half (3½) stories, whichever is higher.
- B. *Front yard setback:* Twenty (20) feet.
- C. *Side yard setback:* Ten (10) feet.
- D. *Rear yard setback:* Twenty (20) feet.
- E. *Minimum lot frontage:* One hundred ten (110) feet adjoining a street.

- F. *Minimum lot width at the building line:* One hundred ten (110) feet.
- G. *Minimum heated floor area per dwelling unit.*
- *3-bedroom:* Nine hundred (900) square feet.
 - *2-bedroom:* Seven hundred fifty (750) square feet.
 - *1-bedroom:* Six hundred (600) square feet.
 - *Studio/loft (in existing buildings):* Four hundred fifty (450) square feet.
- H. *Minimum buffer requirements.* In addition to required setbacks, a minimum twenty-foot wide buffer, five (5) feet of which can be within required setback, shall be required along all property lines which abut a residential district or use to provide a visual screen in accordance with section 4.17 of this chapter.
- I. *Accessory structure requirements.* See section 4.9 of this chapter.
- J. *[Metal panel exterior.]* A metal panel exterior finish product shall not be allowed on metal buildings exceeding one hundred fifty (150) square feet in gross floor area constructed or placed on lots within the O-C district with the exception that such materials may be used if finished with a product consisting of brick, stone, or hard-coat stucco.
- K. *[Air conditioning units and HVAC systems.]* Air conditioning units and HVAC systems shall be thoroughly screened from view from the public right-of-way and from adjacent properties by using walls, fencing, roof elements, or landscaping on multifamily and nonresidential properties.
- L. *[Gable or hip roofs.]* Gable or hip roofs shall have a minimum roof pitch of 6/12. Both gable and hip roofs shall provide overhanging eaves on all sides that extend a minimum of one (1) foot beyond the building wall.
- M. *[Front building facade.]* The front building facade of all principal buildings shall be oriented toward street fronts or adjacent arterial street fronts.

9.5.4. *Other regulations.* The headings below contain additional, but not necessarily all, provisions applicable to the O-C district.

- City of Cartersville Landscaping Ordinance.
- City of Cartersville Sign Ordinance.

(Ord. No. 01-13, § 10, 1-3-13; Ord. No. 02-18, § 4, 1-18-18; Ord. No. 34A-18, § 4, 12-6-18; Ord. No. 28-22, § 1, 11-3-22)



Legend

- Parcels
- Structural Numbers**
 - Abandoned or Inactive
 - Active
 - Proposed
 - <all other values>
- Roads

Parcel ID	C022-0004-011	Alternate ID	34888	Owner Address	RHODES CARY
Sec/Twp/Rng	n/a	Class	Commercial		645 HENDERSON DR
Property Address	645 HENDERSON DR	Acreage	2.85		STE 2
					CARTERSVILLE, GA 30120
District	Cartersville				
Brief Tax Description	LL 594 LD 4 Henderson Business Park				
	<i>(Note: Not to be used on legal documents)</i>				

Date created: 10/24/2023
 Last Data Uploaded: 10/23/2023 9:05:06 PM





Overview

Legend

- Parcels
- Structural Numbers**
 - Abandoned or Inactive
 - Active
 - Proposed
 - <all other values>
- Roads**

Parcel ID C022-0004-011
 Sec/Twp/Rng n/a
 Property Address 645 HENDERSON DR


Alternate ID 34888
 Class Commercial
 Acreage 2.85

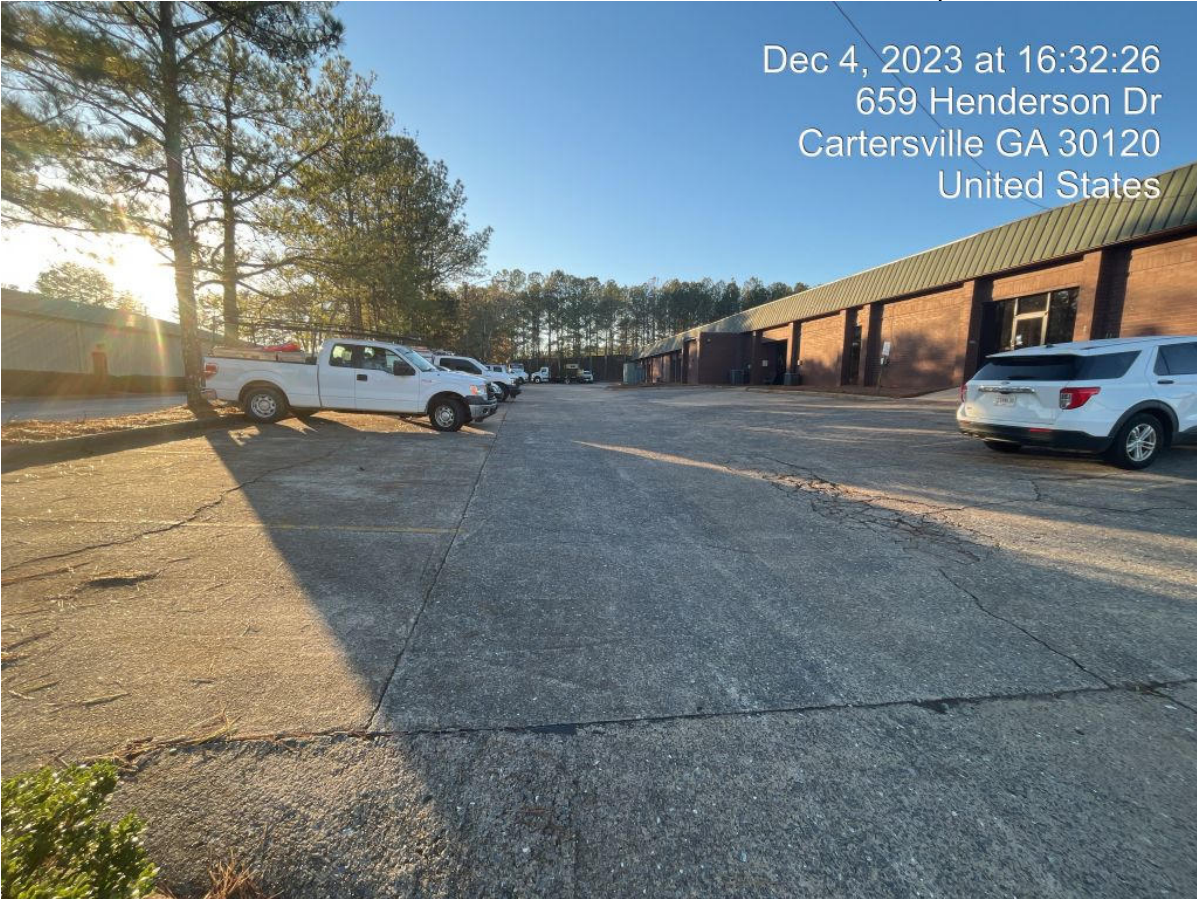
Owner Address RHODES CARY
 645 HENDERSON DR
 STE 2
 CARTERSVILLE, GA 30120

District Cartersville
 Brief Tax Description LL 594 LD 4 Henderson Business Park
 (Note: Not to be used on legal documents)

Date created: 10/20/2023
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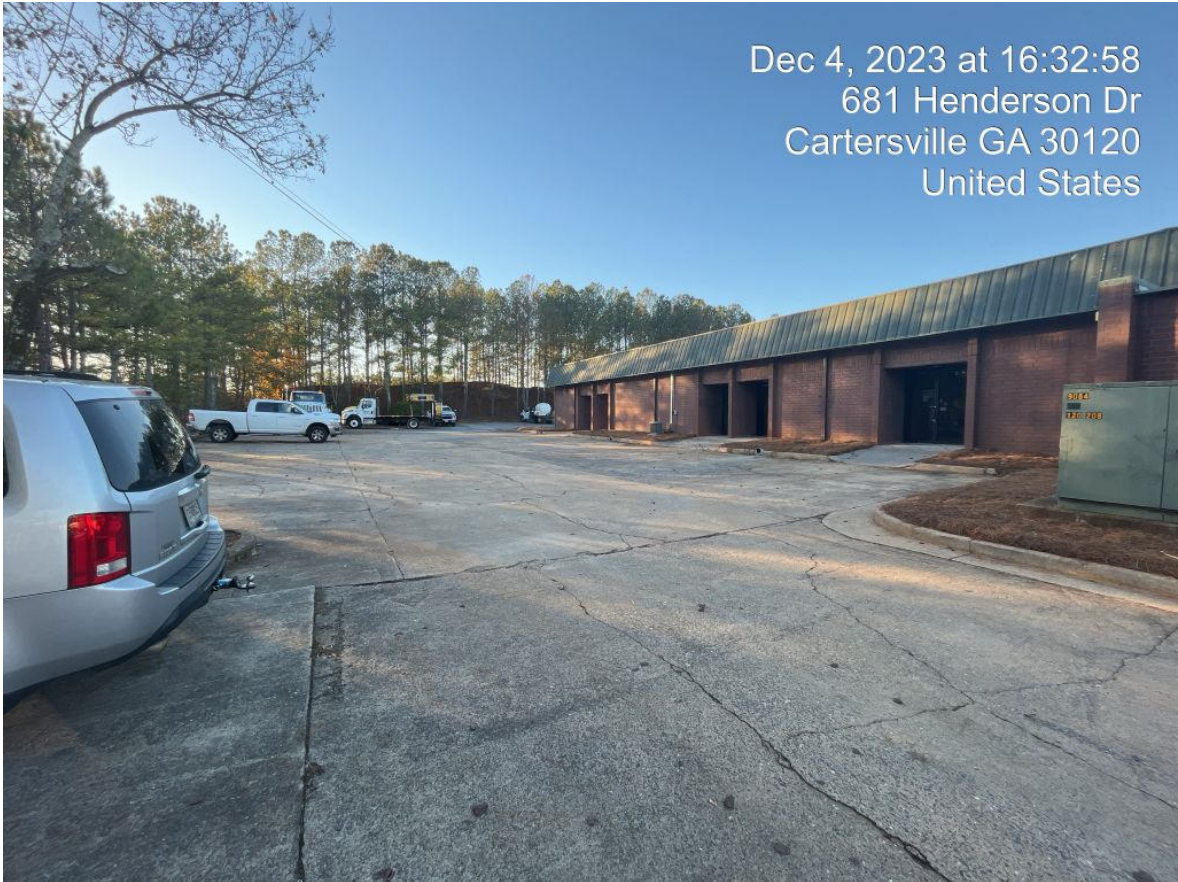
Developed by Schneider GEOSPATIAL

 - Applicant's space
 Being leased.
 A.K.A. "659" Henderson.



Dec 4, 2023 at 16:32:26
659 Henderson Dr
Cartersville GA 30120
United States

Front door view of the 659 Building from the driveway entrance



Dec 4, 2023 at 16:32:58
681 Henderson Dr
Cartersville GA 30120
United States



Dec 4, 2023 at 16:33:29
681 Henderson Dr
Cartersville GA 30120
United States

Building 659 Suite I.



Dec 4, 2023 at 16:33:55
681 Henderson Dr
Cartersville GA 30120
United States

Building 659, West View

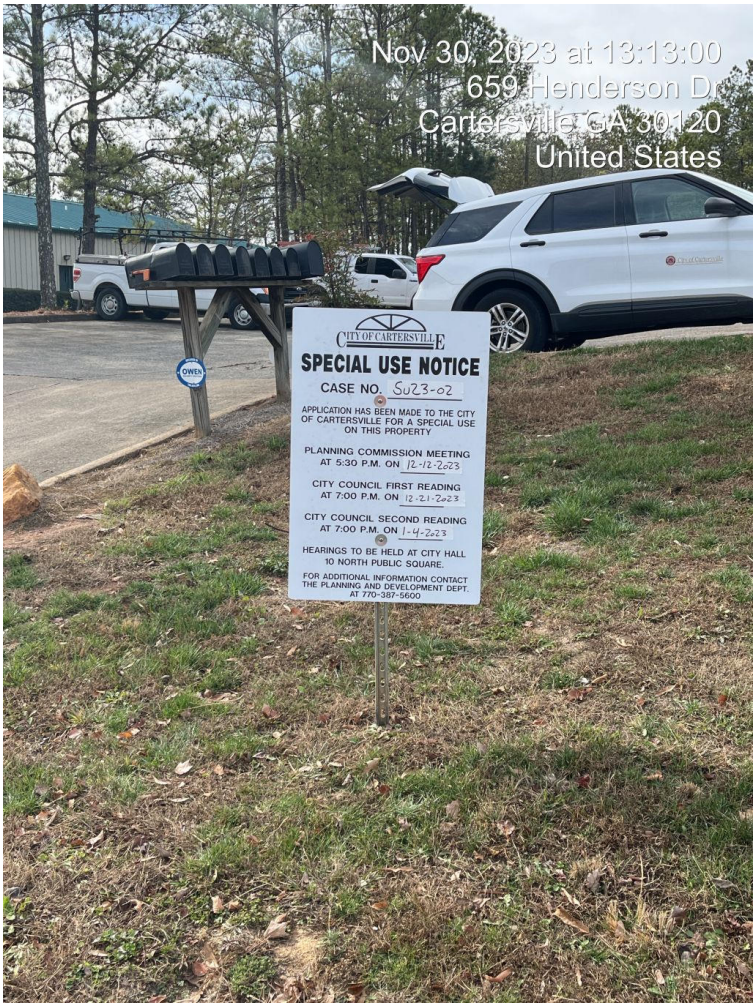
Dec 4, 2023 at 16:34:35
645 Henderson Dr
Cartersville GA 30120
United States



Building 659, View to rear side with ramped dock access to Suite I

Dec 4, 2023 at 16:34:46
645 Henderson Dr
Cartersville GA 30120
United States







CITY COUNCIL ITEM SUMMARY

MEETING DATE:	December 21, 2023
SUBCATEGORY:	Resolution
DEPARTMENT NAME:	Planning and Development
AGENDA ITEM TITLE:	Capital Improvements Element (CIE) and Community Work Program (CWP) Annual Update and Corresponding Transmittal Resolution
DEPARTMENT SUMMARY RECOMMENDATION:	As you are aware, Cartersville adopted Impact Fees in the last quarter of 2006. Said fees 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 and Community Work Program (CWP). The update gives the impact fee receipts and expenditures (none) for fiscal year 2023 (July 1, 2022, through June 30, 2023), as well as updates the CWP. We must hold a public hearing regarding the update and forward it with a transmittal resolution to the Northwest Georgia Regional Commission (RC) and the Department of Community Affairs (DCA). After review from the RC and DCA, the document then needs to be adopted by the Council, and a copy sent to the RC (just like the Comp Plan process). At this time, the document is in “Draft” form and the final version will be distributed for review and comment prior to adoption.
LEGAL:	NA

Resolution No. _____

TRANSMITTAL RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF CARTERSVILLE, GEORGIA.

Capital Improvements Element and Community Work Program

WHEREAS, The City of Cartersville adopted a Capital Improvements Element as an amendment to the *Cartersville Comprehensive Plan*; and

WHEREAS, The City of Cartersville has prepared an Annual Update to the adopted Capital Improvements Element; and

WHEREAS, the Capital Improvements Element Annual Update was prepared in accordance with the “Development Impact Fee Compliance Requirements” and the “Minimum Planning Standards and Procedures for Local Comprehensive Planning” adopted by the Board of Community Affairs pursuant to the Georgia Planning Act of 1989, and a duly advertised Public Hearing was held on December 21, 2023, at 7:00 P.M. in the City Council meeting room at Cartersville City Hall;

BE IT THEREFORE RESOLVED, that the City Council of the City of Cartersville does hereby submit the draft Capital Improvements Element Annual Update to the Northwest Georgia Regional Commission for Regional and State review, as per the requirements of the Development Impact Fee Compliance Requirements.

ADOPTED this the 21st day of December 2023.

Matthew J. Santini
Mayor, City of Cartersville, Georgia

ATTEST:

Julia Drake
City Clerk

DRAFT: Capital Improvements Element 2023 Annual Update:

Financial Report & Community Work Program

City of Cartersville, GA
AS ADOPTED 02/??/2024

This Capital Improvements Element Annual Update has been prepared based on the rules and regulations pertaining to impact fees in Georgia, as specified by the Development Impact Fee Act (DIFA) and the Department of Community Affairs (DCA) documents Development Impact Fee Compliance Requirements and Standards and Procedures for Local Comprehensive Planning. These three documents dictate the essential elements of an Annual Update, specifically the inclusion of a financial report and a schedule of improvements.

According to the Compliance Requirements, the Annual Update:

“must include: 1) the Annual Report on impact fees required under O.C.G.A. 36-71-8; and 2) a new fifth year schedule of improvements, and any changes to or revisions of previously listed CIE projects, including alterations in project costs, proposed changes in funding sources, construction schedules, or project scope.” (Chapter 110-12-2-.03(2)(c))

This Annual Update itself is based on the Cartersville Capital Improvements Element, as adopted by the City in

October, 2006 last modified January 2023.

Financial Report

The Financial Report included in this document is based on the requirements of DIFA, specifically:

“As part of its annual audit process, a municipality or county shall prepare an annual report describing the amount of any development impact fees collected, encumbered, and used during the preceding year by category of public facility and service area.” (O.C.G.A. 36-71-8(d)(1))

The required financial information for each public facility category appears in the main financial table (page 3); service area designations appear in the project tables that follow (pages 4 through 6).

The City’s fiscal year runs from July 1 to June 30.

Schedule of Improvements

In addition to the financial report, the City has prepared a five-year schedule of improvements—a

community work program (CWP)—as specified in the Compliance Requirements (Chapter 110-12-2-.03(2)(c)), which states that local governments that have a CIE must “update their entire Community Work Programs annually.”¹

According to DCA’s requirements,² the CWP must include:

- A brief description of the activity;
- Timeframe for undertaking the activity;
- Responsible party for implementing the activity;
- Estimated cost (if any) of implementing the activity; and,
- Funding source(s), if applicable.

All of this information appears in the Community Work Program portion of this document, beginning on page 7.

¹ Note that the Compliance Requirements specify that the short term work program is to meet the requirements of Chapter 110-12-1-.04(7)(a), which is a reference to the STWP requirements in a previous version of the Standards and Procedures for Local Comprehensive Planning. The correct current description of a STWP is found at Chapter 110-12-1-.05(2)(c)(i).

² Chapter 110-12-1-.05(2)(c)(i).

**IMPACT FEES FINANCIAL REPORT – CITY OF CARTERSVILLE, GA
Fiscal Year 2023**

Cartersville, GA	Annual Impact Fee Financial Report - Fiscal Year 2023							
Public Facility	Libraries	Fire Protection	Police	Parks & Recreation	Roads	Administration	CIE Prep (recoupment)	TOTAL
Impact Fee Fund Balance June 30, 2023	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Impact Fees Collected (July 1, 2022 through June 30, 2023)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal: Fee Accounts	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Interest Income July 1, 2022 through June 30, 2023	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
(Impact Fee Refunds)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
(Expenditures)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Impact Fee Fund Balance June 30, 2023	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Impact Fees Encumbered	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			\$0.00

SCHEDULE OF IMPROVEMENTS

**The City of Cartersville amended its “Impact Fee” fee schedule to a maximum \$0.00 for all categories (units of measurement and land-use category) on September 3, 2009. All funds to that point have been properly reported in accordance with Impact Fee Financial Reporting Guidelines as can be viewed in the 2009 and 2010 financial reports. If/when a new fee schedule is established, project costs and schedule of improvements will be re-evaluated*

Public Facility:		Library						
Service Area:		City-wide						
Project Description	Project Start Date	Project End Date	Local Cost of Project	Maximum Percentage of Funding from Impact Fees	Maximum Funding Possible from Impact Fees	Impact Fees Expended	Impact Fees Encumbered	Status/Remarks
Collection Materials	2007	2007	\$117,492.02	97.4%	\$114,429.35	\$0.00	\$0.00	Delayed from 2007
Collection Materials	2008	2008	\$69,321.54	97.4%	\$67,516.99	\$0.00	\$0.00	
Collection Materials	2009	2009	\$71,527.08	97.4%	\$69,664.32	\$0.00	\$0.00	
Collection Materials	2010	2010	\$73,485.48	97.4%	\$71,564.73	\$24,640.16	\$0.00	
Collection Materials	2011	2011	\$76,177.57	97.4%	\$74,198.35	\$0.00	\$0.00	
Collection Materials	2012	2012	\$78,377.17	97.4%	\$76,339.89	\$29,393.45		
Collection Materials	2013	2013	\$80,819.77	97.4%	\$78,724.32	\$0.00		
Collection Materials	2014	2014	\$83,780.63	97.4%	\$81,597.59	\$0.00		
Collection Materials	2015	2015	\$85,728.23	97.4%	\$83,487.48	\$0.00		
Collection Materials	2016	2016	\$89,175.01	97.4%	\$86,846.43	\$0.00		
Collection Materials	2017	2017	\$91,608.34	97.4%	\$89,221.83	\$0.00		
Collection Materials	2018	2018	\$94,529.75	97.4%	\$92,085.01	\$0.00		
Collection Materials	2019	2019	\$97,723.71	97.4%	\$95,191.53	\$0.00		
Collection Materials	2020	2020	\$100,669.73	97.4%	\$98,050.34	\$0.00		
Collection Materials	2021	2021	\$104,103.45	97.4%	\$101,396.58	\$0.00		
Collection Materials	2022	2022	\$106,768.72	97.4%	\$104,004.08	\$0.00		
			\$1,421,288.21		\$1,384,318.81	\$54,033.61	\$0.00	

Public Facility:		Fire Protection						
Service Area:		City-wide						
Project Description	Project Start Date	Project End Date	Local Cost of Project	Maximum Percentage of Funding from Impact Fees	Maximum Funding Possible from Impact Fees	Impact Fees Expended	Impact Fees Encumbered	Status/Remarks
New Station 4 (7,000 sf)	2007	2008	\$1,120,000.00	97.3%	\$1,089,585.42	\$0.00	n/a	To be paid by Carter Grove through agreement
Station 1 Relocation (15,000 sf)	2010	2011	\$2,625,000.00	3.3%	\$87,500.00	\$117,475.74	\$0.00	
Station 3 Relocation (7,000 sf)	2015	2016	\$1,225,000.00	14.3%	\$175,000.00	\$0.00		
New Station 5 (7,000 sf)	2021	2022	\$1,365,000.00	100.0%	\$1,365,000.00	\$0.00		
Heavy Vehicle	2007	2007	\$275,000.00	100.0%	\$275,000.00	\$0.00		Delayed from 2007
Heavy Vehicle	2007	2007	\$750,000.00	100.0%	\$750,000.00	\$0.00		Delayed from 2007
Heavy Vehicle	2021	2021	\$275,000.00	100.0%	\$275,000.00	\$0.00		
			\$7,635,000.00		\$4,017,085.42	\$117,475.74	\$0.00	

Public Facility:		Police Department						
Service Area:		City-wide						
Project Description	Project Start Date	Project End Date	Local Cost of Project	Maximum Percentage of Funding from Impact Fees	Maximum Funding Possible from Impact Fees	Impact Fees Expended	Impact Fees Encumbered	Status/Remarks
Facility Space (8,400 sf)	2018	2019	\$1,470,000.00	99.4%	\$1,460,950.20	\$85,694.34	\$0.00	
			\$1,470,000.00		\$1,460,950.20	\$85,694.34	\$0.00	

Public Facility:		Parks & Recreation						
Service Area:		City-wide						
Project Description	Project Start Date	Project End Date	Local Cost of Project	Maximum Percentage of Funding from Impact Fees	Maximum Funding Possible from Impact Fees	Impact Fees Expended	Impact Fees Encumbered	Status/Remarks
Future Park A (50 acres)	2012	2012	\$1,500,000.00	100.0%	\$1,500,000.00	\$0.00		
Future Park B (50 acres)	2018	2018	\$1,500,000.00	100.0%	\$1,500,000.00	\$0.00		
3 Track/Trails	see	remarks	\$690,000.00	96.7%	\$667,000.00	\$49,433.59	\$0.00	start date tba
2 Tennis Courts	see	remarks	\$100,460.06	100.0%	\$100,460.06	\$0.00		start date tba
2 Playgrounds	see	remarks	\$320,000.00	100.0%	\$320,000.00	\$0.00		start date tba
			\$4,110,460.06		\$4,087,460.06	\$49,433.59	\$0.00	

Public Facility:		Road Improvements						
Service Area:		City-wide						
Project Description	Project Start Date	Project End Date	Local Cost of Project	Maximum Percentage of Funding from Impact Fees	Maximum Funding Possible from Impact Fees	Impact Fees Expended	Impact Fees Encumbered	Status/Remarks
Douthit Ferry (widening)	tba	tba	\$750,000.00	100.0%	\$750,000.00	\$31,039.18	n/a	To be paid by Carter Grove through agreement
Terrell Drive (turn lane)	tba	tba	\$166,600.00	50.0%	\$83,300.00	\$0.00	\$0.00	
Center Road (widening)	tba	tba	\$498,225.00	100.0%	\$498,225.00	\$0.00		
			\$1,414,825.00		\$1,331,525.00	\$31,039.18	\$0.00	

2024-2028 COMMUNITY WORK PROGRAM CITY OF CARTERSVILLE, GA

Project Description	2024	2025	2026	2027	2028	Estimated Cost	Anticipated Funding Source(s)	Responsible Party or Parties
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Economic Development

<p>Continue to participate in the BCJDA and BC2JDA, equally with the County, and implement applicable components of the Economic Development Strategy, including:</p> <ol style="list-style-type: none"> 1. Retain / Expand Existing Industries & Attract New Ones 2. Improve Tax Digest per FTE 3. Develop Industrial Property 4. Implement the Comprehensive Financing & Administrative Plan 5. Support Workforce & Community Development 	X	X	X	X	X	n/a	General Fund	Bartow-Cartersville Joint Development Authority (BCJDA), Bartow-Cartersville Second Joint Development Authority (BC2JDA) City Council, Commissioner,
<p>Support collaboration among secondary and post-secondary education partners with each other and with employers, in regard to specialized job training programs and venues.</p>	X	X	X	X	X	n/a	General Fund	BCJDA, Chamber

Project Description	2024	2025	2026	2027	2028	Estimated Cost	Anticipated Funding Source(s)	Responsible Party or Parties
Continue to work with the Downtown Development Authority in the redevelopment of properties and attraction of businesses in the downtown. Retail recruitment through Cartersville Electric contracted recruitment services	X	X	X	X	X	n/a	DDA Budget, General Fund	Downtown Development Authority, City Council, Cartersville Electric/Electric Cities of GA, BCJDA
Market downtown as a destination specialty shops, restaurants and museums to draw people downtown	X	X	X	X	X	variable	DDA Budget, General Fund	Downtown Development Authority, City Council, Cartersville Bartow CVB

Natural and Historic Resources

Update Historic Preservation Design Standards	X					n/a (in house)	General Fund	City Council, Planning
Update Historic Resource Survey	X	X				TBD	General Fund, Grant	City Council, Planning
Continue to monitor the status of inventoried historic structures and properties located outside of the protected historic districts	X	X	X	X	X	n/a	General Fund	City Council, Planning,
Continue to support the restoration of original historic facades and buildings. Review and consider all available funding resources for historic preservation.	X	X	X	X	X	n/a	Grants, Private development	City Council, Planning

Project Description	2024	2025	2026	2027	2028	Estimated Cost	Anticipated Funding Source(s)	Responsible Party or Parties
Develop a 5-Year Capital Improvements Plan, which includes a schedule and budget for new facilities, maintenance and operation expenses, and a replacement plan for aging infrastructure within the City, based on adopted population and employment forecasts, and Levels of Service	X	X	X	X	X	n/a	General Fund	City Council

Public Works

Develop a long-range comprehensive transportation plan	X					Per MPO allotment	MPO	MPO Policy and Technical committees
City-wide road projects - milling and resurfacing	X	X	X	X	X	\$1,300,000	SPLOST/LMIG	Public Works
Douthit Ferry Rd. improvements – road widening from SR 61/113 to Old Alabama Rd. (4 lane with median)(Right-of-way acquisition and utility relocation)			X	X		\$11,350,000	2020 SPLOST	Public Works
Equipment replacement	X	X	X	X	X	Variable	General Fund	Public Works

Project Description	2024	2025	2026	2027	2028	Estimated Cost	Anticipated Funding Source(s)	Responsible Party or Parties
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Stormwater Division

MS4 Compliance	X	X	X	X	X	\$50,000/yr	General Fund, Stormwater Revenue	Stormwater Division
Railroad Ditch Improvements	X	X	X	X	X	\$100,000	General Fund, Stormwater Revenue	Stormwater Division
Terrell Heights Drainage	X					\$1,800,000	ARPA	Stormwater Division
Erwin-Leake Street Pipe Upgrade	X	X				\$600,000	ARPA	Stormwater Division
Pipe Liner Project	X	X				\$350,000	ARPA	Stormwater Division
Erwin Street Ditch Stabilization		X				\$1,200,000	ARPA	Stormwater Division
West Ave Culvert Removal			X			\$600,000	ARPA	Stormwater Division
Downtown Flood Study		X				\$50,000	Stormwater Revenue	Stormwater Division

Project Description	2024	2025	2026	2027	2028	Estimated Cost	Anticipated Funding Source(s)	Responsible Party or Parties
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Fire Department

Analyze current services and locational aspects of police, fire, libraries and medical services to determine appropriate densities in appropriate locations.	X	X	X	X	X	n/a	General Fund	City Council, Fire and Police Departments
Construct and place into operation Station #5/Cartergrove		X				\$8,500,000	Undetermined	City Council, Fire Department

Police Department

Demo existing building at firing range and build new training building	X	X				\$1,000,000	SPLOST	Police Department
Replace police patrol units – on going	X	X	X	X	X	\$550,000	Federal asset forfeiture funds/General Fund	Police Department
Purchase a Bearcat Armored Vehicle	X					\$320,000/yr	SPLOST	Police Department
Replace ALL Protective vests - ongoing	X	X	X	X	X	\$10,000/yr	General Fund	Police Department

Library

Collection Materials	X	X	X	X	X	\$552,438	General Fund	Library
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Project Description	2024	2025	2026	2027	2028	Estimated Cost	Anticipated Funding Source(s)	Responsible Party or Parties
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Parks & Recreation

Purchase/Develop Northside park land & development		X	X	X		\$2,825,000	2020-SPLOST	Parks and Recreation
Replacement of Pool Pak & Boiler at Senior Aquatic Center						COMPLETED FY21	General Fund	Parks and Recreation
Goodyear Clubhouse Renovation						COMPLETED FY21	General Fund	Parks and Recreation
Restrooms/Pavilion @ Pine Mt. Recreation Area – West Trailhead		X				\$150,000	General Fund/Grant	Parks and Recreation
Restroom/Pavilion @ Leake Mounds Trailhead		X				\$150,000	General Fund/Grant	Parks and Recreation
Dellinger Park Trail Renovation	X					\$100,000	Park Bond	Parks and Recreation
Dellinger Park Perimeter Fence Replacement				X	X	\$100,000	General Fund	Parks and Recreation
Dellinger Park Tennis Courts renovation/resurfacing	X					\$350,000	General Fund/Park Bond	Parks and Recreation

Project Description	2024	2025	2026	2027	2028	Estimated Cost	Anticipated Funding Source(s)	Responsible Party or Parties
Implement the Parks and Recreation Master Plan	X	X	X	X	X	n/a (implementation is cumulative from stated projects in STWP list)	General Fund, GDOT Grant, Park Bond	Parks and Recreation
Cartersville Sports Complex Field Lighting (F#3 & F#4)		X				\$250,000	Park Bond	Parks and Recreation
Dellinger Park Tennis Lighting (Ct.6-7, 13-14) & Basketball Ct Lighting		X				\$100,000	Park Bond	Parks and Recreation

School System

Develop a school expansion plan based on adopted forecasts of population which coordinates new facilities and residential permits.	X	X	X	X	X	n/a	School Board	Cartersville School System
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Electrical Utilities

Require a utility capacity analysis if a proposed development will severely impact adjacent or system-wide capacity	X	X	X	X	X	n/a	n/a	Electric Utility/MEAG
Area Lighting upgrades to LED	X	X	X	X	X	\$90,000/YR,avg	Electric Revenue	Electric Utility
Vehicle Replacement	X	X	X	X	X	\$1,000,000	Electric Revenue	Electric Utility

Project Description	2024	2025	2026	2027	2028	Estimated Cost	Anticipated Funding Source(s)	Responsible Party or Parties
Beauflor Expansion	X					\$100,000	Electric Revenue	Electric Utility
New Highland 75 Customer		X	X			\$300,000	Electric Revenue	Electric Utility
Electric System Study	X	X	X	X	X	\$60,000	Electric Revenue	Electric Utility
Advanced Metering Infrastructure (AMI)	X	X				\$1.7M	Electric Revenue & Reserves	Electric Utility
Underground Cable Relocation – Cass White RD			X			\$20,000	Electric Revenue	Electric Utility
Various reconductoring projects to upgrade older lines and poles to current standards	X	X	X	X	X	\$15,000/YR	Electric Revenue	Electric Utility
Main St/Center Rd. tie-line	X	X	X			\$235,000	Electric Revenue	Electric Utility
Tie line from substation #4 to Substation #12			X			\$105,000	Electric Revenue	Electric Utility
HPS to LED street lighting conversion	X	X	X	X	X	\$145,000/YR	Electric Revenue	Electric Utility

Gas Utilities

Project Description	2024	2025	2026	2027	2028	Estimated Cost	Anticipated Funding Source(s)	Responsible Party or Parties
Cassville-White Road Widening: I-75 to Old Grassdale Road (Bartow County) - 4" HP steel relocation		X				\$100,000	Gas Revenue	Gas System
Toyo Tire North America/Zion Road Development Area: Great Valley Parkway to Pettit Creek - 8" HP steel extension	X	X	X	X	X	\$500,000	JDA Funds	Gas System
Rowland Springs Road P.E. Extension - 6" P.E. extension, Dean Road to McCaskey Creek Road			X			\$35,000	Gas Revenue	Gas System
Gilreath Road/Peeples Valley Road 6" HP Loop			X			\$75,000	Gas Revenue	Gas System
CS/1054/Douthit Ferry Rd from Old Alabama Rd to CS SR61/SR113 CSSTP-0007-00(494)				X		\$350,000	Gas Revenue	Gas System
Bridge replacement of CS 963/Sugar Valley Rd at Nancy Creek 0016596	X					\$150,000	Gas Revenue	Gas System
Grassdale Rd from SR3/SR 20 0016628	X					\$75,000	Gas Revenue	Gas System
Rome-Cartersville Development Corridor 0013238		X				\$640,000	Gas Revenue	Gas System
GDOT Road Relocations	X					\$125,000	Gas Revenue	Gas System
District Regulating Station Renewals	X	X	X	X	X	\$125,000	Gas Revenue	Gas System

Project Description	2024	2025	2026	2027	2028	Estimated Cost	Anticipated Funding Source(s)	Responsible Party or Parties
Water & Sewer Department								
Replace Kohl's High Pressure Pump Station	X					\$2,800,000	Water & Sewer Revenue, Debt	Water & Sewer Department
12" Water Main – Jones Mill to Pine Vista (1.5 miles)					X	\$3,000,000	Water & Sewer Revenue, Debt	Water & Sewer Department
Replace Water Main in Crestwood S/D				X		\$2,000,000	Water & Sewer Revenue, Debt	Water & Sewer Department
Replace Water Main in Jordan Pines					X	\$1,000,000	Water & Sewer Revenue, Debt	Water & Sewer Department
High Pressure System Loop Completion		X				\$1,700,000	Water & Sewer Revenue, Debt	Water & Sewer Department
West Avenue Water Main Replacement			X			\$3,000,000	Water & Sewer Revenue, Debt	Water & Sewer Department
Downtown Water Main Replacement – Phase 2				X		\$2,500,000	Water & Sewer Revenue, Debt	Water & Sewer Department
Continue loop of City with 36" line from Old Mill to Mission Rd.			X	X		\$30,000,000	Water & Sewer Revenue, Debt	Water & Sewer Department
Water line – Replace old 10" on Cherokee from Erwin Street to Cassville Road (~2,000 ft) with 12"				X		\$850,000	Water & Sewer Revenue, Debt	Water & Sewer Department

Project Description	2024	2025	2026	2027	2028	Estimated Cost	Anticipated Funding Source(s)	Responsible Party or Parties
Fire Hydrant Replacement Program	X	X	X	X	X	\$20,000/YR	Water & Sewer Revenue, Debt	Water & Sewer Department
Water meter change out (AMI)	X	X				\$4,500,000	Water & Sewer Revenue, Debt	Water & Sewer Department
Replace asbestos cement main from Zena Dr to County Meter Pit (~2,000 feet – 12")			X			\$750,000	Water & Sewer Revenue, Debt	Water & Sewer Department
New Water Dept. Office/Lab Complex	X					\$12,000,000	Water & Sewer Revenue, Debt	Water & Sewer Department
Water Pollution Control Plant Capacity	X	X	X	X		\$200,000,000	Revenue Bonds	Council, Water & Sewer Department
WTP Lagoon Dredge	X					\$3,000,000	Water & Sewer Revenue, Debt	Water & Sewer Department
Sewer Inflow & Infiltration Elimination Program	X	X	X	X	X	\$60,000/YR	Water & Sewer Revenue, Debt	Council, Water & Sewer Department
Water Treatment Plant Capacity Expansion	X	X	X	X		\$90,000.000	Revenue Bonds	Council, Water & Sewer Department

Housing

Pursue opportunities with the Etowah Area Consolidated Housing Authority as a partner in the creation of affordable housing	X	X	X	X	X	n/a	Housing Authority Budget	Housing Authority
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Project Description	2024	2025	2026	2027	2028	Estimated Cost	Anticipated Funding Source(s)	Responsible Party or Parties
Pursue opportunities for partnerships with non-profit agencies in the creation of affordable housing opportunities	X	X	X	X	X	n/a	General Fund	City Council
Increase code enforcement within targeted neighborhoods of the City	X	X	X	X	X	n/a	General Fund	Planning
Address crime concerns in selected neighborhoods – on going	X	X	X	X	X	variable	General Fund	Police Dept
Continue to implement the mechanisms in place to foster the development of alternative forms of housing, such as mixed-use zoning, overlay districts, supplemented by the Character Area objectives and design guidelines	X	X	X	X	X	n/a	General Fund	City Council, Planning
Support the initiatives, projects and activities developed through the Georgia Initiative for Community Housing committee.	X	X	X	X	X	n/a	General Fund	City Council

Land Use

Update land use and zoning maps	X	X	X	X	X	\$3,000/year	General Fund	Planning, GIS
Follow up on Hotel/motel code enforcement compliance	X	X	X	X	X	n/a	General Fund	Planning
Investigate opportunities to increase housing in the downtown area	X					n/a	General Fund	City Council, Planning

Project Description	2024	2025	2026	2027	2028	Estimated Cost	Anticipated Funding Source(s)	Responsible Party or Parties
Identify strategies and recommended improvements as outlined in the adopted 2010 Urban Redevelopment Plan for North Towne, North west Industrial and South Industrial areas	X					n/a	General Fund	City Council, Planning
Refine, and create an Overlay District for the Tennessee Street Corridor	X	X				\$200,000	General Fund and/or Transp.grant	City Council, Cartersville Bartow MPO
Develop a public art program, and identify streetscape, lighting and associated elements design opportunities throughout the City, for civic facilities, public spaces and into roadway design.	X					variable	Grants, General Fund	DDA, City Council,
Create gateway features to highlight the entrances to special places and a strong identity program for unique historical resources, street signs with neighborhood names, and destination signs pointing to and from points of interest	X	X	X	X	X	variable	General Fund	City Council, DDA
Continue "Quiet Zone" efforts.	X	X				\$2,500,000	2020 SPLOST	Engineering, DDA, Council



CITY COUNCIL ITEM SUMMARY

MEETING DATE:	December 21, 2023
SUBCATEGORY:	Contracts & Agreements
DEPARTMENT NAME:	Planning and Development
AGENDA ITEM TITLE:	15 Spring Street: Lien Release
DEPARTMENT SUMMARY RECOMMENDATION:	15 Spring Street was purchased as part of the “First Time Homebuyers Program”. The applicant has fulfilled the obligation of five years’ ownership as set forth in the program. They have requested the attached Quit Claim Deed to be released at this time. This is a standard process, and since the applicant has fulfilled their obligation, staff recommends your approval to authorize said release.
LEGAL:	NA

Return Recorded Document to:

**CROSS REFERENCE:
DEED BOOK 2319, PAGE 67**

STATE OF GEORGIA
COUNTY OF BARTOW

QUITCLAIM DEED

THIS INDENTURE, made the _____ day of _____, **2023**, between **CITY OF CARTERSVILLE** of the State of Georgia, as party or parties of the first part, hereinafter called Grantor, and **RICHARD SPEIGHTS, JR.** of the State of Georgia, as party or parties of the second part, hereinafter called Grantee (the words "Grantor" and Grantee" to include their respective heirs, successors and assigns where the context requires or permits).

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

All that tract or parcel of land lying and being in Land Lot 195, 4th District, 3rd Section, City of Cartersville, Bartow County, Georgia, being Lot 26, Greenbriar Heights Subdivision, per the plat recorded in Plat Book 46, Page 247, Bartow County, Georgia Records, which plat is incorporated herein by reference and made a part hereof for a more complete description of the property conveyed.

Said property is also known as 15 Spring Street, Cartersville, Georgia, according to the present system of numbering house in Bartow County, Georgia.

THIS DEED IS GIVEN FOR THE SOLE PURPOSE OF RELEASING THE WITHIN DESCRIBED PROPERTY FROM THAT CERTAIN SECURITY DEED BETWEEN THE PARTIES HEREIN DATED SEPTEMBER 5, 2008, RECORDED IN DEED BOOK 2319, PAGE 67, BARTOW COUNTY, GEORGIA REAL ESTATE RECORDS.

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

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

Signed, sealed and delivered in the presence of:

CITY OF CARTERSVILLE

(Unofficial witness)

By: _____ (Seal)
Matthew J. Santini, Mayor

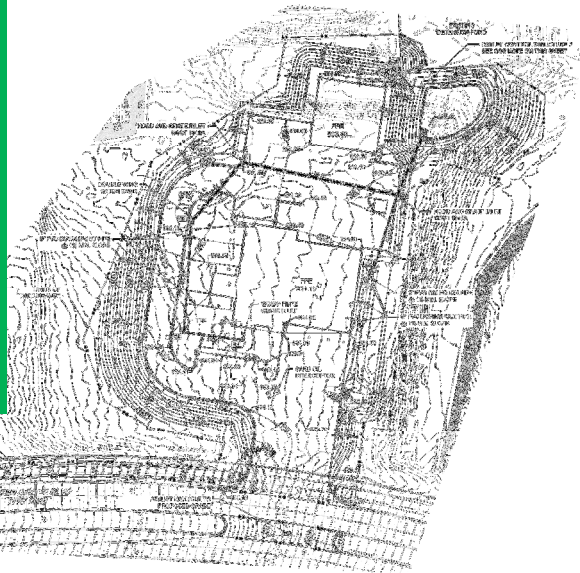
(Notary Public)

Attested to:
By: _____ (Seal)
Julia Drake, City Clerk



CITY COUNCIL ITEM SUMMARY

MEETING DATE:	December 21, 2023
SUBCATEGORY:	Contracts/Agreements
DEPARTMENT NAME:	Administration
AGENDA ITEM TITLE:	Fire Station #5: Early Site Release GMP Estimate
DEPARTMENT SUMMARY RECOMMENDATION:	This is the early site release GMP estimate from Reeves Young to perform site work for Fire Station #5. We are requesting Council approval to move forward with the sitework portion of the project while Reeves Young finalizes the rest of the project GMP.
LEGAL:	Reviewed by Archer & Lovell



Cartersville Fire Station 5

Early Site Release GMP Estimate

51 Carter Grove Blvd
Cartersville, GA 30120

December 6, 2023



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- 01 DETAILED ESTIMATE
- 02 EXHIBIT A - QUALIFICATIONS
- 03 EXHIBIT B - DOCUMENT LOG

1

Early Site Release GMP Estimate
Detailed Estimate and Cost Summary
December 6, 2023

Fire Station #5
City of Cartersville
Cartersville, GA



DESCRIPTION	Schematic Design Budget - 2023-09-13	Value Management - 2023-09-22	Early Site Release 2023-12-06	Variance	COMMENTS
01 - General Requirements	\$55,026.00	\$0.00	\$55,026.00	\$0.00	
014000 - Temporary Construction	\$ 55,026.00	\$ -	\$ 55,026.00	\$ -	Included in General Conditions
02 - Existing Conditions	\$27,600.00	\$0.00	\$19,200.00	-\$8,400.00	
022000 - Assessment	\$ 27,600.00	\$ -	\$ 19,200.00	\$ (8,400.00)	
31 - Earthwork	\$745,345.00	-\$136,750.00	\$564,112.00	-\$44,483.00	
312200 - Grading	\$ 707,845.00	\$ (136,750.00)	\$ 495,854.00	\$ (75,241.00)	VE item C1 to waste excess dirt on site
312500 - Erosion Control	\$ 37,500.00	\$ -	\$ 68,258.00	\$ 30,758.00	
33 - Utilities	\$455,930.00	\$0.00	\$363,189.00	-\$92,741.00	
331000 - Water Utilities	\$ 97,600.00	\$ -	\$ 114,170.00	\$ 16,570.00	
333000 - Sanitary Utilities	\$ 78,400.00	\$ -	\$ 79,507.00	\$ 1,107.00	
334000 - Storm Utilities	\$ 279,930.00	\$ -	\$ 169,512.00	\$ (110,418.00)	
99 - Miscellaneous Costs & Fees	\$34,500.00	\$0.00	\$34,500.00	\$0.00	
944100 - Rock Allowances	\$ 34,500.00	\$ -	\$ 34,500.00	\$ -	
Subtotal Direct Cost of Work	\$ 1,318,401	\$ 1,181,651	\$ 1,036,027	\$ (145,624)	
Lump Sum General Conditions	\$ 92,644	\$ 92,644	\$ 92,644	\$ -	
0.08% Builders Risk Insurance	\$ 1,055	\$ 945	\$ 829	\$ (226)	
0.70% General Liability Insurance	\$ 9,229	\$ 8,272	\$ 7,252	\$ (1,977)	
0.68% Payment & Performance Bond	\$ 8,965	\$ 8,035	\$ 7,045	\$ (1,920)	
3.00% Construction Contingency	\$ 39,552	\$ 35,450	\$ 31,081	\$ (8,471)	
3.85% Reeves Young Fee	\$ 56,589	\$ 51,089	\$ 41,121	\$ (15,468)	
Preconstruction Fee	\$ 9,500	\$ 9,500	\$ 9,500	\$ -	
Total	\$ 1,535,935	\$ 1,387,586	\$ 1,225,499	\$ (162,087)	
DESCRIPTION	Schematic Design Budget - 2023-09-13	Value Management - 2023-09-22	Early Site Release 2023-12-06	Variance	COMMENTS

Early Site Release
 City of Cartersville
 December 6, 2023

DESCRIPTION	QUANTITY	UNIT	TOTAL
01 - GENERAL REQUIREMENTS	13,629 SQFT	\$4.04	\$55,026
02 - EXISTING CONDITIONS	13,629 SQFT	\$1.41	\$19,200
31 - EARTHWORK	13,629 SQFT	\$41.39	\$564,112
33 - UTILITIES	13,629 SQFT	\$26.65	\$363,189
99 - MISCELLANEOUS COSTS & FEES	13,629 SQFT	\$2.53	\$34,500
Estimate Totals	13,629 SQFT	\$76.02	\$1,036,027
			\$92,644
0.08%	Lump Sum General Conditions		\$829
	Builders Risk Insurance - Non-Combustible New Construction		
0.70%	General Liability Insurance		\$7,252
0.68%	Payment & Performance Bond		\$7,045
3.00%	Construction Contingency		\$31,081
3.50%	Reeves Young Fee		\$41,121
	Preconstruction Fee		\$9,500
Total	13,629 SQFT	\$89.92	\$1,225,499

DESCRIPTION	QUANTITY	UNIT	TOTAL
01 - GENERAL REQUIREMENTS			
014000 - Temporary Construction			
014110 - Temporary Fencing			
Temporary Fencing	1,778.00 lf	\$12.00	\$21,336
Temporary Fence Screening	850.00 lf	\$9.00	\$7,650
Subtotal - 014110 - Temporary Fencing			\$28,986
014150 - Temporary Staging			
Temporary Gravel Staging/Laydown Areas	620.00 ton	\$42.00	\$26,040
Subtotal - 014150 - Temporary Staging			\$26,040
Subtotal - 014000 - Temporary Construction			\$55,026
Subtotal - 01 - GENERAL REQUIREMENTS	13,629 SQFT	\$4.04	\$55,026
02 - EXISTING CONDITIONS			
022000 - Assessment			
022100 - Surveys			
Site Surveying - Limits of Construction / Establish Benchmark	48.00 chrs	\$150.00	\$7,200
Site Surveying - Earthwork Grade Staking	0.00 chrs	\$150.00	\$0
<i>Included in Earthwork Scope</i>			
Site Surveying - Utility Manholes and Piping	0.00 chrs	\$150.00	\$0
<i>Included in Earthwork Scope</i>			
Site Surveying - Curb & Gutter	24.00 chrs	\$150.00	\$3,600
Site Surveying - Site Miscellaneous	32.00 chrs	\$150.00	\$4,800
Site Surveying - Building Corners / Control Lines	24.00 chrs	\$150.00	\$3,600
Subtotal - 022100 - Surveys			\$19,200
022600 - Hazardous Material Assessment			
Hazardous Materials Testing and Assessment Report	0.00 lsum	\$0.00	\$0
<i>Not included - to be considered an unforeseen condition</i>			
Subtotal - 022600 - Hazardous Material Assessment			\$0
Subtotal - 022000 - Assessment			\$19,200
024000 - Demolition and Structure Moving			
024113 - Selective Site Demolition			
Site Demolition Scope	0.00 lsum	\$0.00	\$0
<i>Included in Earthwork Scope</i>			
Subtotal - 024113 - Selective Site Demolition			\$0
Subtotal - 024000 - Demolition and Structure Moving			\$0
Subtotal - 02 - EXISTING CONDITIONS	13,629 SQFT	\$1.41	\$19,200
31 - EARTHWORK			
312000 - Earth Moving			
312200 - Grading			
Earthwork Scope	1.00 lsum	\$495,854.00	\$495,854
Subtotal - 312200 - Grading			\$495,854
312500 - Erosion and Sedimentation Controls			
Erosion Control Scope	1.00 lsum	\$68,258.00	\$68,258
Subtotal - 312500 - Erosion and Sedimentation Controls			\$68,258

Early Site Release
 City of Cartersville
 December 6, 2023

DESCRIPTION	QUANTITY	UNIT	TOTAL
Subtotal - 312000 - Earth Moving			\$564,112
Subtotal - 31 - EARTHWORK	13,629 SQFT	\$41.39	\$564,112
33 - UTILITIES			
331000 - Water Utilities			
331000 - Water Utilities			
Domestic Water & Fire Scope	1.00	Isum	\$114,170.00
Subtotal - 331000 - Water Utilities			\$114,170
Subtotal - 331000 - Water Utilities			\$114,170
333000 - Sanitary Sewerage			
333000 - Sanitary Sewerage			
Sanitary Site Utilities Scope	1.00	Isum	\$79,507.00
Subtotal - 333000 - Sanitary Sewerage			\$79,507
Subtotal - 333000 - Sanitary Sewerage			\$79,507
334000 - Stormwater Utilities			
334000 - Stormwater Utilities			
Stormwater Utilities Scope	1.00	Isum	\$169,512.00
Subtotal - 334000 - Stormwater Utilities			\$169,512
Subtotal - 334000 - Stormwater Utilities			\$169,512
Subtotal - 33 - UTILITIES	13,629 SQFT	\$26.65	\$363,189
99 - MISCELLANEOUS COSTS & FEES			
994000 - Incidentals			
994100 - Allowances			
Allowance - Replacement of Soils from Rock Removal	300.00	cy	\$40.00
Allowance - Rock Removal - Off Site	250.00	cy	\$90.00
Subtotal - 994100 - Allowances			\$34,500
Subtotal - 994000 - Incidentals			\$34,500
Subtotal - 99 - MISCELLANEOUS COSTS & FEES	13,629 SQFT	\$2.53	\$34,500

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Early Site Release GMP Estimate
Exhibit A - Qualifications
December 6, 2023

Fire Station #5
City of Cartersville
Cartersville, GA



QUALIFICATIONS & EXCLUSIONS

CARTERSVILLE FIRE STATION 5 – Site Early Release

DIVISION 1 - GENERAL REQUIREMENTS

Qualifications:

1. Unless otherwise noted herein, the scope of the work corresponding to this pricing is consistent with the documents as prepared by Croft & Associates per the attached Document Log. Outlined herein are the changes and/or clarifications to the scope of work required by these contract documents which are a result of negotiations, clarifications, and design review responses and shall supersede all previous documentation.
2. Cost breakouts are included for accounting purposes only and are not stand-alone prices.
3. The Contract Agreement between Reeves Young (RY) and the Owner shall supersede and prevail for any conflicts between the contract documents and the Construction Agreement that are not addressed in this pricing.
4. Electronic Documents will be provided to RY at no cost.
5. Scheduling shall be compiled and issued in a standard CPM format using Microsoft Project.
6. RY shall be paid for any damage repair or relocations required relevant to below grade utilities that are not indicated on the contract documents as existing or to be relocated (provided there is no willful misconduct on the part of RY during the discovery process or normal working activities).
7. RY will update these qualifications once the permitted 100% Construction Documents are issued to reflect items not in line with this estimate.
8. Cost is included for Builders Risk Insurance.
9. Cost is included for General Liability Insurance.
10. Cost is included for a Payment and Performance Bond.
11. Cost includes General Conditions as a lump sum and a Construction Contingency to be used at the discretion of Reeves Young for construction-related unforeseen conditions, including previously unknown or clarified scope, additional construction management oversight, subcontractor expenses, and/ or schedule acceleration and is not intended to serve as an Owner, Program and/or Design Contingency.
12. Cost is included for scopes as indicated in the detailed estimate. All other costs associated with the buildings and remaining site components will be included in the Building Component GMP.

Exclusions:

1. Cost associated with payment for testing (including materials testing, soil compaction testing, building envelope testing, chamber / cavity testing, special inspections, commissioning, air monitoring, abatement testing, closure reports, NPDES monitoring, or existing structure settlement monitoring) other than re-testing required due to non-conformance
2. Cost associated with Permitting including Plan Review Fees, Land Disturbance Permit, Building Permit, Variance Permit, Air Rights Permit, DOT Permit, and Certificate of Occupancy Fee
3. Electronic as-built documents
4. Cost loaded schedule
5. Cost associated with comments and inspections from state and local authorities resulting in changes to the scope of work and or contract documents during the construction process
6. Davis-Bacon wage rates

7. LEED, Earthcraft, and or 'green building' Certifications
8. Engineering design fees and costs
9. Material escalation factors including costs associated with foreign material tariffs
10. Acquisition of air rights and any costs associated with obtaining those from the surrounding properties
11. Owner Protective Insurance Policy
12. Workmanship Warranty over one (1) year
13. Owner Contingency
14. Escalation Contingency
15. Subcontractor payment and performance bonds

DIVISION 2 - EXISTING CONDITIONS

Qualifications:

1. None at this time.

Exclusions:

1. The identification, removal or disposal of any asbestos containing materials, industrial oils or hazardous materials
2. Removal of wells, cisterns or septic tanks
3. Removal and disposal of contaminated soil

DIVISIONS 26 - ELECTRICAL SYSTEMS

Qualifications:

1. None at this time.

Exclusions:

1. Main Utility Transformers and Main Power Service Lines and Connections to the Transformers
2. Utility company design, engineering, connection, and consumption fees

DIVISIONS 31 & 33 - SITE GRADING & UTILITIES

Qualifications:

1. Cost is included to waste all excess soil on site where allowable.
2. Cost is included for the removal of 250 cubic yards of rock and 300 yards of suitable fill as an allowance based off of subsurface conditions indicated in the geotechnical report.

Exclusions:

1. Utility Meter, Tap, Connection and Impact Fees / Cost including but not limited to water, sewer, gas, storm water, electrical, etc.
2. Relocation of existing utilities including but not limited to AT&T, Power, Verizon, etc.
3. Damage to existing utilities not represented on contract documents (CM/GC will use location services prior to any excavations and proper due diligence)
4. Gas meter and service line(s) from gas main to building
5. Flow testing of existing utilities

QUALIFICATIONS & EXCLUSIONS

6. Physical and in pipe camera examination of existing water and sewer utilities
7. Unforeseen conditions and underground hidden conditions including but not limited to underground debris, old foundations, tanks, septic systems and field lines, hazardous materials, unsuitable soils or unsuitable soil bearings, groundwater and dewatering cost associated with groundwater, rock removal or its replacement materials and excess topsoil (other than quantities listed above)
8. Fill materials for the replacement of unforeseen conditions as listed above
9. Hazardous materials
10. Final Property Survey - Certified or Other
11. Post As-built Hydrology Study and Reports
12. Certified Structural Settlement Survey
13. Easement application and associated fees
14. Chemical drying of soils
15. Temporary Dewatering systems
16. Permanent Dewatering systems
17. Settlement monitoring systems
18. Sanitary lift stations
19. Water quality devices
20. Dumpster drains

END OF QUALIFICATIONS & EXCLUSIONS

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Early Site Release GMP Estimate
Exhibit B - Document Log
December 6, 2023

Fire Station #5
City of Cartersville
Cartersville, GA



CONTRACT DOCUMENT LOG

DOCUMENT NUMBER	DOCUMENT TITLE	CURRENT DOCUMENT DATE	REEVES YOUNG RECEIVED DATE
START OF DRAWINGS			
G-001	COVER SHEET	10/27/23	10/30/23
C-001	GENERAL NOTES	10/27/23	10/30/23
C-100	EXISTING CONDITIONS AND DEMOLITION PLAN	10/27/23	10/30/23
C-101	SITE PLAN	10/27/23	10/30/23
C-102	LAYOUT PLAN	10/27/23	10/30/23
C-103	GRADING AND DRAINAGE PLAN	10/27/23	10/30/23
C-104	UTILITY PLAN	10/27/23	10/30/23
C-105	INITIAL EROSION CONTROL PLAN	10/27/23	10/30/23
C-106	INTERMEDIATE EROSION CONTROL PLAN	10/27/23	10/30/23
C-107	FINAL EROSION CONTROL PLAN	10/27/23	10/30/23
C-108	INFILTRATION TRENCH DETAILS	10/27/23	10/30/23
C-200	STORM PROFILES	10/27/23	10/30/23
C-500	CONSTRUCTION DETAILS 1 OF 5	10/27/23	10/30/23
C-501	CONSTRUCTION DETAILS 2 OF 5	10/27/23	10/30/23
C-502	CONSTRUCTION DETAILS 3 OF 5	10/27/23	10/30/23
C-503	CONSTRUCTION DETAILS 4 OF 5	10/27/23	10/30/23
C-504	CONSTRUCTION DETAILS 5 OF 5	10/27/23	10/30/23
C-505	ES&PC DETAILS 1 OF 3	10/27/23	10/30/23
C-506	ES&PC DETAILS 2 OF 3	10/27/23	10/30/23
C-507	ES&PC DETAILS 3 OF 3	10/27/23	10/30/23
C-508	ES&PC NOTES	10/27/23	10/30/23
C-509	ES&PC NOTES	10/27/23	10/30/23
END OF DRAWINGS			

CONTRACT DOCUMENT LOG

DOCUMENT NUMBER	DOCUMENT TITLE	CURRENT DOCUMENT DATE	REEVES YOUNG RECEIVED DATE
START OF SPECIFICATIONS			
	Report of Subsurface Exploration and Geotechnical Engineering Evaluation	8/24/23	8/25/23
	Stormwater Management Report	10/27/23	10/27/23
END OF SPECIFICATIONS			



CITY COUNCIL ITEM SUMMARY

MEETING DATE:	December 21, 2023
SUBCATEGORY:	Bid Award/Purchases
DEPARTMENT NAME:	Water department
AGENDA ITEM TITLE:	Replacement of Two Pick-up Trucks
DEPARTMENT SUMMARY RECOMMENDATION:	The Water department is requesting approval to purchase two (2) replacement pick-up trucks. A 2023 Ford F-150 4x4 crew cab in the amount of \$46,937.00 to replace truck #870 a 2007 F-150 with 66,000 miles and a 2023 Ford F-150 extended cab in the amount of \$44,445.00 to replace truck #801 a 2006 F-150 with 142,000 miles. The requested truck replacements are budgeted items.
LEGAL:	N/A

	4DR Crew Cab 4WD				Extended Cab 4WD			
Hardy Ford	49,395.38				46,664.38			
Hardy Chevrolet	48,286.65				44,791.95			
Prater Ford	46,937.00				44,445.00			
Delevery Time	Hardy Ford/ Chevrolet 15-18 Weeks							
	Prater Ford 90-120 Days							



CITY COUNCIL ITEM SUMMARY

MEETING DATE:	December 21, 2023
SUBCATEGORY:	Bid Award/Purchases
DEPARTMENT NAME:	Fire
AGENDA ITEM TITLE:	PPE Purchase for Recruits
DEPARTMENT SUMMARY RECOMMENDATION:	<p>The Fire Department requests approval for the construction and purchase of Personal Protective Clothing (PPE) for the newest firefighters that will begin recruit school the first week of February 2024. This PPE, known as “turn out gear” is the protective ensemble that firefighters wear while combating a fire and other hazardous emergencies. Two quotes were obtained. Firemaster quoted a set of PPE at \$2368.76 and Bennet quoted a price of \$2651.00 per set. We are recommending the lowest quote of Firemaster for the purchase of thirteen sets of PPE. This comes to a total price of \$30,794.00.</p> <p>This is a budgeted item and within budget. This gear will have a construction time of approximately eight weeks from the time of order.</p>
LEGAL:	N/A

Fire Master

57 Stoffel Dr.
 P.O. Box 185
 Tallapoosa, Ga. 30176
 1-800-341-6189
 Fax: 770-574-9663

Quotation

Date :12/12/23

Department: Cartersville Fire Dept.

Quantity	Stock Number	Description	Unit Price	Amount
13	2200C	Agility Gold Coat	\$1,095.00	\$14,235.00
13	Options	Thumb holes	\$25.00	\$325.00
13		Flashlight Hook and Strap	\$25.00	\$325.00
13		Dept. Name (CFD)	\$30.00	\$390.00
13	FF Names	FF Name: rookie class		\$342.00
13		W/ Snaps and Velcro	\$12.00	\$162.00
13		Caldura Thermal	\$90.00	\$1,170.00
13		Reinf. Pockets Black Ara-shield	\$50.00	\$650.00
13	2200P	Agility Gold Pants W/Suspenders	\$755.00	\$9,815.00
13	Options	Heat Channel Knees Sewn	\$70.00	\$910.00
13		Caldura Thermal	\$60.00	\$780.00
13		Belt and Loops	\$70.00	\$910.00
13		Hook & Dee	\$10.00	\$130.00
13		Reinf. Pockets Black Ara-Shield	\$50.00	\$650.00
			Total	\$30,794.00

Doug Brock

Date: 12/12/23



CITY COUNCIL ITEM SUMMARY

MEETING DATE:	December 21, 2023
SUBCATEGORY:	Bid Award/Purchases
DEPARTMENT NAME:	Administration
AGENDA ITEM TITLE:	GMA Membership Dues
DEPARTMENT SUMMARY RECOMMENDATION:	These are the 2024 dues for membership in the Georgia Municipal Association (GMA). The total is \$9,131.46 for the year and is based on the City's population. This is a budgeted request.
LEGAL:	N/A



Membership Service Fees Invoice

City of Cartersville
Mrs. Julia Drake
PO Box 1390
Cartersville, GA 30120-1390

INVOICE #: DUES 24
INVOICE DATE: 12/7/2023
DUE DATE: 1/31/2024
MEMBER #: 372

BILLING DESCRIPTION	AMOUNT
2024 Membership Service Fees	Base Fee: \$1,726.00
Population 23,904 @ 0.30980	\$7,405.46
	<hr/>
	Total Fee: \$9,131.46
RMEBS Program Participation Rebate	\$0.00
	<hr/>
	Total after Rebate: \$9,131.46

Remittance Advice: Cut here and insert into #10 window envelope.



MEMBER #: 372
Total Due: \$9,131.46

PLEASE MAIL PAYMENT WITH REMITTANCE ADVICE TO:

Georgia Municipal Association
PO Box 105377
Atlanta, GA 30348



CITY COUNCIL ITEM SUMMARY

MEETING DATE:	December 21, 2023
SUBCATEGORY:	Bid Award/Purchases
DEPARTMENT NAME:	Administration
AGENDA ITEM TITLE:	Everbridge Notification System Renewal
DEPARTMENT SUMMARY RECOMMENDATION:	The cost for the annual renewal of the Everbridge Notification System is \$12,836.73 and will continue the contract through January 28, 2025. This renewal is submitted for your approval and is a budgeted item.
LEGAL:	The contract has been approved by the City Attorney.



155 North Lake Avenue, Suite 900
Pasadena, CA 91101 USA

Phone: +1-818-230-9700
Fax: +1-818-230-9505

everbridge.com

Prepared for:

Logan Bagley
City of Cartersville
1 N. Erwin St.
Cartersville GA 30120-3121
United States
Ph: 770-387-5612
Fax: (770) 382-2704
Email: lbagley@cityofcartersville.org

Quotation

Quote #: Q-152445
Date: 11/8/2023
Expires On: 1/12/2024
Confidential

Salesperson: Brendan Cahill
Phone:
Email: brendan.cahill@everbridge.com

Contract Summary Information:	
Contract Period:	12 Months
Contract Start Date:	1/29/2024
Contract End Date:	1/28/2025

Contact Summary:

Household Count:	9,166
Employee Count:	

Qty	Description	Price
1	Mass Notification Base	USD 8,981.52
1	Everbridge Community Engagement	USD 1,718.61
23,740	Resident Connection - Life Safety - USA	USD 2,136.60

Pricing Summary:

Year One Fees:	USD 12,836.73
One-time Implementation and Setup Fees:	USD 0.00
Professional Services:	USD 0.00
Total Year One Fees Due:	USD 12,836.73

Messaging Credits Summary:

	Initial Credits Allowance	Additional Credits Purchased	Total Credits
Year 1	2,000,000	0	2,000,000

- 1. Quote subject to the terms and conditions of the Master Services Agreement, including any amendments, executed between Everbridge, Inc. and the customer listed above.
- 2. Messaging Credits listed above can be used for Notifications and expire at the end of each year. Consumption of Messaging Credits in excess of these amounts in any year will incur additional charges
- 3. Subject to sales taxes where applicable.
- 4. Except for currency designation, the supplemental notes below, if any, supplied in this Quote are for informational purposes and not intended to be legally binding or override negotiated language of the Everbridge Inc. Master Service Agreement.

Please, Sign, Date and Return:

Signature:

Date:

Name (Print):

Title:

Please, Sign, Date and Return:

Signature:

Date:

Name (Print):

Title:

Everbridge, Inc.
55 North lake Avenue, Suite 900
Pasadena, CA 91101
(818) 230-9700
THANK YOU FOR YOUR BUSINESS!



CITY COUNCIL ITEM SUMMARY

MEETING DATE:	December 21, 2023
SUBCATEGORY:	Bid Award/Purchases
DEPARTMENT NAME:	Administration
AGENDA ITEM TITLE:	Firefighters Cancer Insurance Policy Renewal
DEPARTMENT SUMMARY RECOMMENDATION:	Terry Watkins Insurance has provided the city with the annual cancer insurance policy for city firefighters with a premium of \$13,320.00. This is a requirement under Georgia law for the city to provide this insurance and I recommend approval of this budgeted insurance premium.
LEGAL:	NA



CITY COUNCIL ITEM SUMMARY

MEETING DATE:	December 21, 2023
SUBCATEGORY:	Bid Award/Purchases
DEPARTMENT NAME:	Water Department
AGENDA ITEM TITLE:	Water Meters for Stock
DEPARTMENT SUMMARY RECOMMENDATION:	<p>The attached invoice is for 192 (one pallet) of 3/4” Sensus iPerl meters from the sole source supplier, Kendall Supply for \$26,208.60. These are the same meters and equipment being installed in the AMI project. This represents between 4-6 months’ supply at present.</p> <p>We recommend approval to pay this invoice. This is a budgeted item to be paid from account #505.3320.52.2390.</p>
LEGAL:	N/A

-----REMIT TO-----
KENDALL SUPPLY, INC.
2941 PIEDMONT RD NE STE D
ATLANTA GA 30305-2784

INVOICE NUMBER: 22467401
ACCOUNT NUMBER: CACIOF
INVOICE DATE: 12/11/23
PAGE NUMBER: 1

*** I N V O I C E ***

+-----SOLD TO-----+-----SHIP TO-----+
CITY OF CARTERSVILLE CITY OF CARTERSVILLE
P O BOX 1390 100 WALNUT GROVE RD
CARTERSVILLE, GA 30120 CARTERSVILLE, GA 30120
EMAIL

OUR ORDER#: 224674 IJ YOUR P/O#: TERRY JORDAN
ORDER DATE: 12/05/23 10:53:47 PLACED BY: TERRY JORDAN
PICK DATE: 12/05/23 CONTRACT#:
SHIP DATE: 12/05/23 JOB#/NAME: STOCK IPERLS
SHIP VIA: MOTOR FRT PREPAID SALES REP: MA
F.O.B. : TERMS: NET 30 DAYS

ORDERED	SHIPPED	BACKORD	UNIT	ITEM#/DESCRIPTION	PRICE	DISC%	AMOUNT
192	192		Ea	WM-IP07-T1G METER 3/4" iPERL, 7.5 EE, 1 GAL 7 WH TRPL L/HOUSING (I2S1GBXX) 96728426-96728617(696700)	136.50	.00	26,208.00
**** INVOICE TOTAL ****							26,208.00
Pmt due by 01/10/24							

** SELLER IS A DISTRIBUTOR OF PRODUCTS MANUFACTURED AND **
** WARRANTED BY OTHERS. THE GOODS SOLD BY THIS INVOICE AND **
** CONTRACT ARE FURNISHED "AS IS" BY SELLER, AND ARE SUBJECT **
** ONLY TO THE MANUFACTURER'S WARRANTIES. SELLER SHALL NOT BE **
** LIABLE FOR ANY LOSS, DAMAGE, OR INJURY, DIRECT OR **
** CONSEQUENTIAL, ARISING OUT OF THE USE OF OR THE INABILITY TO **
** USE THE PRODUCT. BEFORE USING, USER SHALL DETERMINE THE **
** SUITABILITY OF THE PRODUCT FOR HIS INTENDED USE AND ASSUMES **
** ALL RISKS AND LIABILITY WHATEVER IN CONNECTION THEREWITH. **



CITY COUNCIL ITEM SUMMARY

MEETING DATE:	December 21, 2023
SUBCATEGORY:	Change Order
DEPARTMENT NAME:	Water Department
AGENDA ITEM TITLE:	Atco-Pettit Creek & JDC Sewer change Order
DEPARTMENT SUMMARY RECOMMENDATION:	<p>On June 15, 2023, Council approved a construction contract with UWS, Inc. to replace two aerial sewer crossings of Pettit Creek at Atco and on Jimmy Don Crane (JDC) property. This change order adds \$441,329.81 and 150 days to the total project, divided proportionally between the two sections.</p> <p>\$87,480.00 is added to the Atco section due to changing to jack & bore from open cut under bridge, changing manhole types and removing an additional aerial crossing at Fairview Drive. \$353,489.81 is added to the JDC section due to request from Bartow County to increase the size of this sewer from twelve inch to twenty-four inch, as this serves a large portion of the Highway 20 development corridor. Bartow County will reimburse the City for this portion of the change order. This change order is recommended for your approval.</p>
LEGAL:	N/A


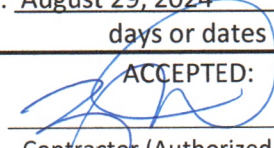
Date of Issuance: 12/7/2023 Effective Date: _____
 Owner: City of Cartersville Owner's Contract No.: 505-3320-54-3409
 Contractor: UWS, Inc. Contractor's Project No.: _____
 Engineer: RINDT, Inc. Engineer's Project No.: R2020-173
 Project: Atco-Pettit Creek and Jimmy Don Crane Sewer Improvements Contract Name: _____

The Contract is modified as follows upon execution of this Change Order:

Description: **Sewer on ATCO -Petit Creek section was lowered, and jack & bore method instead of open cut is being used under the bridge. A doghouse manhole is being used instead of a regular manhole for the tie-in. The Jimmy-Don Crane section is being upgraded to a 24-inch sewer instead of a 12-inch sewer, with a 30-inch casing for the jack & bore instead of a 24-inch casing. The manholes are being re-cored to accommodate this change. Fairview Drive sewer section added to project. The Owner will purchase the materials related to the 12-inch sewer for the Jimmy-Don section of the project that were previously purchased by Contractor.**

Attachments: **2023-11-27 Cartersville Atco & Jimmy Don Cost Estimate Change; Invoices; Updated Drawings**

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES [note changes in Milestones if applicable]
Original Contract Price: \$ <u>990,245.00</u>	Original Contract Times: 08/01/2023 Substantial Completion: <u>02/27/2024</u> Ready for Final Payment: <u>03/28/2024</u> days or dates
[Increase][Decrease] from previously approved Change Orders No. ___ to No. ___: \$ <u>N/A</u>	[Increase] [Decrease] from previously approved Change Orders No. ___ to No. ___: Substantial Completion: <u>N/A</u> Ready for Final Payment: <u>N/A</u> days
Contract Price prior to this Change Order: \$ <u>990,245.00</u>	Contract Times prior to this Change Order: Substantial Completion: <u>02/27/2024</u> Ready for Final Payment: <u>03/28/2024</u> days or dates
Increase of this Change Order: \$ <u>441,329.81</u>	Increase of this Change Order: Substantial Completion: _____ Ready for Final Payment: _____ days or dates
Contract Price incorporating this Change Order: \$ <u>1,431,574.81</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>July 30, 2024</u> Ready for Final Payment: <u>August 29, 2024</u> days or dates

RECOMMENDED: 	ACCEPTED:	ACCEPTED: 
By: _____ Engineer (if required)	By: _____ Owner (Authorized Signature)	By: _____ Contractor (Authorized Signature)
Title: <u>Vice President</u>	Title: _____	Title: <u>Vice President</u>
Date: <u>12/12/2023</u>	Date: _____	Date: <u>12/12/2023</u>

R2020-173

Change Order 1

ATCO-Petit Creek Sewer

ITEM	DESCRIPTION	Original Bid				Redesign Pricing				Qty Difference	Jimmy Don Difference Amount	Atco Difference Amount
		UNIT	EST. QUANT.	UNIT PRICE	BID ITEM PRICE	UNIT	EST. QUANT.	UNIT PRICE	BID ITEM PRICE			
1	Mobe	Ls	1	\$ 15,000.00	\$ 15,000.00	Ls	1	\$ 15,000.00	\$ 15,000.00	0.00	\$ -	\$ -
2	Site Restoration	Ls	1	\$ 40,000.00	\$ 40,000.00	Ls	1	\$ 40,000.00	\$ 40,000.00	0.00	\$ -	\$ -
3	Traffic Control	Ls	1	\$ 30,000.00	\$ 30,000.00	Ls	1	\$ 30,000.00	\$ 30,000.00	0.00	\$ -	\$ -
4	Site Clearing	AC	0.5	\$ 40,000.00	\$ 20,000.00	AC	0.5	\$ 40,000.00	\$ 20,000.00	0.00	\$ -	\$ -
5	Rock Removal	Cy	300	\$ 120.00	\$ 36,000.00	Cy	300	\$ 120.00	\$ 36,000.00	0.00	\$ -	\$ -
6	Temp Erosion Controls	Ls	1	\$ 5,000.00	\$ 5,000.00	Ls	1	\$ 5,000.00	\$ 5,000.00	0.00	\$ -	\$ -
7	NPDES Permitting & Compliance	Mo	8	\$ 1,000.00	\$ 8,000.00	Mo	8	\$ 1,000.00	\$ 8,000.00	0.00	\$ -	\$ -
8	Additional Silt Fence	Lf	250	\$ 5.00	\$ 1,250.00	Lf	250	\$ 5.00	\$ 1,250.00	0.00	\$ -	\$ -
9	Add Stone Check Dams	Ea	5	\$ 750.00	\$ 3,750.00	Ea	5	\$ 750.00	\$ 3,750.00	0.00	\$ -	\$ -
10	Construction Exit	Ea	2	\$ 2,000.00	\$ 4,000.00	Ea	2	\$ 2,000.00	\$ 4,000.00	0.00	\$ -	\$ -
11	R&R Chainlink Fence	Ls	1	\$ 8,500.00	\$ 8,500.00	Ls	1	\$ 8,500.00	\$ 8,500.00	0.00	\$ -	\$ -
12	Seeding	Sf	22410	\$ 0.50	\$ 11,205.00	Sf	22410	\$ 0.50	\$ 11,205.00	0.00	\$ -	\$ -
13	Sodding	Sf	200	\$ 7.00	\$ 1,400.00	Sf	200	\$ 7.00	\$ 1,400.00	0.00	\$ -	\$ -
14	4' Diam MH 0-6	Ea	7	\$ 6,500.00	\$ 45,500.00	Ea	7	\$ 6,500.00	\$ 45,500.00	0.00	\$ -	\$ -
15	5' Diam Cut In MH 0-6	Ea	1	\$ 22,000.00	\$ 22,000.00	Ea	1	\$ 22,000.00	\$ 22,000.00	0.00	\$ -	\$ -
16	4' Diam Cut-in MH 0-6	Ea	1	\$ 9,500.00	\$ 9,500.00	Ea	1	\$ 9,500.00	\$ 9,500.00	0.00	\$ -	\$ -
17	Add 5' MH	Vf	9	\$ 1,200.00	\$ 10,800.00	Vf	9	\$ 1,200.00	\$ 10,800.00	0.00	\$ -	\$ -
18	Add 4' MH	Vf	26	\$ 1,000.00	\$ 26,000.00	Vf	26	\$ 1,000.00	\$ 26,000.00	0.00	\$ -	\$ -
19	Bolt Down R&C											
	Jimmy Don	Ea	5	\$ 850.00	\$ 4,250.00	Ea	5	\$ 850.00	\$ 4,250.00	0.00	\$ -	
	Atco	Ea	5	\$ 850.00	\$ 4,250.00	Ea	4	\$ 850.00	\$ 3,400.00	-1.00		\$ (850.00)
20	MH Inner lining	Ea	1	\$ 18,000.00	\$ 18,000.00	Ea	1	\$ 18,000.00	\$ 18,000.00	0.00	\$ -	\$ -
21	Adjust Ex MH	Ea	1	\$ 5,000.00	\$ 5,000.00	Ea	1	\$ 5,000.00	\$ 5,000.00	0.00	\$ -	\$ -
22	24" Jack and Bore (Jimmy Don)	Lf	160	\$ 1,250.00	\$ 200,000.00	Lf	0	\$ 1,250.00	\$ -	-160.00	\$ (200,000.00)	
23	20" Open Cut casing (Atco)	Lf	75	\$ 900.00	\$ 67,500.00	Lf	0	\$ 900.00	\$ -	-75.00		\$ (67,500.00)
24	12" SDR 26 0-6											\$ -
	Jimmy Don	Lf	283	\$ 175.00	\$ 49,525.00	Lf	0	\$ 175.00	\$ -	-283.00	\$ (49,525.00)	
	Atco	Lf	90	\$ 175.00	\$ 15,750.00	Lf	0	\$ 175.00	\$ -	-90.00		\$ (15,750.00)
25	12" SDR 26 6-8											
	Jimmy Don		0	\$ 185.00	\$ -	Lf	0	\$ 185.00	\$ -	0.00	\$ -	
	Atco		63	\$ 185.00	\$ 11,655.00	Lf	90	\$ 185.00	\$ 16,650.00	27.00		\$ 4,995.00
26	12" SDR 26 8-10											
	Jimmy Don	Lf	0	\$ 195.00	\$ -		0	\$ 195.00	\$ -	0.00	\$ -	
	Atco	Lf	125	\$ 195.00	\$ 24,375.00		100	\$ 195.00	\$ 19,500.00	-25.00		\$ (4,875.00)
27	12" SDR 26 10-12											
	Jimmy Don	Lf	0	\$ 205.00	\$ -	Lf	0	\$ 205.00	\$ -	0.00	\$ -	
	Atco	Lf	111	\$ 205.00	\$ 22,755.00	Lf	107	\$ 205.00	\$ 21,935.00	-4.00		\$ (820.00)
28	12" SDR 26 12-14											
	Jimmy Don	Lf	0	\$ 240.00	\$ -	Lf	0	\$ 240.00	\$ -	0.00	\$ -	
	Atco	Lf	123	\$ 240.00	\$ 29,520.00	Lf	123	\$ 240.00	\$ 29,520.00	0.00		\$ -
29	12" DIP 0-6											
	Jimmy Don	Lf	0	\$ 250.00	\$ -	Lf	0	\$ 250.00	\$ -	0.00	\$ -	
	Atco	Lf	0	\$ 250.00	\$ -	Lf	0	\$ 250.00	\$ -	0.00		\$ -
30	12" DIP 6-8											
	Jimmy Don	Lf	22	\$ 260.00	\$ 5,720.00	Lf	0	\$ 260.00	\$ -	-22.00	\$ (5,720.00)	
	Atco	Lf	0	\$ 260.00	\$ -	Lf	0	\$ 260.00	\$ -	0.00		\$ -
31	12" DIP 8-10											
	Jimmy Don	Lf	133	\$ 280.00	\$ 37,240.00	Lf	0	\$ 280.00		-133.00	\$ (37,240.00)	
	Atco	Lf	0	\$ 280.00	\$ -	Lf	0	\$ 280.00		0.00		\$ -
32	Abandon Ex Sewer	Ls	1	\$ 45,000.00	\$ 45,000.00	Ls	1	\$ 45,000.00	\$ 45,000.00	0.00	\$ -	\$ -
33	Core New 12" PVC	Ea	1	\$ 2,500.00	\$ 2,500.00	Ea	0	\$ 2,500.00	\$ -	-1.00		\$ (2,500.00)

ITEM	DESCRIPTION	Original Bid				Redesign Pricing				Qty Difference	Jimmy Don Difference Amount	Atco Difference Amount
		UNIT	EST. QUANT.	UNIT PRICE	BID ITEM PRICE	UNIT	EST. QUANT.	UNIT PRICE	BID ITEM PRICE			
34	Bypass Pumping	Ls	1	\$ 55,000.00	\$ 55,000.00	Ls	1	\$ 55,000.00	\$ 55,000.00	0.00	\$ -	\$ -
M1	Pre Construction Video	Ls	1	\$ 1,500.00	\$ 1,500.00	Ls	1	\$ 1,500.00	\$ 1,500.00	0.00	\$ -	\$ -
M2	Surveying	Ls	1	\$ 20,000.00	\$ 20,000.00	Ls	1	\$ 20,000.00	\$ 20,000.00	0.00	\$ -	\$ -
M3	R&R Pedestrian Bridge	Ls	1	\$ 25,000.00	\$ 25,000.00	Ls	0	\$ 25,000.00	\$ -	-1.00	\$ -	\$ (25,000.00)
M4	Reocate 12" Water	Ls	1	\$ 15,000.00	\$ 15,000.00	Ls	1	\$ 15,000.00	\$ 15,000.00	0.00	\$ -	\$ -
A-1	Landscaping	Ls	1	\$ 2,500.00	\$ 2,500.00	Ls	1	\$ 2,500.00	\$ 2,500.00	0.00	\$ -	\$ -
A-2	Utility Relocation	Ls	1	\$ 3,500.00	\$ 3,500.00	Ls	1	\$ 3,500.00	\$ 3,500.00	0.00	\$ -	\$ -
A-3	Unsuitable Stone	Cy	400	\$ 35.00	\$ 14,000.00	Cy	400	\$ 35.00	\$ 14,000.00	0.00	\$ -	\$ -
A-4	Misc. Work	Ls	1	\$ 5,000.00	\$ 5,000.00	Ls	1	\$ 5,000.00	\$ 5,000.00	0.00	\$ -	\$ -
A-5	Exploratory	Ls	1	\$ 5,000.00	\$ 5,000.00	Ls	1	\$ 5,000.00	\$ 5,000.00	0.00	\$ -	\$ -
A-6	Add Stone Check Dams	Cy	80	\$ 35.00	\$ 2,800.00	Cy	80	\$ 35.00	\$ 2,800.00	0.00	\$ -	\$ -
Items Originally not on Bid												\$ -
C-1	20" Jack and Bore under 298	Lf	0	\$ -	\$ -	Lf	110	\$ 1,250.00	\$ 137,500.00	110.00	\$ -	\$ 137,500.00
C-2	30" Jack and Bore under creek	Lf	0	\$ -	\$ -	Lf	160	\$ 1,850.00	\$ 296,000.00	160.00	\$ 296,000.00	\$ -
C-3	24" DIP 6-8	Lf	0	\$ -	\$ -	Lf	155	\$ 575.00	\$ 89,125.00	155.00	\$ 89,125.00	\$ -
C-4	24" DIP 8-10	Lf	0	\$ -	\$ -	Lf	153	\$ 575.00	\$ 87,975.00	153.00	\$ 87,975.00	\$ -
C-5	24" SDR 26 6-8	Lf	0	\$ -	\$ -	Lf	5	\$ 390.00	\$ 1,950.00	5.00	\$ 1,950.00	\$ -
C-6	24" SDR 26 8-10	Lf	0	\$ -	\$ -	Lf	11	\$ 400.00	\$ 4,400.00	11.00	\$ 4,400.00	\$ -
C-7	24" SDR 26 10-12	Lf	0	\$ -	\$ -	Lf	14	\$ 410.00	\$ 5,740.00	14.00	\$ 5,740.00	\$ -
C-8	24" SDR 26 12-14	Lf	0	\$ -	\$ -	Lf	25	\$ 420.00	\$ 10,500.00	25.00	\$ 10,500.00	\$ -
C-9	24" SDR 26 14-16	Lf	0	\$ -	\$ -	Lf	148	\$ 430.00	\$ 63,640.00	148.00	\$ 63,640.00	\$ -
C-10	8' Diameter Doghouse	Ea	0	\$ -	\$ -	Ea	1	\$ 28,000.00	\$ 28,000.00	1.00	\$ -	\$ 28,000.00
C-11	Core & Boot Manholes											
	Jimmy Don	Ea	0	\$ -	\$ -	Ea	8	\$ 1,750.00	\$ 14,000.00	8.00	\$ 14,000.00	\$ -
	Atco	Ea	0	\$ -	\$ -	Ea	0	\$ 1,750.00	\$ -	0.00	\$ -	\$ -
	Materials already purchased (County to buy back)								\$ 73,004.81		\$ 73,004.81	\$ -
					\$ 990,245.00				\$ 1,397,294.81		\$ 353,849.81	\$ 53,200.00
Potential Change Order for Petit Creek Sewer by Rail Road Bridge (Fairview Dr.)												
	4' Diam Cut-in MH 0-6	Ea	0	\$ -	\$ -	Ea	1	\$ 9,500.00	\$ 9,500.00			
	8" SDR 26 6-8	Lf	0	\$ -	\$ -	Lf	40	\$ 150.00	\$ 6,000.00			
	Misc. Bypass	Ls	0	\$ -	\$ -	Ls	1	\$ 8,500.00	\$ 8,500.00			
	R&R Wire Fencing	Ls	0	\$ -	\$ -	Lf	30	\$ 40.00	\$ 1,200.00			
	Misc. Abandonment	Ea	0	\$ -	\$ -	Ea	2	\$ 2,500.00	\$ 5,000.00			
	Rip Rap Type III	Tn	0	\$ -	\$ -	Tn	14	\$ 120.00	\$ 1,680.00			
	Misc. Grassing	Sy	0	\$ -	\$ -	Sy	400	\$ 6.00	\$ 2,400.00			
									\$ 34,280.00			

Total Original Cost \$ 990,245.00

Total Revised Cost \$ 1,431,574.81

FERGUSON® WATERWORKS

EMAIL DUPLICATE Meeting: December 21, 2023 Item 18.

FEL-GEORGIA WATERWORKS #554
PO BOX 100286
ATLANTA, GA 30384-0286

Deliver To:
From: Bob Mcwhorter
Comments:

Please Contact With Questions:
770-248-9037

Invoice Number	Customer	Page
1184697	65880	1

Please refer to Invoice Number when making payment and remit to: **TOTAL DUE ----> 31933.88**

FEL-GEORGIA WATERWORKS #554
PO BOX 100286
ATLANTA, GA 30384-0286

Sold To:

UWS INC
PO BOX 516
ATCO-PETTIT CREEK SWR IMP
TRION, GA 30753

Ship To:

UWS INC
337 CASSVILLE RD
ATCO-PETTIT CREEK SWR IMPROVEM
CARTERSVILLE, GA 30120

Ship Whse	Sell Whse	Tax Code	Customer Order Number	Sales Person	Job Name	Invoice Date	Batch
407	407	GAE	12" SDR26	001	ATCO-PETTIT CREEK SWR IMP	09/20/2023	132850
Ordered	Shipped	Item Number	Description	Unit Price	UM	Amount	
812	812	SDR26HWSP1214	12X14 SDR26 HW PVC GJ SWR PIPE	39.120	FT	31765.44	
1000	0	TW12SLD30G500	12GA SLD COP PE30 WIRE GREE 500	165.850	M	0.00	
2	2	PSD2105G4	2X1000 UG DET SWR GREE	45.460	EA	90.92	
4	4	PSLUBXL1G	1 GAL 8 LB PIPE JT LUB NSF NEW FORM	19.380	EA	77.52	
1	0	PSCPLS	1X6 RND COTT LUB SWAB	6.040	EA	0.00	
9	0	ACI12202	12X20 PE CASING SPACER	138.300	EA	0.00	
2	0	CCES0113202000	12X20 END SEAL	60.000	EA	0.00	
17	0	ASSIM1224CR	12X24 SS CNTR CASING SPACER	145.380	EA	0.00	
2	0	CCES1224	12X24 END SEAL	70.000	EA	0.00	

Invoice Sub-Total 31933.88
Tax 0.00
Total Amt 31933.88

TOTAL DUE ----> 31933.88

Total Shipment = 58 sticks
Jimmy Don = 26 sticks.
Price Jimmy Don Pipe = \$14,408.12
Tax = 7%
Total Credit = \$15,416.69
+ 90.92+77.52 = \$15,585.13

ALL ACCOUNTS ARE DUE AND PAYABLE PER THE CONDITIONS AND TERMS OF THE ORIGINAL INVOICE. ALL PAST DUE AMOUNTS ARE SUBJECT TO A SERVICE CHARGE AT THE MAXIMUM RATE ALLOWED BY STATE LAW PLUS COSTS OF COLLECTION INCLUDING ATTORNEY FEES IF INCURRED. FREIGHT TERMS ARE FOR OUR DOCK UNLESS OTHERWISE SPECIFIED ABOVE. COMPLETE TERMS AND CONDITIONS ARE AVAILABLE UPON REQUEST OR CAN BE VIEWED ON THE WEB AT <https://www.ferguson.com/content/website-info/terms-of-sale>
GOVT BUYERS: ALL ITEMS QUOTED ARE OPEN MARKET UNLESS NOTED OTHERWISE.

LEAD LAW WARNING: IT IS ILLEGAL TO INSTALL PRODUCTS THAT ARE NOT "LEAD FREE" IN ACCORDANCE WITH US FEDERAL OR OTHER APPLICABLE LAW IN POTABLE WATER SYSTEMS ANTICIPATED FOR HUMAN CONSUMPTION. PRODUCTS WITH *NP IN THE DESCRIPTION ARE NOT LEAD FREE AND CAN ONLY BE INSTALLED IN NON-POTABLE APPLICATIONS. BUYER IS SOLELY RESPONSIBLE FOR PRODUCT SELECTION.



FEL-GEORGIA WATERWORKS #554
 PO BOX 100286
 ATLANTA, GA 30384-0286

Deliver To:
 From: Bob Mcwhorter
 Comments:

Please Contact With Questions:
 770-248-9037

Invoice Number	Customer	Page
1184894	65880	1

Please refer to Invoice Number when making payment and remit to: **TOTAL DUE ---> 34240.91**

FEL-GEORGIA WATERWORKS #554
 PO BOX 100286
 ATLANTA, GA 30384-0286

Sold To:
 UWS INC
 PO BOX 516
 ATCO-PETTIT CREEK SWR IMP
 TRION, GA 30753

Ship To:
 UWS INC
 337 CASSVILLE RD
 ATCO-PETTIT CREEK SWR IMPROVEM
 CARTERSVILLE, GA 30120

Ship Whse	Sell Whse	Tax Code	Customer Order Number	Sales Person	Job Name	Invoice Date	Batch
407	407	GAE	MARK SUTTON	001	ATCO-PETTIT CREEK SWR IMP	09/29/2023	132940
Ordered	Shipped	Item Number	Description	Unit Price	UM	Amount	
320	320	AFT350PP412	12 CL350 P-401 DI FASTITE PIPE	99.220	FT	31750.40	
11	11	AAFGRGSKT12	12 SBR AMARILLO FAST GRIP GSKT	226.410	EA	2490.51	

Invoice Sub-Total 34240.91
Tax 0.00
Total Amt 34240.91

TOTAL DUE ---> 34240.91

ALL ACCOUNTS ARE DUE AND PAYABLE PER THE CONDITIONS AND TERMS OF THE ORIGINAL INVOICE. ALL PAST DUE AMOUNTS ARE SUBJECT TO A SERVICE CHARGE AT THE MAXIMUM RATE ALLOWED BY STATE LAW PLUS COSTS OF COLLECTION INCLUDING ATTORNEY FEES IF INCURRED. FREIGHT TERMS ARE FOR OUR DOCK UNLESS OTHERWISE SPECIFIED ABOVE. COMPLETE TERMS AND CONDITIONS ARE AVAILABLE UPON REQUEST OR CAN BE VIEWED ON THE WEB AT <https://www.ferguson.com/content/website-info/terms-of-sale> GOVT BUYERS: ALL ITEMS QUOTED ARE OPEN MARKET UNLESS NOTED OTHERWISE.

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EMAIL DUPLICATE

Meeting: December 21, 2023 Item18.

FEL-GEORGIA WATERWORKS #554
 PO BOX 100286
 ATLANTA, GA 30384-0286

Deliver To:
 From: Bob Mcwhorter
 Comments:

Please Contact With Questions:
 770-248-9037

Invoice Number	Customer	Page
1185139	65880	1

Please refer to Invoice Number when making payment and remit to:

TOTAL DUE ---> 30099.20

FEL-GEORGIA WATERWORKS #554
 PO BOX 100286
 ATLANTA, GA 30384-0286

Sold To:
 UWS INC
 PO BOX 516
 ATCO-PETTIT CREEK SWR IMP
 TRION, GA 30753

Ship To:
 UWS INC
 337 CASSVILLE RD
 ATCO-PETTIT CREEK SWR IMPROVEM
 CARTERSVILLE, GA 30120

Ship Whse	Sell Whse	Tax Code	Customer Order Number	Sales Person	Job Name	Invoice Date	Batch
407	407	GAE	RICK BRASELTON	001	ATCO-PETTIT CREEK SWR IMP	10/12/2023	133068
Ordered	Shipped	Item Number	Description	Unit Price	UM	Amount	
160	160	DSCP25024FT	24 X .250 STL CASING PIPE	135.390	FT	21662.40	
80	80	DSCP25020FT	20 X .250 STL CASING PIPE	105.460	FT	8436.80	
			RICK BRASELTON				
			678-859-2266				
			BITUMINOUS COATING				
			INSIDE AND OUT PER				
			CARTERSVILLE SPEC				

Invoice Sub-Total 30099.20
 Tax 0.00
 Total Amt 30099.20

TOTAL DUE ---> 30099.20

20" Casing still being used
 24" Casing = \$21,662.40
 Tax = 7%
 Total Credit = \$23,178.77

ALL ACCOUNTS ARE DUE AND PAYABLE PER THE CONDITIONS AND TERMS OF THE ORIGINAL INVOICE. ALL PAST DUE AMOUNTS ARE SUBJECT TO A SERVICE CHARGE AT THE MAXIMUM RATE ALLOWED BY STATE LAW PLUS COSTS OF COLLECTION INCLUDING ATTORNEY FEES IF INCURRED. FREIGHT TERMS ARE FOR OUR DOCK UNLESS OTHERWISE SPECIFIED ABOVE. COMPLETE TERMS AND CONDITIONS ARE AVAILABLE UPON REQUEST OR CAN BE VIEWED ON THE WEB AT <https://www.ferguson.com/content/website-info/terms-of-sale>
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REIMBURSEMENT AGREEMENT

**STATE OF GEORGIA
COUNTY OF BARTOW**

This Agreement is entered into as of the ____ day of _____, 20____, by and between the City of Cartersville, Georgia, a municipal corporation of the State of Georgia and Bartow County, Georgia, a political subdivision of the State of Georgia.

WHEREAS, the City of Cartersville has a current construction contract with UWS, Inc. for sewer upgrades to the Jimmy Don Crane sewer line; and

WHEREAS, the Jimmy Don Crane sewer line currently serves patrons of the City of Cartersville and patrons of Bartow County, Georgia; and

WHEREAS, Bartow County has requested that the size of the Jimmy Don Crane sewer line be increased from 12” to 24” to accommodate service to the Highway 20 corridor; and

WHEREAS, this request by Bartow County to increase the Jimmy Don Crane sewer line size will result in an increase in the price of the construction contract between the City of Cartersville and UWS, Inc.; and

WHEREAS, Bartow County has agreed to reimburse the City of Cartersville for said increased price for the Jimmy Don Crane sewer line in the amount of \$353,489.81.

NOW, THEREFORE, the parties agree as follows:

Bartow County, Georgia will reimburse the City of Cartersville the sum of \$353,489.81 for the increased costs to the Jimmy Don Crane sewer line.

The parties to this Agreement have set their hands and seals to this Agreement the day and year first above written.

BARTOW COUNTY, GEORGIA

CITY OF CARTERSVILLE, GEORGIA

By: _____
Steve Taylor, Sole Commissioner

By: _____
Matthew J. Santini, Mayor

Attest: _____
Kathy Gill, County Clerk

Attest: _____
Julia Drake, City Clerk



CITY COUNCIL ITEM SUMMARY

MEETING DATE:	December 21, 2023
SUBCATEGORY:	Certification
DEPARTMENT NAME:	Public Works
AGENDA ITEM TITLE:	LAP Certification-Letter of Understanding
DEPARTMENT SUMMARY RECOMMENDATION:	<p>The Local Administered Project (LAP) Certification covers the uniform practices for authorizing qualified LPA (Local Public Agencies) to manage core activities for Federal aid funded projects. The City of Cartersville had previously been granted conditional approval.</p> <p>To allow for better efficiencies and allow local agencies to independently conduct Engineering and Design procurements, the Georgia Department of Transportation is transitioning all conditional local agencies to full approval. The City will gain full approval if the statements confirm the person(s) conducting the procurement fully understands the process and the requirements to maintain compliance.</p> <p>Public Works Staff have attended or are attending the required courses for LAP approval. As a result, Public Works’ staff has been educated on the requirements of LAP compliance, which includes engineering and design procurement. Therefore, we recommend the mayor’s signature to the letter of understanding and initials to all line items.</p>
LEGAL:	N/A



City of Cartersville

P U B L I C W O R K S

December 21, 2023

Department of Transportation
600 West Peachtree Street, NW, 7th Floor
Atlanta, GA 30308

Attn: Maria L. Roux
Asst. Chief Procurement Officer-QA Compliance
Georgia Department of Transportation
Office of Procurement

RE: The City of Cartersville is requesting to be moved from CONDITIONAL approval to FULL approval

The City of Cartersville affirms that all staff listed in the submitted Letter of Agreement have attended, passed training, and understands that any future staff who will participate in soliciting, facilitating evaluations, conducting negotiations and contract administration must attend and pass procurement training prior to participating in any of the processes associated with procuring, managing, and administering engineering and design consultant services when Federal Aid Highway Program (FAHP) funds are utilized.

(The below confirmation of understanding must be signed by the person(s) responsible for the authorization of funds should repayment become necessary)

Confirmation Of Understanding:

Please **initial** the below confirming understanding and agreeing to follow all policies and procedures related to the procurement of engineering and design as per 23 CFR 172.

The City of Cartersville agrees with and confirms:

_____ They have read and understand all rules, regulations and policies and procedures associated with engineering and design procurement:

- 23 CFR Part 172 Procurement, Management and Administration of Engineering and Design Related Services; Final Rule
- 2 CFR Chapter I, and Chapter II, Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards; Final Rule
- 40 U.S.C. 1101-1104 Selection of Architects and Engineers “**The Brooks Act**”
- 48 CFR Part 31 – Contract Cost Principles and Procedures

“Providing dependable service while preserving an exceptional quality of life.”



- Repayment of Preliminary Engineering Cost (Order 2020.1)
- FHWA Policy for Contractor Certification of Costs in Accordance with Federal Acquisition Regulations (FAR) to Establish Indirect Cost Rates on Engineering and Design-related Services Contracts Order No. 4470.1A
- O.C.G.A. 50-22-1 through 50- 22-9
- GDOTs DBE program

_____ The understanding of Qualification Based Selection 23 CFR 172.7(a)(1) and that price may **NEVER** be used as a selection factor or consideration in the selection process.

_____ That *if* it has adopted GDOTs policies and procedures as outlined in the manual and discussed in class that it will follow all policies and procedures unless exceptions have been requested and approved. The City of Cartersville agrees with and confirms that while exceptions may be requested for best practices, exceptions to regulatory requirements will not be considered.

_____ That it will comply with all provisions of 23 CFR 172.5(b) including developing and sustaining organizational capacity and provide the resources necessary for the procurement, management and administration of engineering and design related consultant services.

_____ That it will comply with all provisions of 23 CFR 172.9(d)(1) by assigning a full-time, public employee as the Responsible Charge who will fulfill inherently governmental activities which include, at a minimum, contract negotiation; contract payment; evaluation of contract compliance, performance, and quality; familiarity with contract requirements and scope; scheduling and attending progress and project review meetings; ensuring costs billed are allowable in accordance with federal cost principles; ensuring costs are consistent with contract terms; evaluating and participating in decisions for contract modifications; documenting contract monitoring activities; and maintaining supporting contract records in accordance with 2 CFR 200.333.

_____ That only individuals who have attended GDOT's training and passed the test on Procurement, Management, Administration of Engineering & Design Related Services will serve in a role which is decision making and/or which is involved in fulfilling any of the roles necessary in order to complete the full procurement cycle.

Prequalification

The City of Cartersville agrees with and confirms:

_____ The understanding of GDOT's prequalification process and its purpose as related to federally funded engineering and design related services.

_____ That all solicitations will specify the unique required area classes for the Prime Consultant as well as the Team (which includes the Prime and all Sub-Consultants) to ensure appropriate responses on all federally funded projects utilizing federal funds.

_____ The prequalification certificates will be required in the solicitation to be submitted for the Prime and all Team to verify awarded consultant meets all required area classes and has current prequalification.

Development

The City of Cartersville agrees with and confirms:

_____ Scope(s) of services will be drafted with as much detail (which makes it clear, complete and logical) as possible and organized in the order in which services will be completed.

_____ Understanding that the level of detail required in the scope will be determined by the contract type. On-Call and Multi-Phase Project Specific contracts can have more generic and all-inclusive scopes however, project specific contracts must include all services necessary to complete the entire project.

_____ It will not require the Prime Consultant to be pre-qualified in excessive area classes which could be covered by the team and recognizes that doing so would limit competition and risk not meeting the requirement in 23 CFR 172.7(a)(1)(iv)(D) of the minimum of three responses.

_____ Solicitations will ensure that area classes and scope are related and that there is associated scope for every area class required.

_____ Area Classes and/or Scope which is not included in the Solicitation prior to its closing are not eligible to be added later.

_____ Solicitations will identify the Project Manager and Key Team Roles for which resumes must be submitted to allow the Selection Committee to evaluate qualifications in order to determine the most qualified team in accordance with the allowable Qualification Based Selection (QBS) Selection Criteria.

_____ The understanding of the three procurement methods used in procuring engineering and design services. 23 CFR 172.7(a) – Qualification Based Selection, Small Purchases, and Noncompetitive.

_____ The understanding of the three contract types used in procuring engineering and design services. 23 CFR 172.9(a) – Project Specific; Multi-Phase Project Specific; Indefinite-Delivery Indefinite Quantity (On-Call)

_____ The understanding of the payment method(s) associated with engineering and design procurements. 23 CFR 172.9(b) – Cost Plus Fixed Fee; Lump Sum; Cost Per Unit of Work; Specific Rates of Compensation

_____ Each Solicitation will indicate contract and payment types.

_____ Each Solicitation will include the selection criteria and associated weights in solicitation.

- _____ Each Solicitation will include only qualification based selection criteria which are allowable in accordance with 23 CFR 172.7(1)(1)(iii) – Technical Approach; Work Experience; Specialized Expertise; Professional Licensure; Staff Capabilities; Workload Capacity; Past Performance.
- _____ Each Solicitation will include only non-qualification based selection criteria which are allowable in accordance with 23 CFR 172.7(1)(1)(iii)(D) – Local Presence and Participation of Disadvantaged Business Enterprises.
- _____ Non-Qualification Based Criteria cannot exceed ten (10) percent of the overall evaluation as outlined in 23 CFR Part 172.7.(a)(1)(iii)(D).
- _____ DBE goals must be consistent with GDOT’s current DBE goal or must be approved in advance by GDOT’s Office of Equal Employment Opportunity (EEO) for the utilization of Federal-Aid Highway Program Funds.

Advertisement 23 CFR 172.7(a)(1)(i)

The City of Cartersville agrees with and confirms:

- _____ It has published the solicitation as required by state law to the Georgia Procurement Registry.
- _____ Understanding of the State of Georgia requirement to post solicitation in two (2) phases and understands posting time frames of a minimum of 15 days for Phase 1 (in accordance with O.C.G.A. 50-22-3) and a minimum of 14 days for Phase 2 (for the Technical Approach in accordance with 23 CFR 172.7(a)(1)(ii)(G))
- _____ If adopting GDOT policies and procedures, it understands posting requirements of GDOT.
- _____ That all posting requirements will be met.
- _____ It can provide link to the Georgia Procurement Registry for all federally funded procurements for engineering and design services for the last three (3) years.
- _____ Solicitation Posting will identify the appropriate NIGP codes to obtain adequate competition – minimum of 31842-Engineering Consulting; 91843-Environmental Consulting; 91896-Transportation Consulting; 92513-Bridge Engineering; 92517-Civil Engineering; 92533-Professional Engineer Services; 92535-Environmental Engineering; 92536-Engineering Services.

Evaluation 23 CFR 172.7(a)(1)(iii) - 23 CFR 172.7(a)(1)(iv)

The City of Cartersville agrees with and confirms:

- _____ It understands the role and responsibilities of the Selection Committee.
- _____ All members of the selection committee are qualified as per FAR 36.602-2
- _____ All selection committee members have been provided with training and instructions on how to provide scores and comments.

- _____ Evaluations will be conducted in two (2) phases.
- _____ Phase 1 evaluations will result in the shortlist to begin Phase 2.
- _____ Individual scores **and** comments will be documented for Phase 1, unless the Selection Committee discusses all firms and Selection Committee comments and Scores are provided for all Respondents.
- _____ Phase 1 **and** Phase 2 selection committee meetings will be held and will be documented with Phase 1 and Phase 2 committee scores and comments.
- _____ Upon request, individual and selection committee Phase 1 **and** Phase 2 scores and comments can be provided.

Negotiations 23 CFR 172.7(a)(1)(v)

The City of Cartersville agrees with and confirms:

- _____ Professional services contracts and Consultant Services Contracts are to be procured as specified in the Federal Brooks Act, 40 U.S.C 1104(a).
- _____ It can provide the scope of the contract and a supporting task list to start negotiations.
- _____ An Independent Estimate, which will include an appropriate breakdown of the work or labor hours, types or classifications of labor required, other direct costs, and consultant's fixed fee, will be completed by a qualified individual as per 23 CFR 172.7(a)(1)(v)(B) and obtained prior to receiving consultants cost proposal and beginning negotiations.
- _____ That Consultant Cost Proposals will be requested only after completion of the Independent Estimate and that both the Independent Estimate and consultant cost proposal will be available for review upon request.
- _____ Understanding of the different elements of contract costs which must be considered during negotiations and include the Independent Estimate, Indirect Cost Rates (Overhead), Direct Salary or Wage Rates, Fixed Fee, Other Direct Costs, and Sub-Consultant/Vendor Costs.

- _____ Understanding of the Process of Negotiations to include scoping meeting between PM and Consultant team, identification of required tasks/preparation of task list, providing task list to consultant team, agency team preparing hours for task list, agency team identifying appropriate labor classes, consultant team preparing hours for task list, consultant team identifying appropriate labor classes, agency and consultant teams sending required documents to negotiator, negotiator reviewing hours and labor classes and determining where differences are greater than 10% variance in hours, holding negotiations meetings to resolve differences, determining the payment method (of those listed in the solicitation as options), applying consultant direct salary/wage rates and indirect costs to determine preliminary costs, negotiating and applying other direct costs, agreeing upon final costs.
- _____ Understanding of the different elements which may require negotiations.

_____ Understanding of the tools which GDOT uses for negotiating and either uses the same or similar tools which provide the same level of information in order to document negotiation activities in accordance with 23 CFR 172.7(a)(1)(v)(E).

Award

The City of Cartersville agrees with and confirms:

- _____ Understanding of the award process including the preparation and approval of the selection package.
- _____ Understanding and inclusion of all required contract provisions as required by 23 CFR 172.9(c).
- _____ Understanding and compliance with all of the requirements for preparing and maintaining all award documentation
- _____ Understanding and compliance with notifications being posted to the Georgia Procurement Registry.

Contract Administration 23 CFR 172.9

The City of Cartersville agrees with and confirms:

- _____ All contract provisions have been included in the contract in accordance with 23 CFR 172.9(c).
- _____ The understanding and compliance with assigning a **Responsible Charge** who is a fulltime, government employee - 23 CFR 172.9(d).

- _____ The understanding and compliance with the requirement for Performance Evaluations in 23 CFR 172.9(d)(2), and that these performance evaluations will be used in making future selection decisions.
- _____ All modifications 23 CFR 172.9(e) made to agreements after execution of contracts will be documented and be provided upon request. All modifications will be in accordance with the solicitation in regards to scope, area classes, contract types, payment methods, etc.
- _____ Any modifications will be negotiated in the same manner and formality as the original agreements.
- _____ Notices to Proceed (NTP) will be issued which will serve to document the first day when work is authorized to begin and when charges are eligible for billing to the project.
- _____ Stop Work Notices will be issued which will serve to document the last day when work is authorized to occur and when charges must cease to the project.

Additional Confirmation

The City of Cartersville agrees with and confirms:

_____ The understanding of:

- Disadvantaged Business Enterprise (DBE) 23 CFR 172.7(b)(2)
- Suspension and Debarment 23 CFR 172.7(b)(3)
- Conflict of interest requirements 23 CFR 172.7(b)(4)
- Consultant Services in Management Support Roles 23 CFR 172.7(b)(5)

Please keep in mind this is only for the remainder of the current certification. The city/county is still required to complete the procurement portion of the application when recertifying at which time they will either be APPROVED or DENIED based on the application.

City of Cartersville

Mayor

City Clerk

Date



CITY COUNCIL ITEM SUMMARY

MEETING DATE:	December 21, 2023
SUBCATEGORY:	Monthly Financial Report
DEPARTMENT NAME:	Finance
AGENDA ITEM TITLE:	October 2023 Financial Report
DEPARTMENT SUMMARY RECOMMENDATION:	Attached are the financial reports for October 2023.
LEGAL:	NA

MONTHLY SUMMARY
As of October 31, 2023

	FY 2022-23 MONTH OF October-22	FY 2023-24 MONTH OF October-23	FY 2022-23 Year to Date October-22	FY 2023-24 Year to Date October-23	100.00% OF BUDGET (Year to Date)
GENERAL FUND <i>excluding SPLOST, DDA & School System Property Tax Revenue & Expenditures</i>					
REVENUE	\$7,814,587	\$8,448,719	\$14,168,345	\$16,025,825	40.19%
EXPENDITURE	\$3,137,909	\$5,677,704	\$10,492,415	\$13,526,536	33.92%
Gen. Fund Net Profit (Loss)	\$4,676,678	\$2,771,015	\$3,675,930	\$2,499,289	
WATER & SEWER					
REVENUE	\$2,387,871	\$2,496,248	\$10,512,186	\$11,048,767	24.66%
EXPENDITURE	\$1,448,964	\$2,430,200	\$5,497,804	\$9,034,702	20.17%
Wtr. & Svr. Fund Net Profit (Loss)	\$938,907	\$66,048	\$5,014,382	\$2,014,065	
As of October 30, 2023 a total of \$450,493 in capital expenses were funded with Series 2018 Water and Sewer Bond proceeds					
GAS					
REVENUE	\$4,175,267	\$2,105,966	\$16,403,929	\$8,606,634	17.75%
EXPENDITURES	\$4,988,955	\$2,374,694	\$16,072,888	\$8,378,889	17.28%
Gas Fund Net Profit (Loss)	(\$813,688)	(\$268,728)	\$331,041	\$227,745	
ELECTRIC					
REVENUE	\$4,523,651	\$4,820,359	\$20,478,830	\$21,404,935	34.00%
EXPENDITURES	\$4,301,457	\$4,873,487	\$19,709,635	\$20,775,682	33.00%
Electric Fund Net Profit (Loss)	\$222,194	(\$53,128)	\$769,195	\$629,253	
STORMWATER					
REVENUE	\$132,234	\$140,339	\$524,398	\$626,003	39.57%
EXPENDITURE	\$97,679	\$88,170	\$416,861	\$448,280	28.34%
Stormwater Fund Net Profit (Loss)	\$34,555	\$52,169	\$107,537	\$177,723	
SOLID WASTE					
REVENUE	\$277,474	\$285,055	\$1,111,014	\$1,432,330	40.94%
EXPENDITURE	\$252,207	\$405,661	\$964,606	\$1,157,800	33.09%
Solid Waste Fund Net Profit (Loss)	\$25,267	(\$120,606)	\$146,408	\$274,530	
FIBER OPTICS					
REVENUE	\$1,085,808	\$217,240	\$1,838,140	\$873,814	33.35%
EXPENDITURE	\$195,386	\$271,177	\$797,680	\$726,747	27.73%
Fiber Fund Net Profit (Loss)	\$890,422	(\$53,937)	\$1,040,460	\$147,067	

	Description	10/31/2023	FY 2024 Budget	% of Monthly Totals to Budget
General Fund	Total Revenues	\$16,025,825	\$39,874,050	40.19%
	GO Bond Proceeds from School	\$0	\$0	#DIV/0!
	Property Taxes-City Portion Only	\$883,399	\$6,422,485	6253335.00%
	Local Option Sales Tax (LOST)	\$3,026,929	\$7,208,530	41.99%
	Other Taxes	\$4,550,639	\$11,006,185	41.35%
	Building Permit & Inspection Fees	\$676,861	\$400,000	169.22%
	Fines and Forfeitures	\$331,712	\$400,000	82.93%
	Operating Transfers In-City Utilities	\$1,681,602	\$4,619,200	36.40%
	Other Revenues	\$1,939,883	\$5,848,050	33.17%
	School Bonds	\$2,934,800	\$3,969,600	73.93%
	Total Expenditures	\$13,526,536	\$39,874,050	33.92%
	Personnel Expenses	\$7,129,849	\$21,597,240	33.01%
	Operating Expenses	\$2,799,391	\$9,881,120	28.33%
	Capital Expenses	\$427,746	\$4,105,390	10.42%
	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	\$11,048,767	\$44,800,765	24.66%
	Water Sales	\$6,239,246	\$16,950,000	36.81%
	Sewer Sales	\$3,337,024	\$8,900,000	37.49%
	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	\$1,472,497	\$1,560,765	94.34%
	Total Expenditures	\$9,034,702	\$44,800,765	20.17%
	Personnel Expenses	\$1,445,462	\$4,441,615	32.54%
	Operating Expenses	\$1,676,709	\$5,334,125	31.43%
	Capital Expenses	\$3,684,423	\$26,452,180	13.93%
Capital Expenses (Bond Funds)	\$450,493	\$2,000,000	22.52%	
Transfer To General Fund	\$984,540	\$2,953,620	33.33%	
Debt Payments	\$793,075	\$3,619,225	21.91%	
Gas Fund	Total Revenues	\$8,606,634	\$48,484,010	17.75%
	Gas Sales	\$7,587,702	\$36,355,020	20.87%
	Gas Commodity Charge	\$482,570	\$1,495,800	32.26%
	Bond Proceeds	\$0	\$0	#DIV/0!
	Proceeds from Capital Leases	\$0	\$0	#DIV/0!
	Other Revenues	\$536,362	\$960,115	55.86%
	Use of Reserves	\$0	\$9,673,075	0.00%
	Contributions from Other Funds	\$0	\$0	#DIV/0!
	Total Expenses	\$8,378,889	\$48,484,010	17.28%
	Personnel Expenses	\$840,337	\$2,494,780	33.68%
	Operating Expenses	\$657,950	\$1,782,945	36.90%
	Purchase of Natural Gas	\$4,104,404	\$25,500,000	16.10%
Transfer to General Fund	\$1,319,368	\$3,958,105	33.33%	
Debt Service	\$1,638	\$819,300	0.20%	
Capital Expenses	\$1,455,192	\$13,928,880	10.45%	

				% of Monthly Totals to	
	Description	10/31/2023	FY 2024 Budget	Budget	
Electric Fund	Total Revenues	\$21,404,935	\$62,949,910	34.00%	
	Electric Sales	\$20,763,863	\$59,339,880	34.99%	
	Other Revenues	\$641,072	\$1,760,030	36.42%	
	Use of Reserves	\$0	\$1,850,000		
	Total Expenses	\$20,775,682	\$62,949,910	33.00%	
	Personnel Expenses	\$986,281	\$2,896,230	34.05%	
	Operating Expenses	\$672,291	\$1,956,170	34.37%	
	Purchase of Electricity	\$16,722,892	\$46,938,660	35.63%	
	Capital Expenses	\$1,198,233	\$7,570,895	15.83%	
	Transfer to General Fund	\$1,195,985	\$3,587,955	33.33%	
Stormwater Fund	Total Revenues	\$626,003	\$1,582,000	39.57%	
	Stormwater Revenues	\$533,981	\$1,568,000	34.05%	
	Mitigation Grant Revenue	\$0	\$0	#DIV/0!	
	Other Revenues	\$20,273	\$14,000	144.81%	
	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	\$448,280	\$1,582,000	28.34%	
	Personnel Expenses	\$244,458	\$853,120	28.65%	
	Operating Expenses	\$132,073	\$456,570	28.93%	
Capital Expenses	\$71,749	\$272,310	26.35%		
Solid Waste Fund	Total Revenues	\$1,432,330	\$3,499,000	40.94%	
	Refuse Collections Revenues	\$1,125,910	\$3,470,000	32.45%	
	Other Revenues	\$17,497	\$29,000	60.33%	
	Proceeds From Capital Leases	\$288,923	\$0	#DIV/0!	
	Total Expenses	\$1,157,800	\$3,499,000	33.09%	
	Personnel Expenses	\$483,873	\$1,437,430	33.66%	
	Operating Expenses	\$472,091	\$1,814,735	26.01%	
	Capital Expenses	\$201,836	\$246,835	81.77%	
	Fiber Optics Fund	Total Revenues	\$873,814	\$2,620,325	33.35%
		Fiber Optics Revenues	\$807,395	\$2,410,525	33.49%
GIS Revenues		\$38,750	\$115,500	33.55%	
Proceeds from Capital Leases		\$0	\$0	#DIV/0!	
Other Revenues		\$27,669	\$94,300	29.34%	
Total Expenses		\$726,747	\$2,620,325	27.73%	
Personnel Expenses		\$323,955	\$1,017,985	31.82%	
Operating Expenses		\$331,010	\$1,012,070	32.71%	
MEAG Telecom Statewide Pymt		\$0	\$0	0.00%	
Debt Payment		\$286	\$5,725	0.00%	
Capital Expenses	\$0	\$370,060	0.00%		
Transfers to General Fund	\$71,496	\$214,485	33.33%		

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		
Total Restricted Cash Balance	\$201,845,990.22	\$203,713,010.57	\$203,372,292.15	\$202,519,636.22	\$202,616,905.95		
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 October 2023:
 Unrestricted cash increased due to increases in the General, Stormwater, Gas, and Insurance Funds, while decreases occurred in the Water, Grant, Electric Solid Waste, Fiber, and Garage funds.
 Restricted cash increased due to increases in the SPLOST 2020, Motor Vehicle Tax, TPD, Hotel-Motel Tax, Go Parks & Rec Bond and Debt Service Funds, while decreases occurred in the ARPA and Pension Funds.

SPLOST Account Balances	
SPLOST 2014	\$231,991.10
SPLOST 2020	\$10,993,925.49