



CARTERSVILLE
CITY COUNCIL MEETING
Council Chambers, Third Floor of City Hall
Thursday, April 04, 2024 at 7:00 PM

AGENDA

COUNCILPERSONS:

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

CITY MANAGER:

Dan Porta

CITY ATTORNEY:

Keith Lovell

CITY CLERK:

Julia Drake

Work Session - 6:00 PM

Regular Meeting - 7:00 PM

OPENING OF MEETING

Invocation

Pledge of Allegiance

Roll Call

COUNCIL MEETING MINUTES

1. March 21, 2024, Council Meeting Minutes

PUBLIC HEARING - 2ND READING OF ZONING/ANNEXATION REQUESTS

2. SU24-02: 123 Leake St.

3. ZMA24-01. Annual Zoning Map Amendment Applicant: City of Cartersville

TEXT AMENDMENT

4. T24-02. Applicant: Tilley Outdoors LLC

SURPLUS EQUIPMENT

5. Surplus Equipment

SECOND READING OF ORDINANCES

6. AMI Meters Opt-Out Program

- [7.](#) Amendment to Ordinance Regarding Solid Waste Rates

CONTRACTS/AGREEMENTS

- [8.](#) Public Works Warehouse Restroom Remodel

FIRST READING OF ORDINANCES

- [9.](#) Water Department Ordinance Updates

BID AWARD/PURCHASES

- [10.](#) Farm Tractor Rebuild
- [11.](#) City Hall HVAC Replacement
- [12.](#) Duty Weapons Equipped with Optics
- [13.](#) Heat Fusion Equipment Purchase

RESOLUTIONS

- [14.](#) MGAG Election Committee Delegate Appointment
- [15.](#) Abandonment of Easement on Mimosa Lane
- [16.](#) Creation of Festival Zone

CONTRACTS/AGREEMENTS

- [17.](#) Approval of Firm for Downtown Long-Range Plan

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:	April 4 ,2024
SUBCATEGORY:	Council Minutes
DEPARTMENT NAME:	Planning and Development
AGENDA ITEM TITLE:	March 21, 2024, Council Meeting Minutes
DEPARTMENT SUMMARY RECOMMENDATION:	The Council Minutes from March 21, 2024, have been uploaded for your review and approval.
LEGAL:	NA

WORK SESSION

Mayor Matthew Santini opened Work Session at 6:00 P.M. Council Members discussed each item from the agenda with corresponding Staff Members.

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

OPENING MEETING

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

Invocation by Council Member Cooley.

Pledge of Allegiance led by Cordell.

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

REGULAR AGENDA

COUNCIL MEETING MINUTES

1. March 7, 2024, Council Meeting Minutes

Council Member Roth made a motion to approve the March 7, 2024, Council Meeting Minutes. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 6-0

APPOINTMENTS

2. Etowah Area Housing Authority

Dan Porta, City Manager, stated Lehmann Smith is willing to continue to serve as a member of the Etowah Area Housing Authority with a new term expiring on April 1, 2029, if reappointed.

Council Member Cooley made a motion to approve the Etowah Area Housing Authority Appointment. Council Member Hodge seconded the motion. Vote: 6-0

3. Planning Commission

Randy Mannino, Planning and Development Director, stated if approved, Matthew Womack will serve as the Ward 2 Appointee of the Planning Commission Board. As of February 8, 2024, this role is vacant. Mr. Womack’s term will expire on January 31, 2028.

Council Member Roth made a motion to approve the Planning Commission. Council Member Cooley seconded the motion. Motion carried unanimously. Vote: 6-0

Mayor Santini stated that Z24-02 application had been withdrawn.

PUBLIC HEARING- 1ST READING OF ZONING/ANNEXATION REQUESTS

4. T24-02: Text Amendment to Billboard Ordinance- Sec 20.29

Mr. Mannino stated that the Text Amendment to Chapter 20, Signs and Outdoor advertising, Article II, Sign Ordinance, Sec. 20-29 (a), Billboards, to add:

“(6). S. Tennessee Street (State Route 293) (beginning at the centerline of Justice Robert Benham Drive intersection with S. Tennessee Street centerline) and continuing south a distance of 1,000 feet.”

Staff members are not opposed to the amendment. Planning Commission recommended approval.

Mayor Santini opened the public hearing.

Bobby Walker, 15 S. Public Square, came forward to represent the applicant and gave an overview of the application.

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

This was a first reading and would be voted on at the April 4, 2024, City Council meeting.

PUBLIC HEARING

5. SU24-02 123 Leake Street

Applicant: Josh McWhorter

Mr. Mannino stated that the applicant requests a Special Use permit to allow an apartment behind commercial and office uses in the same building, at property identified as 123 Leake St, in Land Lot 483 of the 4th District, 3rd Section. Tax ID No. C002-0002-061. The approximate land area is 0.31 acres.

Staff members are not opposed to the request with the following condition:

- 1) The Special Use is nullified if the building use changes, and the apartment is removed.

Planning Commission recommended approval.

Mayor Santini opened the public hearing and with no one to come forward to speak for or against the text amendment, the public hearing was closed.

This was a first reading and would be voted on at the April 4, 2024, City Council meeting.

6. ZMA24-01 ANNUAL ZONING MAP AMENDMENT

Mr. Mannino stated that this is the annual adoption of the official zoning map of the City of Cartersville. It includes the annexation and zoning actions approved by City Council in the last 12 months. The last zoning map adoption was July 6, 2023. See memo for list of amendments. Planning Commission and Staff recommends approval.

Mayor Santini opened the public hearing and with no one to come forward to speak for or against the text amendment, the public hearing was closed.

This was a first reading and would be voted on at the April 4, 2024, City Council meeting.

SECOND READING OF ORDINANCES

7. Sec 2-1 Corporate Seal

Logan Bagley, Public Relations & Communications Manager, stated this Ordinance Revision modifies the language describing the appearance of the city’s corporate seal to match the design of the seal in our new city branding system.

Council Member Hodge made a motion to approve the Corporate Seal. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 6-0

Reference Ordinance # 05-24

8. Speeding Violations

Keith Lovell, City Attorney, stated this Ordinance Revision imposes an additional fine to individuals exceeding the speed limit by twenty miles or greater per hour, by the Court for multiple violations within a five-year period.

Council Member Roth made a motion to approve the Speeding Violation Ordinance. Council Member Stepp seconded the motion. Motion carried unanimously. Vote: 6-0

Reference Ordinance # 06-24

Mayor Santini stated that all items pertaining to the Gas Rate Ordinance would be heard at one time and one motion would be made to approve or deny all.

9. Gas Rate Ordinance Amendment – Sec. 24-231

Michael Dickson, Gas Department Director, stated in reviewing the interruptible gas rates, they noticed that the PGC III rate rider adjustment of 4% was not consistent with the PGC I and PGC II rate rider adjustments of 7%. Therefore, it is recommended to adjust the PGC III (Purchased Gas Cost III) rate rider to 7% to be consistent with the other PGCs, to increase capital improvement charges which helps to fund the cities gas infrastructure from \$0.228 to \$0.26/decatherm, and to update some definitions and miscellaneous service charges in these ordinances.

10. Gas Rate Ordinance Amendment – Sec. 24-233

Mr. Dickson stated for interruptible gas customers, it was recommended to adjust the PGC III (Purchased Gas Cost III) rate rider to 7% to be consistent with the other PGC rate riders, to increase capital improvement charges which helps to fund the cities gas infrastructure to \$0.26/decatherm, and to update some definitions and miscellaneous service charges in this ordinance amendment.

11. Gas Rate Ordinance Amendment – Sec. 24-224

Mr. Dickson stated for interruptible gas customers, it was recommended to adjust the PGC III (Purchased Gas Cost III) rate rider to 7% to be consistent with the other PGC rate riders, to increase capital improvement charges which helps to fund the cities gas infrastructure to \$0.26/decatherm, and to update some definitions and miscellaneous service charges in this ordinance amendment.

12. Gas Rate Ordinance Amendment – Sec. 24-225

Mr. Dickson stated for interruptible gas customers, it was recommended to adjust the PGC III (Purchased Gas Cost III) rate rider to 7% to be consistent with the other PGC rate riders, to increase capital improvement charges which helps to fund the cities gas infrastructure to \$0.26/decatherm, and to update some definitions and miscellaneous service charges in this ordinance amendment.

13. Gas Rate Ordinance Amendment – Sec. 24-226

Mr. Dickson stated for interruptible gas customers, it was recommended to adjust the PGC III (Purchased Gas Cost III) rate rider to 7% to be consistent with the other PGC rate riders, to increase capital improvement charges which helps to fund the cities gas infrastructure to \$0.26/decatherm, and to update some definitions and miscellaneous service charges in this ordinance amendment.

Council Member Fox made a motion to approve the Gas Rate Ordinance Amendment- Sec. 24-231, Sec. 24-233, Sec.24-224, Sec. 24-225, and Sec.24-266. Council Member Hodge seconded the motion. Motion carried unanimously. Vote: 6-0

Reference Ordinances # 07-24, 08-24, 09-24, 10-24, and 11-24

BID AWARD/PURCHASES

14. Gas Meter Purchase

Mr. Dickson stated the Gas System is requesting purchase of four hundred thirty-two (432) Sonix IQ 425 Meters. Our sole source provider, Equipment Controls Company provided a quote of \$215,084.16. This is a budgeted item and Council’s approval is recommended.

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

15. Steel Pipe Purchase

Mr. Dickson stated the Gas System is requesting to purchase of 3,511 feet of 6-inch steel pipe and 1,400 feet of 8-inch steel pipe for the SK America and Highland 75 Projects. Three bids were

requested but only two complete bids were submitted. Irby Utilities of Kennesaw the low bid of \$91,748.01. This is a budgeted item and Council’s approval to accept this bid is recommended.

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

16. Compact Excavator Purchase

Mr. Dickson stated the Gas System is requesting the purchase of an additional compact excavator to support a newly approved fourth construction crew. Rhinehart Equipment Company of Rome, Georgia submitted a quote using Sourcewell Pricing in the amount of \$90,520.32. Sealed bids were opened for an identical compact excavator on December 12, 2023, and Rinehart Equipment Company submitted the low bid at the same price and Council approved that purchase on January 4, 2024. It was not believed that there would be a significant price difference if bids were requested again, therefore, it was recommended that the Council accepts this quote. This is not a budgeted item, but it will be paid for using Gas System revenues.

Council Member Hodge made a motion to approve the Compact Excavator Purchase. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 6-0

Council Member Hodge made a motion to add one (1) item to the agenda. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 6-0

17. Fortinet EDR Software

Steven Grier, Fibercom Director, stated this item is a budgeted annual renewal for our Fortinet EDR security software. This is a cloud delivered software platform that protects our computers and servers from viruses and malicious actors. The total amount is \$36,490.00 from Blue Ally and it was recommended for approval.

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

18. Paratech Heavy Rescue Stabilization Kit Purchase Change

Hagen Champion, Assistant Fire Chief, respectfully requested council to rescind the March 7th approval of the purchase of a Paratech Heavy Rescue Stabilization Kit from Georgia Fire and Rescue at the cost of \$42,697.79. This is due to unforeseen business changes and circumstances with the vendor. We would like to request approval of the purchase of this kit through Team Equipment Inc, the Master Distributor for Paratech products, for \$42,619.13. This stabilization kit allows firefighters to stabilize vehicles, machinery and even buildings so the rescue of occupants can be performed safely. This is within the budgeted amount, as a capital expense for FY 23/24 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 rescind the Georgia Fire and Rescue approval and approve the Paratech Heavy Rescue Stabilization Kit Purchase Change from Team Equipment Inc. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 6-0

19. Cartersville's 175th Anniversary Commemorative Booklet

Mr. Bagley stated this request is to partner with Lara J Designs to create a print piece for the City of Cartersville's 175th Anniversary. Lara J and her team will not only create the design of the piece itself, but also work with us as a consultant, meeting with myself and project partners to gather and layout the content we wish to include. The cost for the design and consulting is \$9,980.00. This request is not budgeted.

Council Member Roth made a motion to approve the 175th Anniversary Commemorative Booklet. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 6-0

GRANT APPLICATION/ACCEPTANCE

20. 2024 LMIG Paving Contract

Wade Wilson, Public Works Director, stated that in 2023, Public Works was awarded an annual resurfacing contract for FY-24 to the lowest bidder, Bartow Paving, Cartersville, GA for \$1,260,375.92. Bartow Paving began working on the current resurfacing contract last week. 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.

Late last week the Georgia Department of Transportation officially notified the City of Cartersville that we are eligible for \$385,998.00 in supplemental LMIG grant money with no local matching funds required. Public Works is requesting the mayor's signature on the grant application and associated documents. In addition, they recommend approval of budgeting an additional \$100,000.00 beyond the total grant amount to take advantage of the relatively low unit prices currently contracted with Bartow Paving.

The list of streets to resurface on this contract are Summit Street, Thornwood Drive, Southview Drive, Jones Street, Ruby Street and Mayflower Circle. The total mileage of the supplemental roads is 1.77 miles bringing the total mileage for our annual resurfacing contract 7.49 miles. Based on the quantities utilized they will make minimum adjustments, as needed, to stay below an amount not to exceed the cost of \$485,998.00.

Mayor Santini stated that there is a scoring system to determine which roads are in the most need of repair.

Council Member Fox made a motion to approve the 2024 LMIG Paving Contract. Council Member Cooley seconded the motion. Motion carried unanimously. Vote: 6-0

21. EEE LMIG Funding for Roundabout at Collins Dr and SR 61

Mr. Wilson stated that in 2022, the Cartersville-Bartow MPO engaged Stantec to do a Tennessee Street Corridor Study. Out of the extensive study came a recommendation to improve traffic speeds and safety as well as multi-modal opportunities by construction of a roundabout at the intersection of Tennessee Street (SR 61) and Collins Drive.

In following up on the recommendation, a safety study was conducted at this intersection and at Gentilly Boulevard by the Safety Committee of the Georgia Department of Transportation. It concluded that, of the two intersections, the better cost/benefit ratio attaches to the Collins Drive location. The implementation of the roundabout will greatly improve left turn movements at this

busy intersection and serve to help moderate the speed of the traffic traversing Tennessee Street. The project is listed as CR-432 in the recently adopted CBMPO Transportation Improvement Program. The cost estimate provided by GDOT for the favored intersection approach of a single-lane roundabout is \$2,500,000.00 which includes preliminary engineering, utility relocations, right-of-way acquisition, and construction.

Public Works was seeking permission for the mayor to sign all related EEE LMIG Grant application documents necessary to request funding for the project.

Council Member Stepp made a motion to approve the mayor to sign all EEE LMIG Grant Application documents. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 6-0

ADDED ITEM

22. Roof Replacements

Mr. Wilson stated Public Works advertised a bid through our webpage and the Georgia Procurement Registry for the replacement of various buildings at the Public Works facility at 330 S. Erwin Street. Ten (10) bids were received ranging from \$181,975.20 to \$472,757.18. The low bidder was Caliber Construction. Public Works recommended accepting Caliber Construction’s bid by the mayor’s signature to the contract agreement that has been previously signed by the bidder. (Please note that we have required a performance and payment bond that will increase this bid by \$11,000). This will result in a total cost of \$192,975.20.

This is a non-budgeted item that will be paid out of the General Fund.

Council Member Fox made a motion to approve the Roof Replacements. Council Member Hodge seconded the motion. Motion carried unanimously. Vote: 6-0

FIRST READING OF ORDINANCES

23. Amendment to Solid Waste Rates

Mr. Wilson stated that there would need to be an Amendment to the Solid Waste Rates - Bartow County Solid Waste recently notified Public Works that the tipping fees at the Bartow County Landfill will increase to cover future expansions, inflation, labor, and ever-changing regulations. This increase to the city will result in an increase in tipping fees of almost 59% from January of 2023 through September of 2028.

Public Works recommended adopting the new Solid Waste Rates through an ordinance amendment to address the increase.

This amendment will decrease the base rate for residential solid waste rates and reflect an added fee based on estimated tipping fees at the Bartow County Landfill, which is currently estimated to be \$3.00 per average garbage cart/per month. All residential and commercial services with curbies will have an additional landfill fee provided on their monthly bill.

In addition, they also recommended increasing most commercial solid waste rates, ranging from 2.5% to 15%, depending on the container size and dump frequency. These proposed fees have been adjusted to better align with other commercial rates.

If approved, May utility bills will reflect this increase.

This was a first reading and would be voted on at the April 4, 2024, City Council meeting.

24. AMI Meters Opt-Out Program

Freddy Morgan, Assistant City Attorney, stated that the City of Cartersville understands that some residential customers do not desire to have AMI smart meters installed at their residences and is providing an opt-out option for those residential customers based on the listed conditions.

This was a first reading and would be voted on at the April 4, 2024, City Council meeting.

BID AWARD/PURCHASES

25. New World Annual Software Maintenance

Mr. Morgan stated that Bartow County has submitted the calendar year 2024 software maintenance cost invoice for the New World (Tyler Technologies) system that is used by our Fire and Police Departments. This is a budgeted item and approval was recommended to pay this invoice in the amount of \$43,734.43.

Council Member Fox made a motion to approve the New World Annual Software Maintenance. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 6-0

CONTRACTS/AGREEMENTS

26. SpryPoint Customer Portal

Mr. Morgan stated that SpryPoint has provided a no cost change order that addresses pulling and displaying PDF bill statements for the Customer Portal. The no cost change order needs Council approval and an authorized signature from the mayor.

Council Member Hodge made a motion to approve the SpryPoint Customer Portal change order. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 6-0

27. Sweitzer Engineering Services Agreement and Task Orders

Sidney Forsyth, Water Department Director, stated the Engineering Services Agreement between the City and Sweitzer Engineering, Inc. has expired and needs to be renewed to continue hiring this firm for engineering services. This is a standard form of agreement used between the City and other engineering firms.

Task Order 2B is for construction management services during the Grassdale Road Water Main Relocation project. The proposed cost for these services is \$168,000.00.

Task Order 5A is for construction management services for the Altitude and Check Valve Replacement project. The proposed cost for these services is \$70,000.00.

Approval was recommended of the Agreement and both Task Orders. These are budgeted expenses.

Council Member Fox made a motion to approve the Switzer Engineering Services Agreement and Task Orders. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 6-0

28. Matthew Hill Project

Steven Roberts, Parks and Recreation Director, stated that Parks and Recreation is seeking approval to add pavilion construction documents as a change order to the Matthew Hill Stadium Steps Project. The proposed pavilion will cover two basketball courts, which is currently a tennis court. The pavilion will allow year-round use and serve as an event space for the community.

The change order documents will have a scope of work that consists of a Schematic Design of \$6,380.00, Construction Documents of \$23,430.00, Construction Administration of \$14,850.00, and a 3D Rendering which is optional for \$7150.00. The total cost of the change order will be \$51,810.00. An estimated cost for the addition of the pavilion is \$800,000.00. This request is not budgeted. Staff recommended approval.

Council Member Cooley made a motion to approve the Matthew Hill Project. Council Member Cordell seconded the motion. Motion carried unanimously. Vote: 6-0

29. Concession Contract

Mr. Roberts stated this item includes the contracts for Top Shelf to continue to provide our concessions for the Parks and Recreation Department. This contract will run through December 31, 2024. Top Shelf Concessions aligns with our programs and gives the city 15% of their gross monthly revenue.

Council Member Fox made a motion to approve the Concession Contract. Council Member Stepp seconded the motion. Motion carried unanimously. Vote: 6-0

MONTHLY FINANCIAL STATEMENT

30. January 2024 Financial Report

Tom Rhinehart, Finance Department Director, reviewed the financial report from January 2024 and compared the numbers to January 2023.

OTHER

Jason Traynor, 18 Burnt Hickory Connector, came forward to speak about Tennessee House Bill 1894 and asked what was being done to prevent vaccines being put into our lettuce. Continuing, he expressed his concern with police brutality and inquired what Mayor and Council proposed to do about this situation. Additionally, he stated his concern with the local level of homelessness and urged the Mayor and Council to do something to help the growing homeless community.

EXECUTIVE SESSION

Council Member Hodge made a motion to enter Closed Session for the purpose of Personnel. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 6-0

Council Member Fox made a motion to one additional item to the agenda. Council Member Hodge seconded the motion. Motion carried unanimously. Vote: 6-0

ADDED ITEM

31. Electric Department Superintendent

Mr. Porta stated that after serious consideration, it was recommended to terminate Derek Hampton as the Electric Department Superintendent and name Freddy Morgan, Assistant City Manager, as the Interim Electric Superintendent until such time as appropriate replacement is found and appointed.

Council Member Fox made a motion to approve the termination of the Electric Department Superintendent and name Freddy Morgan as the Interim Electric Department Superintendent. Council Member Stepp seconded the motion. Motion carried unanimously. Vote: 6-0

Reference Resolution #12-24

ADJOURNMENT

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

Meeting Adjourned at 8:51 P.M.

/s/ _____
Matthew J. Santini
Mayor

ATTEST:
/s/ _____
Julia Drake
City Clerk



CITY COUNCIL ITEM SUMMARY

MEETING DATE:	April 4, 2024
SUBCATEGORY:	Public Hearing – 2 nd Reading of Zoning/Annexation Requests
DEPARTMENT NAME:	Planning and Development
AGENDA ITEM TITLE:	SU24-02. 123 Leake St. Applicant: Josh McWhorter
DEPARTMENT SUMMARY RECOMMENDATION:	<p>Applicant requests a Special Use permit to allow an apartment behind commercial and office uses in the same building, at property identified as 123 Leake St, in Land Lot 483 of the 4th District, 3rd Section. Tax ID No. C002-0002-061. The approximate land area is 0.31 acres.</p> <p><u>Staff is not opposed to the request with the following condition:</u></p> <p>1) The Special Use is nullified if the building use changes, and the apartment is removed.</p> <p>Planning Commission recommended approval.</p>
LEGAL:	N/A

SPECIAL USE APPLICATION SYNOPSIS

REQUEST SUMMARY:

Applicant requests a special use permit to construct an apartment behind an office in the same building.

Petition Number(s): **SU24-02**

APPLICANT INFORMATION AND PROPERTY DESCRIPTION

Applicant: **Josh McWhorter**

Representative: **Shane Kemp, Graphite Construction Company**

Property Owner: **Same**

Property Location: **123 Leake St. Parcel ID C002-0002-061**

Access to the Property: **Leake St.**

Site Characteristics:

Tract Size: **0.31 +/- ac.** District: **4th** Section: **3rd** LL(S): **483**

Ward:**4** Council Member: **Calvin Cooley**

LAND USE INFORMATION

Current Zoning: **DBD (Downtown Business District)**

Proposed Zoning: **No change**

Proposed Use: **Apartment behind commercial/ office in same building**

Current Zoning of Adjacent Property:

North: **DBD**

South: **R-7 (Single Family Residential)**

East: **DBD**

West: **DBD**

The Future Development Map designates the subject property as: **DBD**

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

2. City Department Comments (as of Mon. 1/30/24):

Electric: Takes no exception.

Fibercom: Takes no exception.

Fire: No comment received

Gas: No comment received

Public Works: No comment received.

Water and Sewer: Cartersville Water Department has the following comment:

1. Each individual unit must be served from a separate service. Please contact Terry Jordan at (770)-607-6294 for water and sewer fees.

3. Public Comments:

1/24/24: Darla McAfee. Email Inquiry. Application emailed.

4. Special Use Review

Josh McWhorter, applicant, requests the special use permit to construct an apartment behind an office in the same building. In the DBD, a Special Use permit is required for apartments and condominiums, above, below, or behind commercial and office uses in the same building.

Per Sec. 16.4.2, the following are specific Special Use Standards for apartments and condominiums, above, below, or behind commercial and office uses in the same building:

- **Minimum square footage of a (1) bedroom apartment- 600sf. 659sf provided.**
- **Minimum parking spaces for the apartment- Two (2) Required. Two (2) provided.**
- **Minimum parking spaces for the Office space,1441sf- Five (5) spaces required (3 spaces/ 1000sf). Min. six (6) spaces provided between 123 Leake St and 162 W. Main St. See parking agreement for 162 W. Main St.**

All requirements can be met.

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. 9.4. downtown Business District

See attached.

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 Leake St. is anticipated.

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

How Standard #2 has / will be met: 3-4 spaces are available on site. A parking agreement for (5) spaces has been executed for spaces at 162 W, Main St. See agreement.

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: Apartment use is as required. Office use is expected to be normal business hours.

Standard #5: Outdoor lighting

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

Standard #6: Ingress and egress to the property.

How Standard #6 has / will be met: Leake St.

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:

16.4.2. Apartment, above, below, or behind commercial and office uses in the same building.

A. Allowable districts: DBD, M-U, P-D, O-C, and G-C.

B. Standards:

1. The dwelling unit shall comply with all applicable City of Cartersville building and fire codes.
2. Minimum floor area requirements for a dwelling unit shall be the following:
 - *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.
3. Minimum number of parking spaces: Two (2) spaces for each dwelling unit plus three (3) spaces for each one thousand (1,000) square feet of commercial use.
4. Parking lot outdoor lighting shall be directed away and shielded from residential above or behind commercial use and from abutting residential districts or use. Freestanding street lighting fixtures shall have a maximum height of thirty-five (35) feet.
5. Reserved.
6. Sound-deadening construction materials and techniques should be used and bedrooms should be oriented away from noise sources.

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

- 1) The Special Use Permit is nullified if the building use changes and the apartment is removed.

123 Leake St

Parking spaces for 123 Leake St as of 2012.

Meeting: April 4, 2024 Item2.

123 Leake St

M Faye McCord

123 Leake St

M Faye McCord

123 Leake St

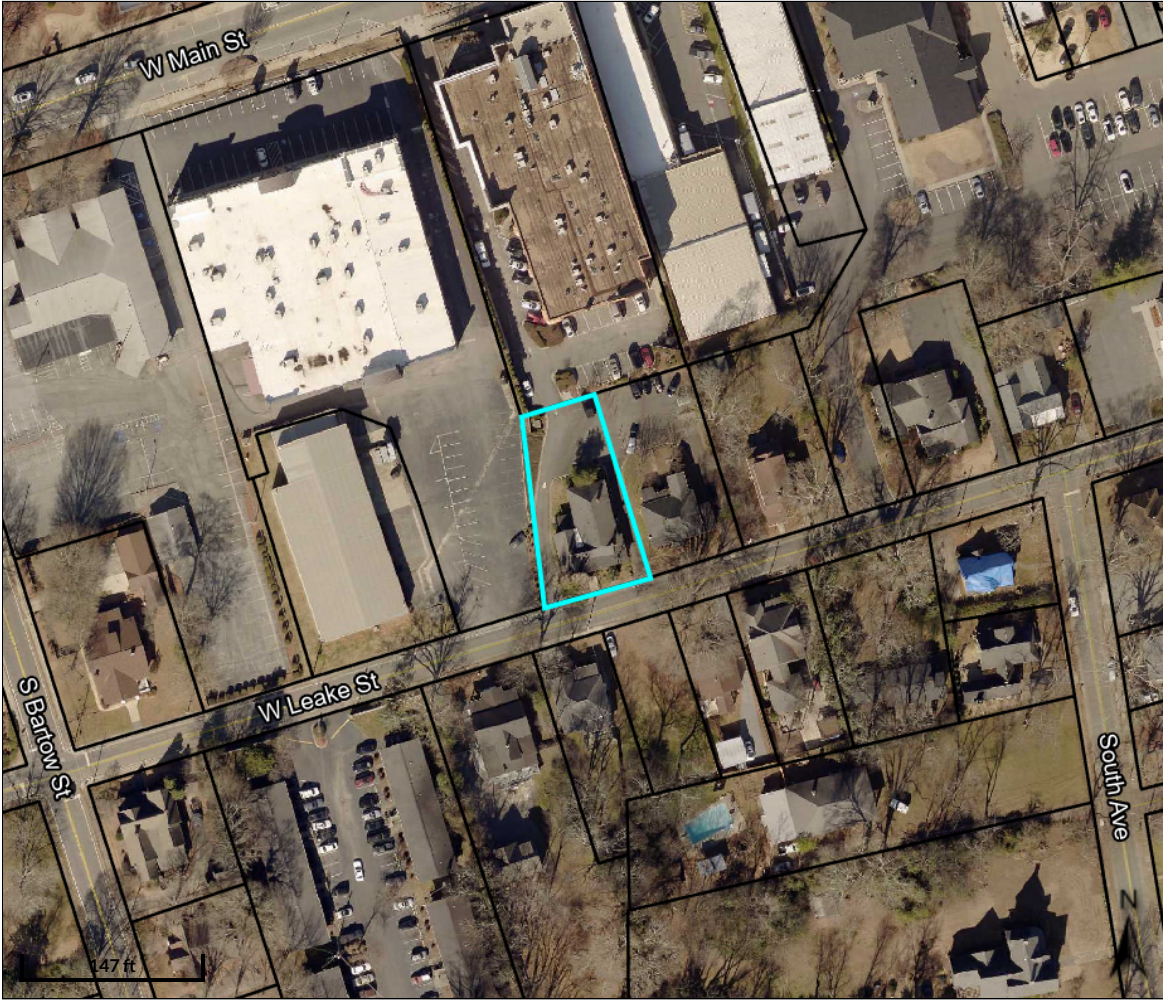
Parking spaces for 123 Leake St as of 2021.

Meeting: April 4, 2024 Item2.

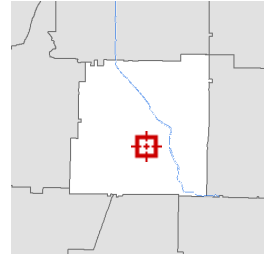
123 Leake St

M Faye McCord



123 Leake St
M Faye McCord



Overview



Legend

-  Parcels
-  Roads

Parcel ID	C002-0002-016	Alternate ID	32099	Owner Address	MCCORD M FAYE
Sec/Twp/Rng	n/a	Class	Commercial		509 BOATNER AV
Property Address	123 LEAKE ST	Acreage	0.31		CARTERSVILLE, GA 30120
District	Downtown Development Authority				
Brief Tax Description	LL483 LD4				
	<i>(Note: Not to be used on legal documents)</i>				

Date created: 12/22/2023
Last Data Uploaded: 12/21/2023 9:40:51 PM

Developed by 

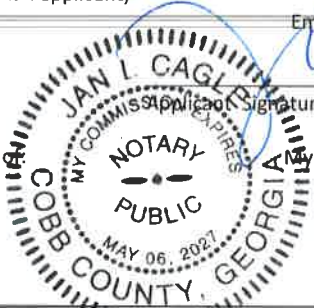
Application for Special Use
City of Cartersville

Case Number: SV24-02
Date Received: 12-21-23

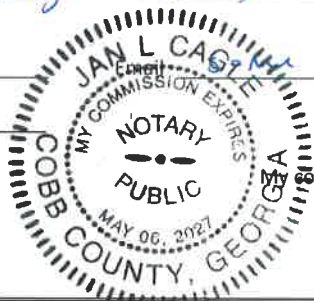
Public Hearing Dates:

Planning Commission 2/6/24 5:30pm 1st City Council 2/15 7:00pm 2nd City Council 3/7 7:00pm

Applicant Josh McWhorter (printed name) Office Phone (770) 386-0022
 Address 162 W. Main St Ste 303 Mobile/ Other Phone _____
 City Cartersville State GA Zip 30120 Email josh@mcwhortercp.com
 Representative's printed name (if other than applicant) Shane Kemp Phone (Rep) (404) 468-7663
 Email (Rep) shane@graphiteconstructioncompany.com
 Representative Signature _____
 Signed, sealed and delivered in presence of _____ My commission expires: 5/6/27
 Notary Public [Signature]



* Titleholder Josh McWhorter, Manager (titleholder's printed name) Phone (770) 386-0022
 Address Same
 Signature _____
 Signed, sealed, delivered in presence of: _____ My commission expires: 5/6/27
 Notary Public [Signature]



Present Zoning District DBD ~~1-111~~ Parcel ID No. C002-002-061
 Acreage .31 Land Lot(s) ≡ 483 District(s) 4 Section(s) 3
 Location of Property: 123 Leake Street
 (street address, nearest intersections, etc.)
 Reason for Special Use Request: Partner in Real Estate Firm wishes to use portion of residence for business use.
 (attach additional statement as necessary)

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

**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: 12/15/23


Date Two Years Prior to Application: 12/15/21

Date Five Years Prior to Application: 12/15/18

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	_____	✓
Council Member:		
Ward 1- Kari Hodge	_____	✓
Ward 2- Jayce Stepp	_____	✓
Ward 3- Cary Roth	_____	✓
Ward 4- Calvin Cooley	_____	✓
Ward 5- Gary Fox	_____	✓
Ward 6- Taff Wren	_____	✓
Planning Commission		
Lamar Pendley, Chair	_____	✓
Anissa Cooley	_____	✓
Fritz Dent	_____	✓
Greg Culverhouse	_____	✓
Jeffery Ross	_____	✓
Stephen Smith	_____	✓
Travis Popham	_____	✓

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.


 Signature _____ Date 12/15/23

 Print Name JOSEPH McWHORTER

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:

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

How Standard #1 has / will be met:

No effect on traffic is anticipated.

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

How Standard #2 has / will be met:

Property has (5) five parking spots located behind structure.

Standard #3: Protective screening.

How Standard #3 has / will be met:

No land disturbance will occur during construction or occupation.

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

How Standard #4 has / will be met:

Typical 9-5 office setting. Business operational for ~8hrs. Mon-Fri.

Standard #5: Outdoor lighting.

How Standard #5 has / will be met:

No New exterior lighting proposed. Any existing ext. lights will be maintained

Standard #6: Ingress and egress to the property.

How Standard #6 has / will be met:


Wrap around drive way is existing and will be utilized.

Standard #7: Compatibility with surrounding land use.

How Standard #7 has / will be met:

Business & Residency at 123 Leake St. will work in conjunction with surrounding businesses.

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

Signed, 

Applicant or Representative
12/15/23

Date

PARKING SPACE RENTAL AGREEMENT

I. The Parties. This agreement dated January 2, 2024 is by and between 162 West Main Street Village, LLC with a mailing address of 162 W. Main Street, Suite 303, Cartersville, Georgia, 30120 (Hereinafter known as the 'Lessor') and The McWhorter Group, LLC with a street address of 162 W. Main Street, Suite 303, Cartersville, Georgia, 30120 (Hereinafter known as the 'Lessee') for five (5) parking spaces located at 162 W. Main Street, Suite 303, Cartersville, Georgia, 30120. Other Details: Parking will be in the rear of the building adjacent to and reserved for 123 Leake Street.

II. Term. The tenancy shall be on a fixed term.

This agreement begins on January 2, 2024 and ends on November 30, 2025.

III. Rent. The payment of rent by the Lessee to the Lessor shall be due on the first (1st) of every year in the amount of \$250.00 (US Dollars). Payment shall be delivered to the Lessor by the Lessee in the following manner: Rent shall be sent via check to the Lessor's mailing address provided.

IV. Subletting. The Lessee is not allowed to sublease (sublet) the space without the direct written consent from the Lessor.

V. Current Registration & Insurance. Lessee may only use the space for vehicles that are up-to-date with all State and local registration. In addition, all vehicles must maintain current with insurance that is legal under the State of registration.

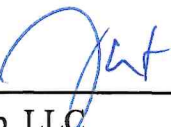
VI. Maintenance. Lessee is required to keep the vehicle in good repair and free of hazardous leaks of oils or liquids. No repairs of any type are allowed on the parking space and, if needed, must be towed to a location that allows such activities.

VII. Use of Space & Damage. The use of the space may only be for the parking of a vehicle that is owned/leased by the owner. No storage of personal property may be allowed in the space. Lessor is not liable for any damage done to the vehicle or personal property taken from it. All liability to the vehicle and personal property will be responsibility of the Lessee.

VIII. Governing Law. This agreement shall be governed under the laws in the State of Georgia.

This agreement was signed on January 2, 2024.

Lessor's Signature  _____
162 West Main Street Village, LLC

Lessee's Signature  _____
The McWhorter Group, LLC



City of Cartersville

PLANNING AND DEVELOPMENT

P.O. Box 1390 • 10 North Public Square • Cartersville, Georgia 30120
Telephone: 770-387-5600 • Fax: 770-387-5605 • www.cityofcartersville.org

Residential Permit Application

NOTICE: THIS FORM MUST BE COMPLETED, SIGNED AND SUBMITTED BEFORE A PERMIT MAY BE ISSUED. NO WORK MAY COMMENCE BEFORE THE ISSUANCE OF THE PERMIT
*** ATTACH SITE PLAN THAT INDICATES LOCATION OF THE STRUCTURE AND SETBACKS***
*** ORIGINAL SIGNATURE OF GC REQUIRED ON EACH APPLICATION***

SUBDIVISION: _____ LOT # _____

PROJECT ADDRESS: 123 Leake Street Cartersville 30120
CITY ZIP

OWNERS NAME: Josh McWhorter ADDRESS: 123 Leake St. Cartersville PHONE#: 770-386-0022

CONSTRUCTION TYPE: VB VALUATION/CONSTRUCTION COST \$30,000.00 SQ. FT: 603 BATHROOMS 1 BEDROOMS: 1

NEW HOME _____ ADDITION _____ REMODEL EXTERIOR X REMODEL INTERIOR X DETACHED ACCESORY BUILDING _____

OF STORIES: 1 SPLIT LEVEL: _____ GARAGE: _____ BASEMENT: YES ___ or NO X HISTORIC DISTRICT: YES X or NO ___ FLOODPLAIN: YES ___ or NO ___

DESCRIBE WORK Demolition, Carpet, Paint, Mill-work (Cabinetry) Exterior Paint and Siding, Patch & Repair

Contractors Name: Graphite Construction Company

EMAIL: dillonr@graphiteconstructioncompany.com CELL # 678-800-6408

ADDRESS: 102 North Bartow Street Cartersville
CITY ZIP

STATE LICENSE #: GCQA006720 BUSINESS LICENSE #: LCC201900345
(CONTRACTOR) EFFECTIVE 7/1/07

SIGNATURE: Dillon Richoz _____ NAME OF CI
THIS MUST BE SIGNED IN FRONT OF PERMIT CLERK

*****OFFICAL USE ONLY*****

SETBACKS _____

NOTES _____

APPROVAL: ZONNING ADMINISTRATOR _____ DATE _____

APPROVAL: BUILDING INSPECTIONS _____ DATE _____

PROJECT CONTACT:



Graphite Construction Company
162 W. Main Street, Suite 307
Cartersville, Georgia 30120

Phone 770 334 2774

DRAWN BY:

CHC

Leake Street Law Office/Residence

123 Leake Street Cartersville, Georgia 30120

Christian H. Crookless, RA, NCARB

3613 Hampstead Lane, Northeast

Roswell, Georgia 30075

678.662.3904 | www.crookless@gmail.com

GENERAL NOTES:

THE INFORMATION SHOWN IN THESE DRAWINGS IS BASED ON ACTUAL FIELD MEASUREMENTS AND OTHER INFORMATION OF RECORD. ALL WORK DESCRIBED IN THESE PLANS SHALL BE CONSTRUCTED IN COMPLIANCE WITH THE FOLLOWING CONSTRUCTION CODES.

THE GEORGIA STATE MINIMUM CODES:

INTERNATIONAL BUILDING CODE - 2018 EDITION WITH 2020 GEORGIA STATE AMENDMENTS

INTERNATIONAL RESIDENTIAL CODE - 2018 EDITION WITH 2020 GEORGIA STATE AMENDMENTS

INTERNATIONAL FIRE CODE - 2018 EDITION (CONTACT STATE FIRE MARSHALL BELOW)

INTERNATIONAL PLUMBING CODE - 2018 EDITION WITH 2020 GEORGIA STATE AMENDMENTS

INTERNATIONAL MECHANICAL CODE - 2018 EDITION WITH 2020 GEORGIA STATE AMENDMENTS

INTERNATIONAL FUEL GAS CODE - 2018 EDITION WITH 2020 GEORGIA STATE AMENDMENTS

NFPA NATIONAL ELECTRICAL CODE - 2020 EDITION

INTERNATIONAL ENERGY CONSERVATION CODE - 2015 EDITION WITH 2020 GEORGIA STATE SUPPLEMENTS AND AMENDMENTS

INTERNATIONAL SWIMMING POOL & SPA CODE - 2018 EDITION WITH 2020 GEORGIA STATE AMENDMENTS

FOR INFORMATION AND QUESTION REGARDING THE LIFE SAFETY CODE (FPA 101), IFC GEORGIA OR THE GEORGIA ACCESSIBILITY CODE, PLEASE CONTACT THE STATE FIRE MARSHALLS OFFICE

2020 GEORGIA STATE AMENDMENTS HAVE NFPA 101, 2018 EDITION AS GOVERNING LIFE SAFETY COMPONENTS AND ISSUES FOR STRUCTURES AND TENNANTS.

- PRECAST CONC. & LAMINATED WD BEAMS AND COLUMNS TO BE BUILT AND INSTALLED IN ACCORDANCE W/ ALL MANUFACTURER'S SPECIFICATIONS AND AS REQUIRED BY LOCAL CODES, RESTRICTIONS, AND REGULATIONS.
- PROVIDE APPROVED JOIST HANGERS AT ALL FLUSH JOIST-TO-JOIST AND JOIST-TO-BEAM CONNECTIONS
- HEADERS IN ALL BEARING PARTITIONS AND BEARING WALLS TO BE SOLID DIMENSIONAL LUMBER SIZED AS INDICATED ON FRAMING PLANS W/ 1/2" SOLID PLYWOOD BETWEEN UNLESS OTHERWISE NOTED. LAMINATED HEADERS AND BEAMS SHALL BE NAILED AS PER MANUFACTURER'S SPECIFICATIONS.
- ALL HEADERS IN EXCESS OF 4'-0" SHALL HAVE MIN. (2) TRIMMER JACKS ON EACH SIDE
- PROVIDE ADDITIONAL JOIST OR TRUSS UNDER INTERIOR PARTITIONS RUNNING PARALLEL TO FLOOR JOIST AND HAVING A LENGTH GREATER THAN 6'-0". DOUBLE JOIST UNDER BATHTUBS OR SPACE JOIST AT 12" O.C.
- ALL BEARING PARTITIONS SHALL HAVE 2 TOP PLATES - STAGGER SPLICES 4'-0" MIN. SPLICES SHALL BE CENTERED OVER TOP OF STUDS. STUDS SHALL ALIGN WITH JOISTS AND RAFTERS ABOVE AND BELOW
- PROVIDE 2X FIRESTOP BLOCKING AS REQUIRED BY CODE THROUGHOUT.
- HOLES BORED OR CUT INTO JOISTS SHALL NOT OCCUR WITHIN 2" OF TOP OR BOTTOM OF JOISTS OR IN CENTER ONE THIRD OF JOIST SPAN AND THE DIAMETER OF HOLES SHALL NOT EXCEED ONE THIRD OF THE DEPTH OF THE JOIST. NOTCHES SHALL NOT OCCUR IN TENSION SIDE OF JOIST. NOTCHES IN COMPRESSION SIDE OF JOISTS SHALL NOT OCCUR IN THE CENTER ONE THIRD OF THE SPAN AND SHALL NOT EXCEED ONE SIXTH OF THE DEPTH OF THE JOIST.
- WHERE THE INSTALLATION OF PLUMBING, HEATING, OR OTHER PIPES NECESSITATES THE CUTTING OF TOP PLATES MORE THAN ONE HALF THEIR WIDTH A METAL TIE NOT LESS THAN 18 GAUGE AND 1 1/2" IN WIDTH SHALL BE FASTENED TO THE PLATE ACROSS AND TO EACH SIDE OF THE OPENING WITH NOT LESS THAN (4) 16 PENNY NAILS
- THE DIAMETER OF HOLES BORED IN BEARING WALL STUDS SHALL NOT EXCEED ONE THIRD THE WIDTH OF THE STUD. WHERE STUDS ARE CUT OR BORED IN EXCESS OF ONE THIRD THE WIDTH OF THE STUD IT SHALL BE REINFORCED TO BE EQUAL IN LOAD CARRYING CAPACITY TO A STUD NOTCHED NOT MORE THAN ONE THIRD ITS DEPTH.
- OPENING WIDTH WOOD SIZE BEARING

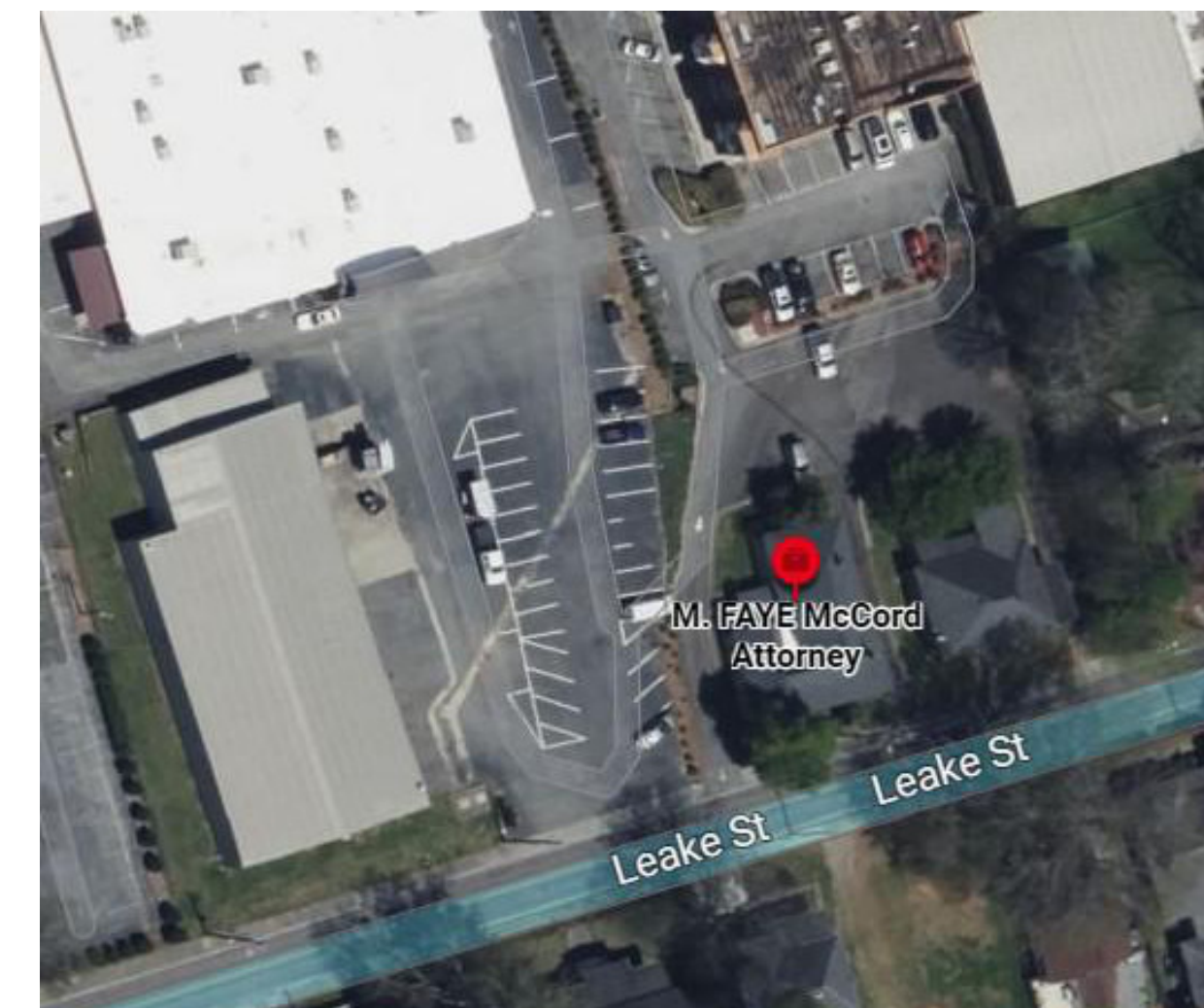
0 TO 3'-0"	2-2X8	6"
5'-1" TO 6'-0"	2-2X10	10"
3'-1" TO 5'-0"	2-2X8	8"
6'-1" TO 7'-0"	2-2X12	12"

THESE DRAWINGS ARE COPYRIGHTED AND SUBJECT TO COPYRIGHT AS IN "ARCHITECTURAL WORK" UNDER SEC. 102 OF THE COPYRIGHT ACT, 17 U.S.C. AS AMENDED DECEMBER 1990 AND KNOWN AS ARCHITECTURAL WORKS COPYRIGHT OF 1990. THE PROTECTION INCLUDES BUT IS NOT LIMITED TO THE OVERALL FORM AS WELL AS THE ARRANGEMENT AND COMPOSITION OF SPACES AND ELEMENTS OF THE DESIGN. UNDER SUCH PROTECTION, UNAUTHORIZED USE OF THESE PLANS, WORK OR HOME REPRESENTATION OF CONSTRUCTION OR BUILDINGS BEING SEIZED AND/OR MONETARY COMPENSATION TO CHRISTIAN CROOKLESS, RA, NCARB

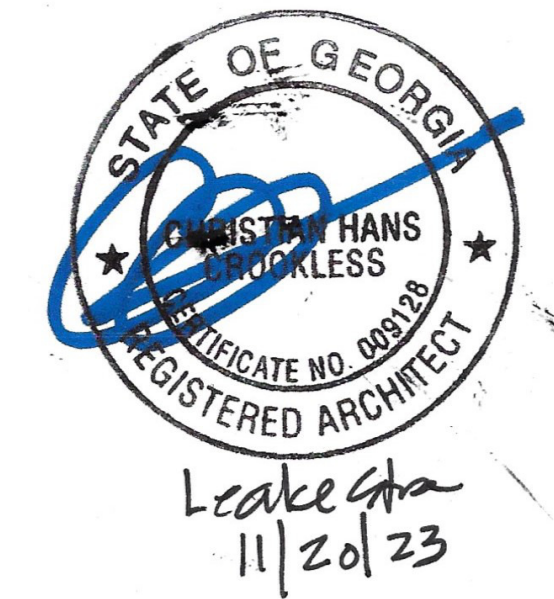
GENERAL NOTES:
OCCUPANCY TYPE: Business /Single Family Residential
NO. OF STORIES: One
CONSTRUCTION TYPE: VB Non Sprinklered

SCOPE OF WORK:
Conversion of an Existing Law Office into New Office Space / Residential Unit

SO. FT. DATA
1441 sf Office
659 sf Residential Unit
2100 sf Total



SITE PLAN M. Faye McCord is Previous Owner



- ALL MEANS AND METHODS OF CONSTRUCTION SHALL CONFORM TO CODES, LAWS, AND REGULATIONS OF THE AUTHORITY HAVING JURISDICTION, INCLUDING BUT NOT LIMITED TO PLUES, CHIMNEY, FIREPLACE, SMOKE DETECTOR, MASONRY, WOOD CONSTRUCTION, ROOFING, PLUMBING, ELECTRICAL WIRING, EXHAUST FANS, VENTING, MECHANICAL EQUIPMENT, AND DUCTWORK, ETC., AND SUCH CODES, LAWS, AND REGULATIONS SHALL GOVERN OVER ANY CONFLICTING INFORMATION INDICATED ON THE CONSTRUCTION DOCUMENTS.
- THE DESIGNER SHALL NOT BE RESPONSIBLE FOR CONSTRUCTION MEANS, METHODS, TECHNIQUES, SEQUENCES, OR PROCEDURES, OR SAFETY PRECAUTIONS IN CONNECTION WITH THE WORK, FOR ACTS OR OMISSIONS OF THE CONTRACTORS, SUBCONTRACTORS, OR ANY OTHER PERSONS PERFORMING ANY OF THE WORK OR THE FAILURE OF ANY OF THEM TO CARRY OUT THE WORK IN ACCORDANCE WITH THE CONTRACT DOCUMENTS AND / OR IN ACCORDANCE WITH LOCAL CODES, RESTRICTIONS, AND REQUIREMENTS.
- EACH NOTE ON ANY PAGE SHALL BE CONSIDERED AS ONE AND CONSISTENT FOR ALL PAGES.
- ALL PLAN DIMENSIONS ARE TO FACE OF FINISH PARTITIONS UNLESS OTHERWISE NOTED.
- ALL DIMENSIONS GOVERN OVER SCALE.
- CONTRACTOR TO CHECK AND VERIFY ALL CONDITIONS AND DIMENSIONS IN FIELD PRIOR TO CONSTRUCTION - NOTIFY DESIGNER OF ANY DISCREPANCIES PRIOR TO CONSTRUCTION

- THE CONTRACTOR SHALL VERIFY ALL OPENINGS BELOW LINTELS INDICATED ARE ADEQUATE TO ACCEPT DOOR FRAMES, LOUVERS ETC. ARE SHOWN ON THE ARCHITECTURAL AND MECHANICAL DRAWINGS. NOTIFY THE ARCHITECT AND STRUCTURAL ENGINEER OF ANY DISCREPANCIES PRIOR TO LINTEL INSTALLATION.
- NO OPENINGS SHALL BE PLACED ABOVE ANY LINTEL WITHIN A HEIGHT LESS THAN OR EQUAL TO THE WIDTH OF THE CLEAR OPENING BELOW THE LINTEL, UNLESS SPECIFICALLY SHOWN OR APPROVED BY THE STRUCTURAL ENGINEER.

FINISHES:

- ALL INTERIOR WALLS AND CEILINGS TO BE 5/8" THICK GYPSUM WALLBOARD EXCEPT AS OTHERWISE NOTED.
- SHOWER AND TUB WALLS ARE TO BE CERAMIC TILE ON CEMENTINOUS TILE BACKER BOARD.
- INTERIOR TRIM AND MOLDINGS INCLUDING BASE, CASINGS, CROWN, CHAIRRAIL, ETC. SHALL BE AS DETAILED AND/OR AS SELECTED BY OWNER

INSULATION:

- INSULATION IN EXTERIOR WALLS, FLOORS, OR CEILINGS SHALL BE PAPER BACKED BLANKET OR ROLL TYPE FIBERGLASS WITH VAPOR BARRIER.
- INSULATION IN EXT. WOOD FRAME WALLS TO BE R-13 NOM. 3 5/8" AT 2X4 WALLS AND R-19 5 1/2" AT 2X6 WALLS
- INSULATION IN FLAT CEILINGS ADJACENT TO ATTIC SPACES TO BE NOM. 10" (R-30)
- PROVIDE R-13 INSULATION W/ FOIL VAPOR BARRIER AT CONC. FOUNDATION WALLS
- NEW DOORS AND WINDOWS ARE REED TO HAVE AN R-2.8 RATING MIN.

DRAINAGE OF FOOTINGS:

- SLOPE DRAIN TILE AS REQUIRED TO DRAIN TO STORM SEWER OR OUTFALL.

REINFORCING:

- REINFORCING STEEL SHALL BE HIGH STRENGTH NEW BILLET STEEL CONFORMING TO ASTM A615 -95C, GRADE 60 (60,000 PSI).
- WELDED WIRE FABRIC (WWF) SHALL CONFORM TO ASTM A - 185.
- ALL REINFORCING SHALL BE DETAILED FABRICATED AND PLACED IN ACCORDANCE WITH THE ACI'S "MANUAL OF STANDARD PRACTICE FOR DETAILING CONCRETE STRUCTURES" (ACI - 315).
- DETAILS OF REINFORCEMENT SHALL CONFORM TO ACI 318 - 95, ACI 315 - 74 AND CRSI STANDARDS.
- ALL REINFORCING STEEL MARKED "CONTINUOUS" SHALL BE LAPPED 36 BAR DIAMETERS ST SPLICED AND AROUND CORNER OR INTERSECTION WITH A STANDARD 90 DEGREE BEND ON CORNER BARS.
- LAP WELDED WIRE MESH ONE FULL MESH AT SIDE AND END LAPS.
- SLABS ON GRADE SHALL BE 4" THK. CONCRETE AND REINFORCED WITH 6"X6" W1.4XW1.4 WWF LAP MESH 8" IN EACH DIRECTION. PLACE CONCRETE OVER 4 MIL. POLYETHYLENE VAPOR BARRIER AND 4" MINIMUM OF COARSE AGGREGATE OR AS RECOMMENDED BY SOILS ENGINEER. THE AGGREGATE LAYER SHALL BE PLACED OVER FIRM NATURAL SUB GRADE OR ON COMPACTED OR AND CONTROLLED FILL. FILL UNDER SLABS SHALL BE COMPACTED IN 8" LAYERS TO 95% MAXIMUM DENSITY. USE AIR ENTRAINED CONCRETE AT ALL EXTERIOR SLABS. POUR SLABS IN ALTERNATE PANELS WITH MAXIMUM OF 600 SQUARE FEET AND PROVIDE CONTROL & CONSTRUCTION JOINTS AT 30'-0" MAXIMUM OR AS REQUIRED TO PREVENT UNCONTROLLED CRACKING.

MATERIAL SCHEDULE:

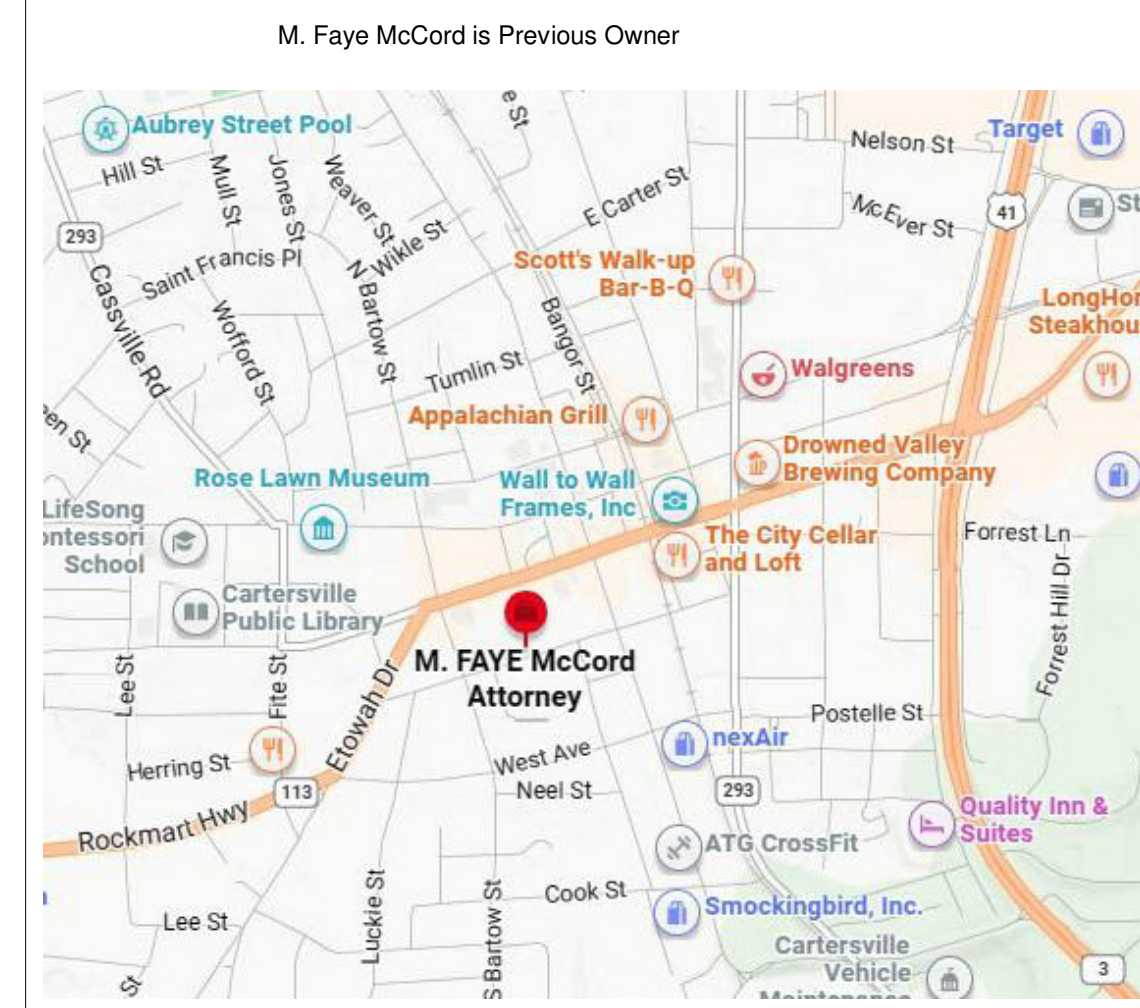
	BRICK		FINISHED WOOD
	CONCRETE BLOCK		PLYWOOD or PARTICLE BOARD
	SOLID CONCRETE BLOCK OR FILLED BLOCK		GLASS
	CONCRETE		EXPANSION JOINT MATERIAL
	GRAVEL or CRUSHED STONE		BATT INSULATION
	STEEL		RIGID INSULATION or ROOF PLANK
	COMPOSITION TILE		GYPSUM BOARD or GYPSUM DECK
	ROUGH WOOD CONTINUOUS		EARTH

SYMBOLS:

	NORTH ARROW		KEYED NOTE
	WALL SECTION		PARTITION TYPE
	ELEVATION		EXISTING CONSTRUCTION
	DETAIL		NEW CONSTRUCTION
	ENLARGED DETAIL		DEMOLITION
	WINDOW SYMBOL		COLUMN CENTERLINE
	DOOR SYMBOL		ELEVATION
	100 BEDROM		ROOM NUMBER & TITLE
	9'-6" AFF		CEILING HEIGHT

ABBREVIATIONS:

A.C. AIR CONDITIONING	C.I. CAST IRON CONTROL JOINT CENTERLINE	E.I.F.S. EXISTING FINISH SYSTEM	GYP. GYPSUM	MIN. MINIMUM	RAIL. RAILING	VERT. VERTICAL
ADD. ADDITION	C.J. CONTROL JOINT	EXP. EXPANSION	H.B. HOSE BIBB	MISC. MISCELLANEOUS	ROOM ROOM	V.C.T. VERTICAL COMPOSITION TILE
A.F.F. ABOVE FINISHED FLOOR	C.L.G. CENTERLINE	EX. EXISTING	H.D. HEAD	M.O. METAL OPENING	ROUND ROUND	V.I.F. VERIFY IN FIELD
ALT. ALTERNATE	C.L. CENTERLINE	ELEC. ELECTRICAL	H.T. HEIGHT	M.T. METAL THRESHOLD	ROUGH OPENING	W. WIDTH
ALUM. ALUMINUM	C.C. CONCRETE	ELEV. ELEVATION	H.M. HOLLOW METAL	N.C. NOT IN CONTRACT	SOLID CORE	W/O WITHOUT
ANG. ANGLE	C.O. CLEAN OUT	EQ. EQUIPMENT	H.H. HORIZONTAL	N.O. NOT TO SCALE	SCHEDULE	WD. WINDOW
APPROX. APPROXIMATELY	C.CM. CONCRETE MASONRY UNIT	EXP. EXPANSION	H.P. HIGH POINT	O.C. ON CENTER	SEALANT	W.I.N.D. WALL MOUNTED ADJUSTABLE
ARCH. ARCHITECTURAL/ARCHITECT	C.O. CLEAN OUT	EXH. EXHAUST	I.D. INSIDE DIAMETER	O.D. OFF CENTER	SECTION SHEET	W.M.A.S. WATERPROOF MESH
A.T. AT	C.CM. CONCRETE MASONRY UNIT	EXP. EXPANSION	IN. INSULATION	OVHD. OVERHEAD	SIM. SIMILAR	W.P. WEATHERPROOF
B.D. BOARD	C.CM. CONCRETE MASONRY UNIT	EXP. EXPANSION	INSUL. INSULATION	OPNG. OPENING	SIM. SIMILAR	WATERPROOF
BLDG. BUILDING	C.CM. CONCRETE MASONRY UNIT	EXP. EXPANSION	JAN. JANITOR CLOSET	PART. PARTITION	SIM. SIMILAR	WELDED WIRE MESH
BLK. BLOCK	C.CM. CONCRETE MASONRY UNIT	EXP. EXPANSION	J.T. JOINT	PLYWD. PLYWOOD	SIM. SIMILAR	YD. YARD
BLKG. BLOCKING	C.CM. CONCRETE MASONRY UNIT	EXP. EXPANSION	J.T. JOINT	RISER or RADIUS	SIM. SIMILAR	WATER CLOSET or WALL COVERING
BOT. BOTTOM	C.CM. CONCRETE MASONRY UNIT	EXP. EXPANSION	J.T. JOINT	ROOF DRAIN	SIM. SIMILAR	
BRG. BEARING	C.CM. CONCRETE MASONRY UNIT	EXP. EXPANSION	J.T. JOINT	REINFORCING	SIM. SIMILAR	
BSMT. BASEMENT	C.CM. CONCRETE MASONRY UNIT	EXP. EXPANSION	J.T. JOINT	REINFORCING	SIM. SIMILAR	
B.U. BUILT UP	C.CM. CONCRETE MASONRY UNIT	EXP. EXPANSION	J.T. JOINT	REINFORCING	SIM. SIMILAR	
CB. CHALKBOARD	C.CM. CONCRETE MASONRY UNIT	EXP. EXPANSION	J.T. JOINT	REINFORCING	SIM. SIMILAR	
CEM. CEMENT	C.CM. CONCRETE MASONRY UNIT	EXP. EXPANSION	J.T. JOINT	REINFORCING	SIM. SIMILAR	



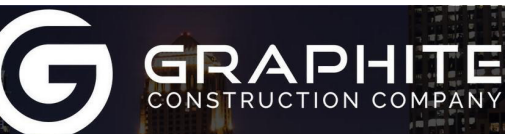
LOCATION MAP

123 Leake Street

NO.	REVISIONS DESCRIPTION	DATE	PROJECT #	23059
1			DATE:	11/17/2023
2			PERMIT ISSUE:	
3			DRAWN BY:	C.C.
4			SHEET #	CS

Christian H. Crookless, RA, NCARB

3613 Hampstead Lane, Northeast Roswell, Georgia 30075 678.662.3904 | www.crookless@gmail.com



Graphite Construction Company 162 W. Main Street, Suite 307 Cartersville, Georgia 30120 Phone 770.334.2774



Table with 2 columns: Date, Issuance

Leake Street Law Office / Residence 123 Leake Street Cartersville, Georgia 30120

This drawing is the property of Christian Crookless, RA and is not to be reproduced or copied in whole or in part or used in any way without the written permission.

Job Number: 23059 Date: 11/17/2023

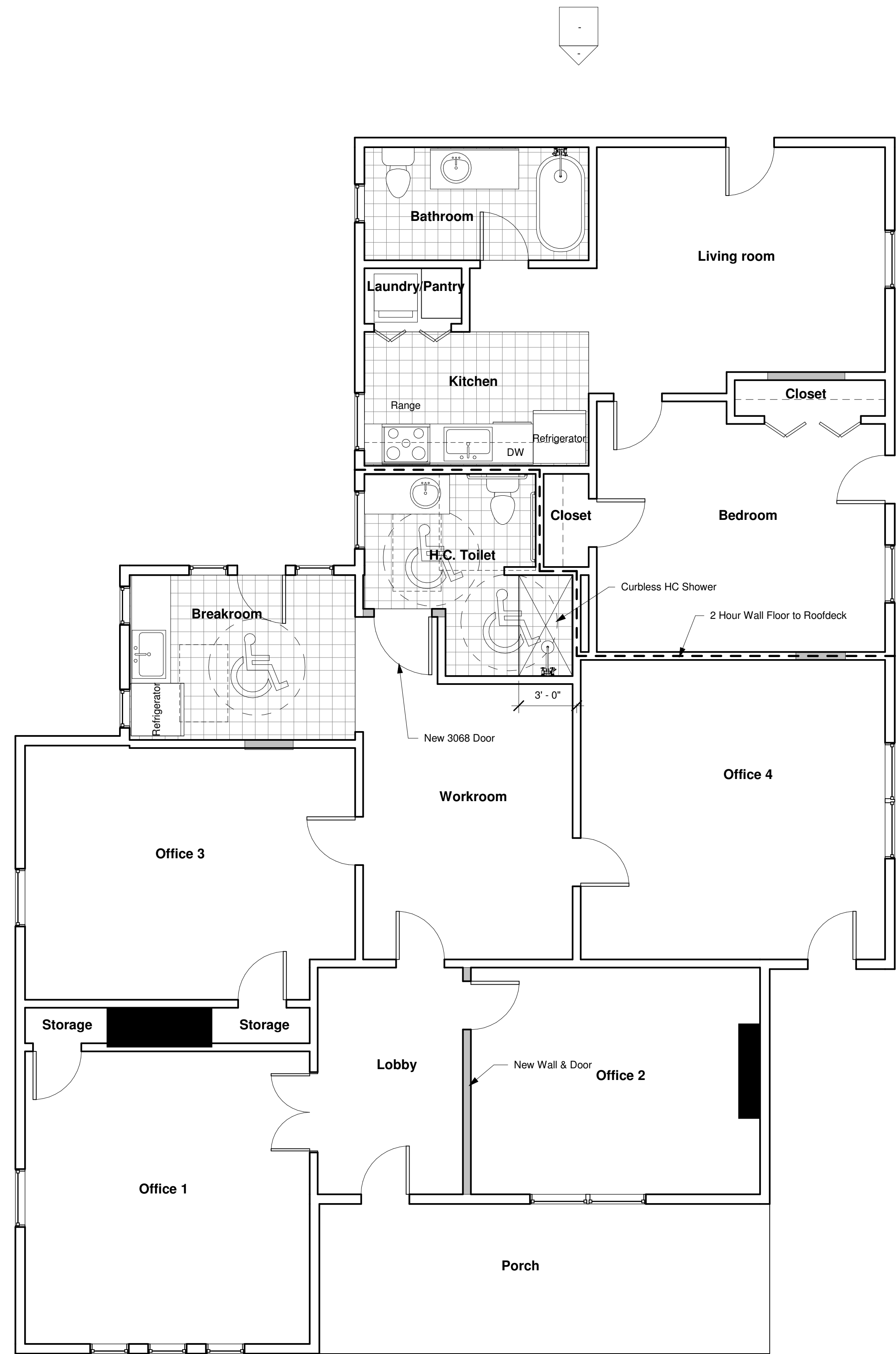
Drawn by: CHC Checked by: CHC

Sheet description

Proposed New Ground Floor Plan

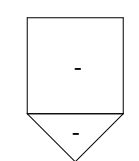
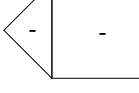
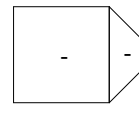
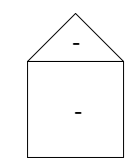
Sheet Number

A102

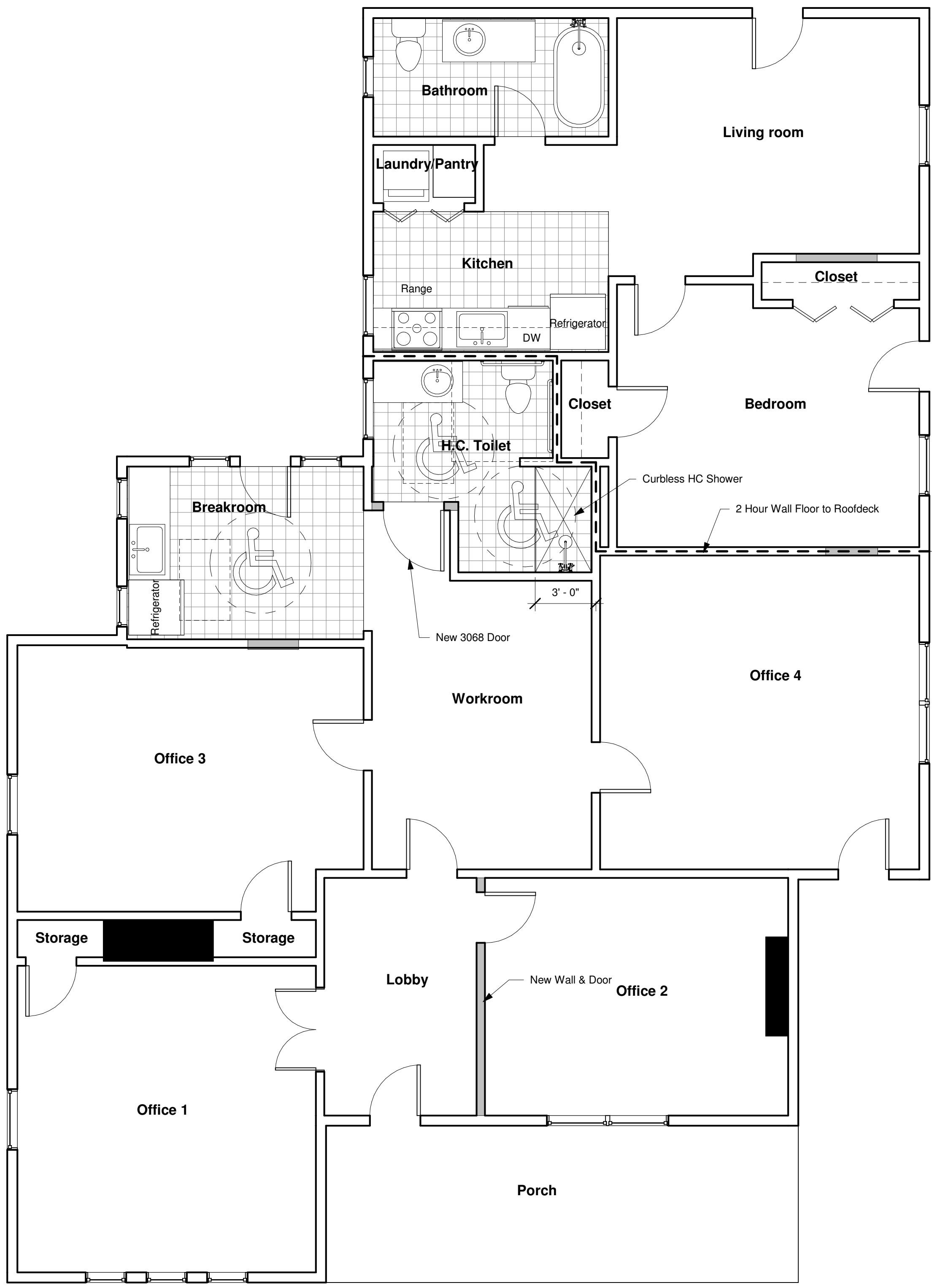
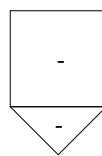


Technical drawing details for UL U301, including assembly requirements and a 3D perspective view of the panel.

1 Proposed New Ground Floor Plan 1/4" = 1'-0"



11/17/2023 10:45:08 AM C:\Users\lshelton\Documents\23059 - Leake St Law Office\Leake St Floorplan.rvt



DESIGN NO. UL U301

FIRE RATING: 2 1/2

STS RATING: 90

SOUND TEST: US

SYSTEM THICKNESS: 8 1/2"

LOCATION: INT

FRAMING TYPE: WT

ASSEMBLY REQUIREMENTS:

GYPSUM PANELS: 5/8\"/>

RESILIENT CHANNEL: 1/2\"/>

WOOD STUDS: 2\"/>

INSULATION: 5\"/>

GYPSUM PANELS: 5/8\"/>

TY: 1/2\"/>

USG CGC

USG Corporation
300 West Adams Street
Chicago, IL 60606
www.usg.com
800.452.4527

Residence

Office



Dec 21, 2023 at 11:56:51
123 Leake St
Cartersville GA 30120
United States



Dec 21, 2023 at 11:57:51
123 Leake St
Cartersville GA 30120
United States



Dec 21, 2023 at 11:58:41
123 Leake St
Cartersville GA 30120
United States



Dec 21, 2023 at 11:58:46
123 Leake St
Cartersville GA 30120
United States





Cartersville, Georgia

123 Leake St. Rear Parking Area

//



Google Street View
Oct 2023 See more dates

Image capture: Oct 2023 © 2024 Google





Cartersville, Georgia

123 Leake St. Rear Parking Area



Google Street View
Oct 2023 See more dates

Image capture: Oct 2023 © 2024 Google



Updated 2/21/24





CITY COUNCIL ITEM SUMMARY

MEETING DATE:	April 4, 2024
SUBCATEGORY:	Public Hearing – 2 nd Reading of Zoning/Annexation Requests
DEPARTMENT NAME:	Planning and Development
AGENDA ITEM TITLE:	ZMA24-01. Annual Zoning Map Amendment Applicant: City of Cartersville
DEPARTMENT SUMMARY RECOMMENDATION:	<p>This is the annual adoption of the official zoning map of the City of Cartersville. It includes the annexation and zoning actions approved by City Council in the last 12 months. The last zoning map adoption was July 6, 2023.</p> <p>See memo for list of amendments.</p> <p>Staff recommends approval.</p> <p>Planning Commission recommended approval.</p>
LEGAL:	N/A

MEMO

To: Planning Commission, Mayor & Council, City attorney
 From: Randy Mannino and David Hardegree
 Date: January 25, 2024
 Re: Zoning Map Amendment ZMA24-01 Revised 3-1-24

This is the annual adoption of the official zoning map of the City of Cartersville. It includes the annexation and zoning actions approved by City Council in the last 12 months. Map corrections are also included and explained below. The last zoning map adoption was July 6, 2023.

Zoning Update Summary

AZ23-01	226 E. Felton Rd	Annex/ R-20	Acreage: 0.46
AZ23-02	Allatoona Dam Rd	Annex./ P-I	Acreage: 158+/-
Z23-01	405B Old Mill Rd	G-C to L-I	Acreage: 0.86
Z23-02	8 Mimosa Terrace	R-15 to G-C*	Acreage: 0.63
Z23-03	Bates Rd/ Old Alabama (Switch)	P-D to T*	Acreage: 1947 +/-
Z23-04	1001 N. Tennessee St. & 8 and 10 Mimosa Lane	M-U to RSL	Acreage: 3.5 +/-

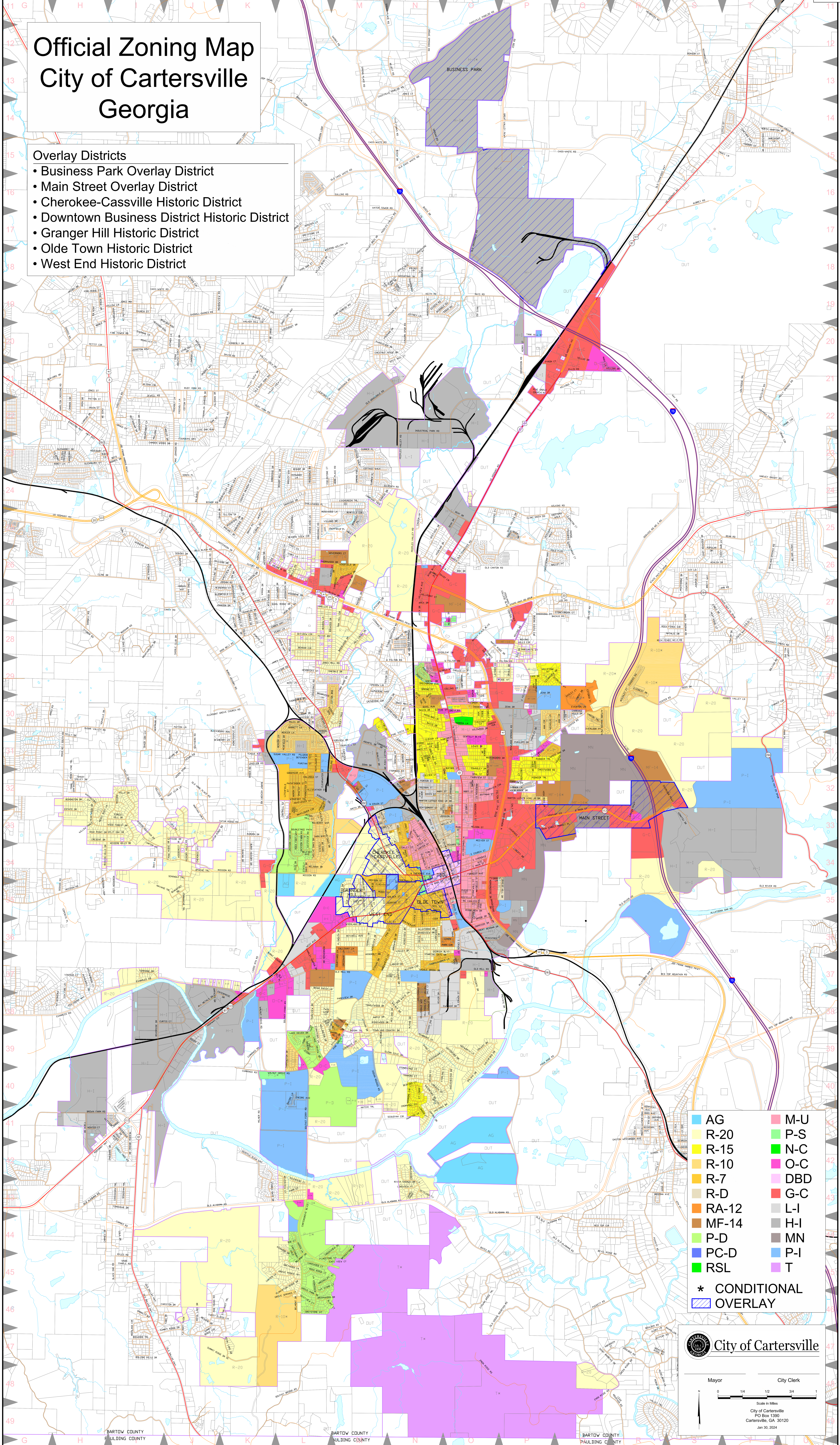
Zoning District Parcel Corrections or City Initiated Amendments:

Street number	Street name	current zoning	Proposed zoning	Notes
51	Carter Grove Blvd	P-D*	P-I	Change zoning for Fire Station #5. Acreage: 8.38
468 & 500	Bates Rd	P-D*	R-20	Change P-D zoning to R-20 to remove Carter Grove P-D requirements.
332	N Erwin St. (C013-0001-009)	L-I	H-I	This is to correct 2003 error identified 7-28-23.
640	N. Tennessee St.	M-U*	P-I	Change zoning for Parks and Rec development. Acreage 5.874.

Official Zoning Map City of Cartersville Georgia

Overlay Districts

- Business Park Overlay District
- Main Street Overlay District
- Cherokee-Cassville Historic District
- Downtown Business District Historic District
- Granger Hill Historic District
- Olde Town Historic District
- West End Historic District



AG	M-U
R-20	P-S
R-15	N-C
R-10	O-C
R-7	DBD
R-D	G-C
RA-12	L-I
MF-14	H-I
P-D	MN
PC-D	P-I
RSL	T
* CONDITIONAL OVERLAY	

City of Cartersville

Mayor _____ City Clerk _____

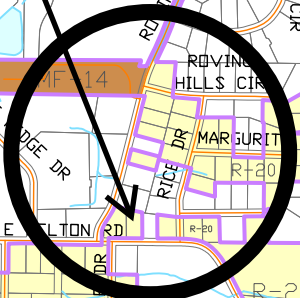
Scale in Miles
0 1/4 1/2 3/4 1

City of Cartersville
PO Box 1300
Cartersville, GA 30120
Jan 30, 2024

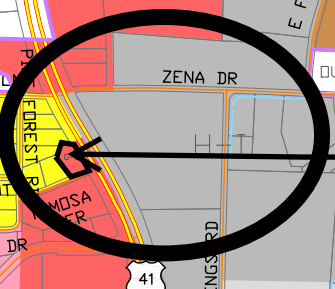
Meeting April 4, 2024 Item 1

Meeting: April 4, 2024 Item3.

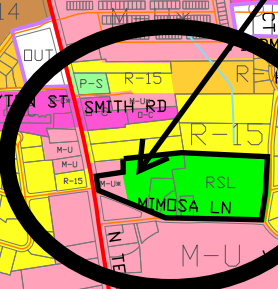
AZ23-01



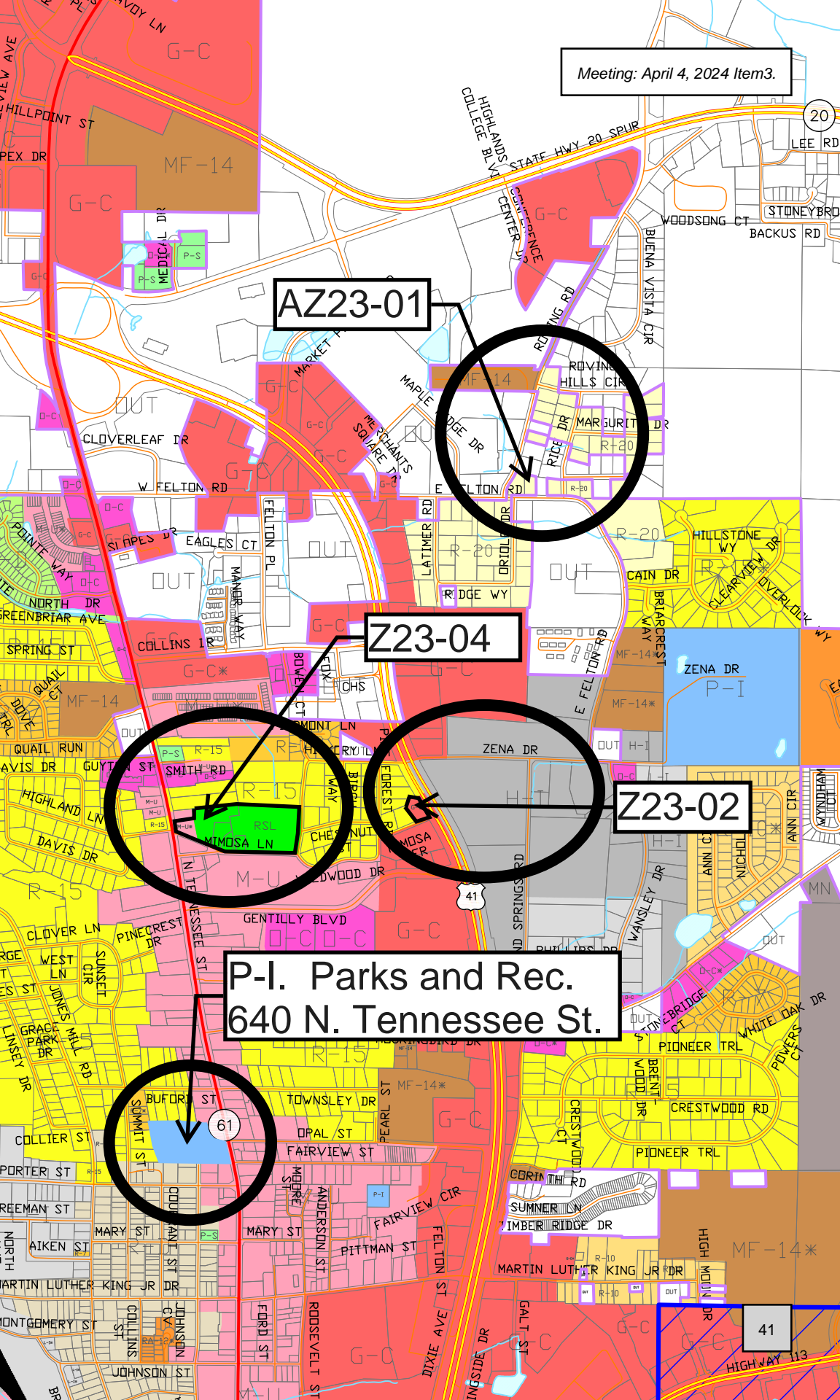
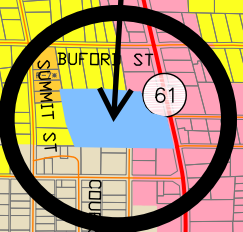
Z23-04



Z23-02



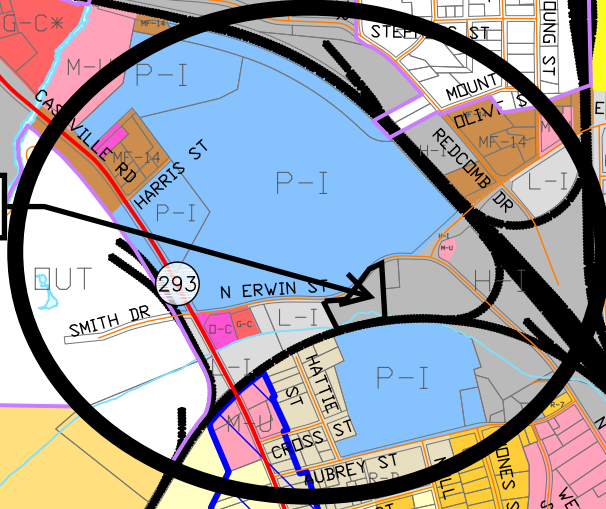
P-I. Parks and Rec.
640 N. Tennessee St.



41

HIGHWAY 113

332 N. Erwin St.



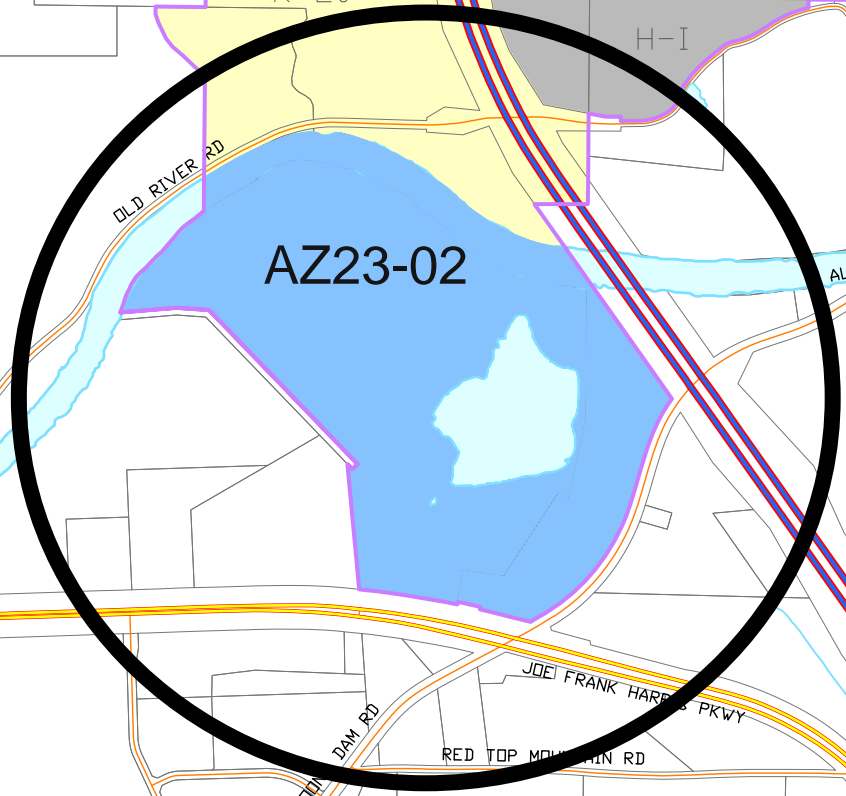
CHEROKEE
CASSVILLE

GRANGER
HILL

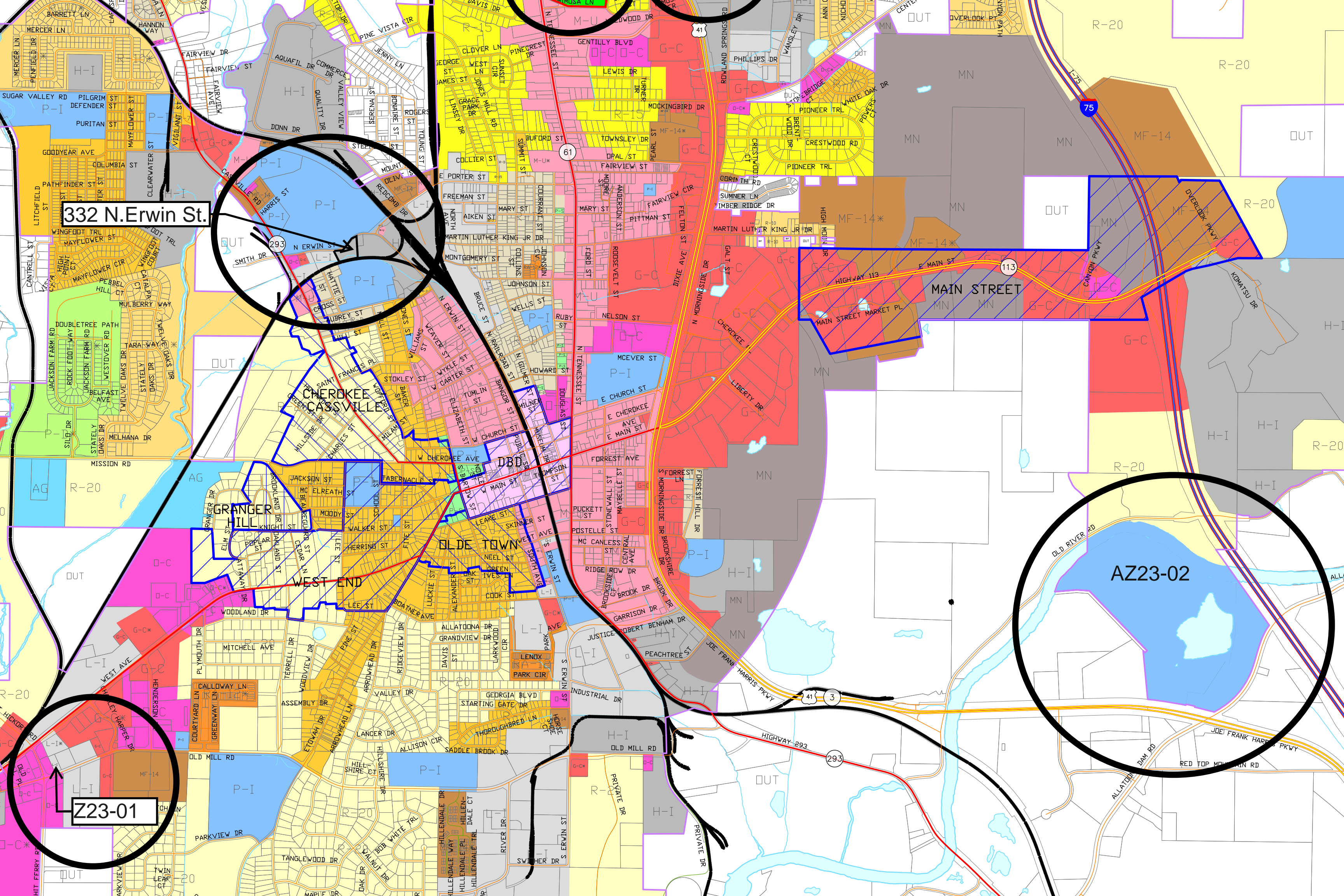
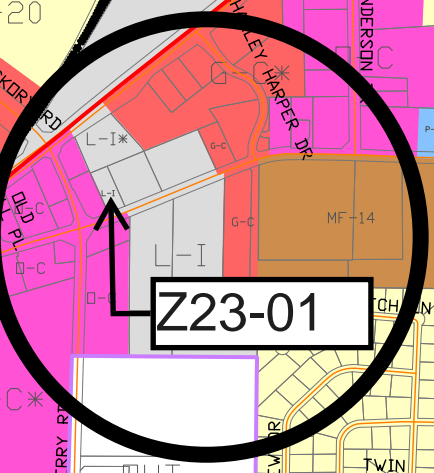
OLDE TOWN

WEST END

AZ23-02



Z23-01

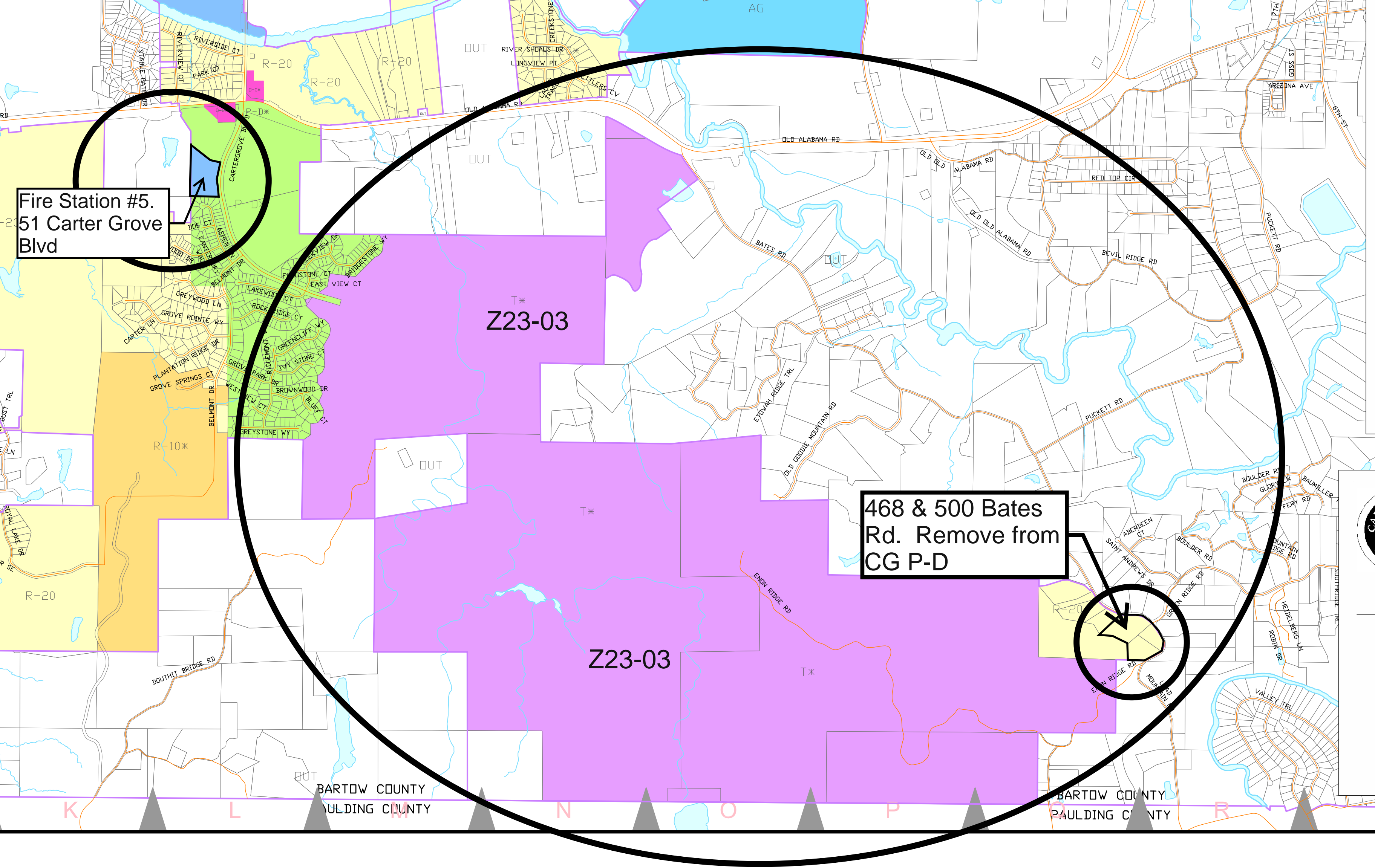


Fire Station #5.
51 Carter Grove
Blvd

468 & 500 Bates
Rd. Remove from
CG P-D

T*
Z23-03


Z23-03



BARTOW COUNTY
BUILDING COUNTY

BARTOW COUNTY
PAULDING COUNTY

K L M N O P R

	<h2>CITY COUNCIL ITEM SUMMARY</h2>	
MEETING DATE:	April 4, 2024	
SUBCATEGORY:	Text Amendment	
DEPARTMENT NAME:	Planning and Development	
AGENDA ITEM TITLE:	T24-02. Applicant: Tilley Outdoors LLC	
DEPARTMENT SUMMARY RECOMMENDATION:	<p>Text Amendment to Chapter 20, Signs and Outdoor advertising, Article II, Sign Ordinance, Sec. 20-29 (a), Billboards, to add:</p> <p style="padding-left: 40px;"><i>“(6). S. Tennessee Street (State Route 293) (beginning at the centerline of Justice Robert Benham Drive intersection with S. Tennessee Street centerline) and continuing south a distance of 1,000 feet.”</i></p> <p>Staff is not opposed to the amendment. Planning Commission recommended approval.</p>	
LEGAL:	N/A	

MEMO

To: Planning Commission, Mayor Santini & City Council

From: Randy Mannino and David Hardegree

Date: February 16, 2024

Re: *Text Amendment T24-02. Amendment to Chapter 20, Signs and Outdoor advertising, Article II, Sign Ordinance, Sec. 20-29, Billboards*

Text Amendment to Chapter 20, Signs and Outdoor advertising, Article II, Sign Ordinance, Sec. 20-29 (a), Billboards, to add:

“(6). S. Tennessee Street (State Route 293) beginning at the centerline of Justice Robert Benham Drive intersection with S. Tennessee Street centerline and continuing south a distance of 1,000 feet.”

This amendment would permit the applicant to install static billboard at 520 S. Tennessee St.

The closest billboards to this proposed area is 120 S. Gilmer St to the north and near the Old Alabama Rd bridge in Emerson to the south.

Staff is not opposed to the amendment.

**Application for Text Amendment(s)
To Zoning Ordinance
City of Cartersville**


Case Number: T Meeting: April 4, 2024 Item4.
Date Received: 1/18/24

Public Hearing Dates:

Planning Commission 3/12 5:30pm 1st City Council 3/21 7:00pm 2nd City Council 4/4/24 7:00pm

APPLICANT INFORMATION

Applicant <u>Tilley Outdoor, LLC</u> <small>(printed name)</small>	Office Phone <u>(770) 386-0040</u>
Address <u>1 N. Tennessee St.</u>	Mobile/ Other Phone _____
City <u>Cartersville</u> State <u>GA</u> Zip <u>30120</u> Email <u>bethtilley@bellsouth.net</u>	
<u>Robert L. Walker</u> Representative's printed name (if other than applicant)	Phone (Rep) <u>(770) 387-1373</u>
<u>[Signature]</u> Representative Signature	Email (Rep) <u>rwalker@jbwpc.com</u>
<u>[Signature]</u> Applicant Signature	
Signed, sealed and delivered in presence of <u>[Signature]</u> Notary Public	My commission expires: <u>2/22/26</u>



1. Existing Text to be Amended:

Article II, Section 20-29, Subsection (a)

Existing Text Reads as Follows: _____

2. Proposed Text:

Proposed Text Reads as Follows: add paragraph (6) to subsection (a) of Sec. 20-29, which shall read as follows: "(6) S. Tennessee Street (beginning at the centerline of Justice Robert Benham Dr. intersection with the S. Tennessee St. centerline) and continuing south a distance of 1,000 feet.

3. Reason(s) for the Amendment Request: To provide for the installation of a billboard sign.

(Continue on additional sheets as needed)

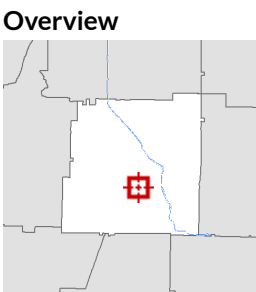
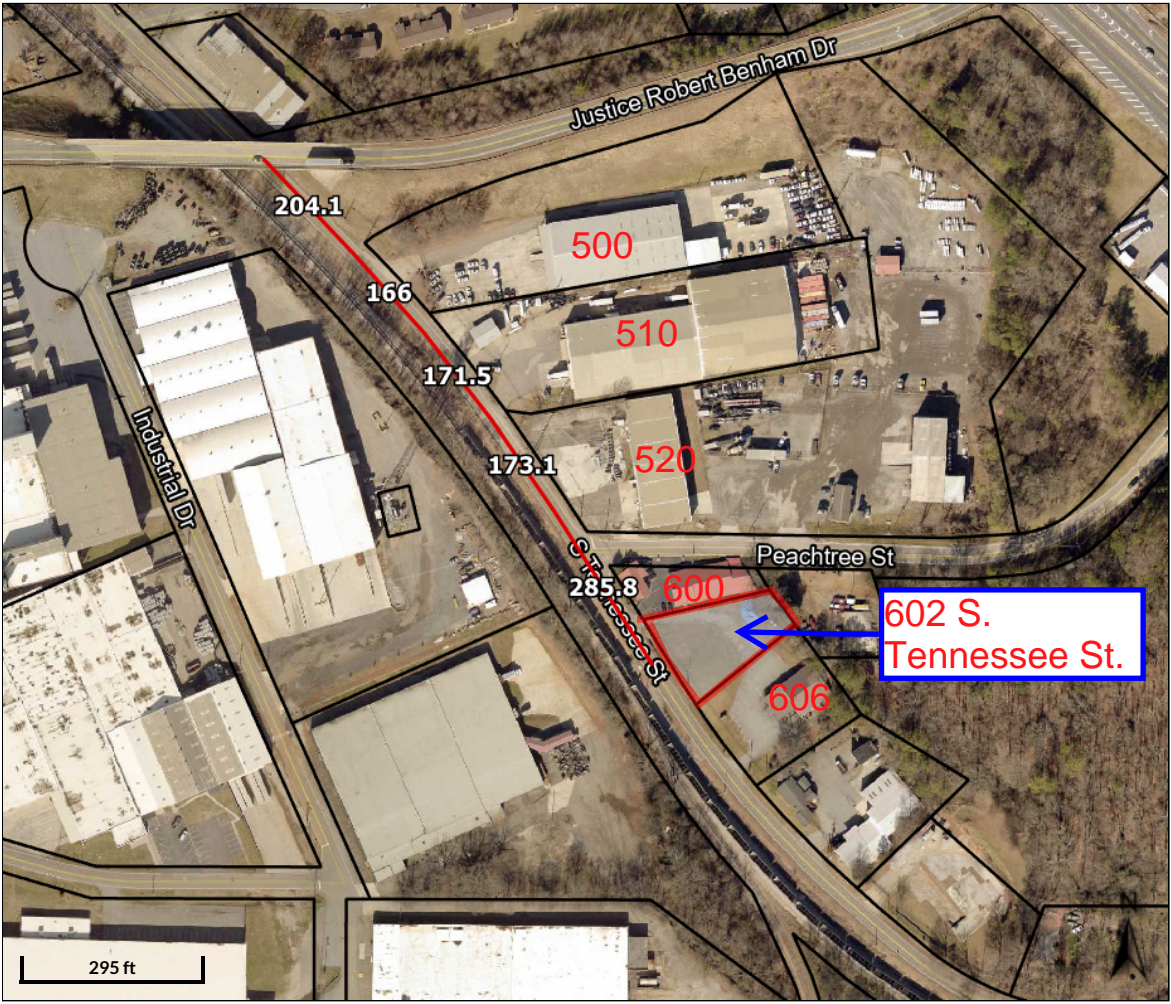
REQUIREMENTS FOR FILING
AN APPLICATION FOR TEXT AMENDMENT(S)
CITY OF CARTERSVILLE, GA

Completed applications must be submitted to the City of Cartersville Planning & Development Department, located at 10 N. Public Square, 2nd Floor. Cartersville, GA 30120.

Requirements

1. **Completed Application:** Include all signatures. Complete items 1, 2 and 3.
2. **Filing Fee:** A non-refundable filing fee of **\$400.00** must accompany the completed application.
3. **Public Notice Fee (Optional):** The applicant may choose to have city staff prepare and manage the public notification process outlined in **Requirement 4** below. If this option is requested, there is an additional, non-refundable fee of **\$50.00** which covers the cost of the newspaper ad and Publication affidavit.
4. **Public Notification:** The applicant is responsible for the following **public notification** process unless the applicant has requested that staff manage this process as outlined in **item 4** above:
 - a. Not less than fifteen (15) days and not more than forty-five (45) days prior to the scheduled date of the public hearing being the final action by the City Council and not less than ten (10) days prior to the Planning Commission meeting, a **notice of public hearing** shall be published in the legal notice section of the Daily Tribune newspaper within the City of Cartersville. Such notice shall state the application file number, and shall contain the location of the property, its area, owner, current zoning classification, and the proposed zoning classification. Such notice shall include both the Planning Commission and the City Council meeting dates. (See attached Notice of Public Hearing).





Legend
 □ Parcels
 — Roads

Parcel ID	C002-0001-005	Alternate ID	32058	Owner Address	SMITH RUSSELL BROOKSHIRE
Sec/Twp/Rng	n/a	Class	Residential		SMITH REBECCA MARIE
Property Address	120 LEAKE ST	Acreage	0.2		120 LEAKE ST
					CARTERSVILLE, GA 30120
District	Cartersville				
Brief Tax Description	LL 482 D 4				
	<i>(Note: Not to be used on legal documents)</i>				

Date created: 2/19/2024
 Last Data Uploaded: 2/16/2024 10:44:51 PM

Developed by Schneider
 GEOSPATIAL

Proposed Amendment

Sec. 20-29. Billboards.

- (a) Billboards shall be allowed, in addition to freestanding signs, on nonresidential use properties adjacent to only the following roads:
 - (1) State Route 20.
 - (2) U.S. 41 and corresponding frontage roads.
 - (3) U.S. 411 and corresponding frontage roads.
 - (4) West Ave. (beginning at, and including, the intersection with Henderson Dr. and running southwest).
 - (5) State Route 113 (beginning at the centerline of the I-75 right-of-way intersection with the GA Hwy. 113 centerline and continuing west a distance of two thousand seven hundred (2,700) feet radially; provided however, that this section shall supersede any conditions placed on billboards in this geographic location).

(6). S. Tennessee Street (State Route 293) (beginning at the centerline of Justice Robert Benham Drive intersection with S. Tennessee Street centerline) and continuing south a distance of 1,000 feet.

- (b) Billboards require a permit to be erected, and shall comply with the following regulations:
 - (1) *General standards.*
 - a. Shall be allowed a maximum sign area of three hundred (300) square feet.
 - b. Shall not exceed a height of thirty (30) feet. Height shall be measured from the nearest road grade elevation.
 - c. Shall be set back at least fifty (50) feet from the right-of-way of a public street or highway and twenty-five (25) feet from all property lines and buildings on the site.
 - d. Shall be a minimum of five hundred (500) feet from a residential zoning district.
 - e. Shall be a minimum of one thousand five hundred (1,500) feet from all other billboards. Distance shall be measured from one (1) billboard to another on the same road.
 - f. Shall not be visible from or located along Interstate Highway 75.
 - g. Shall not be attached to or painted directly on any building or any other natural or manmade structure or object other than the supporting structure specifically built for said sign.
 - (2) *Electronic billboards.*
 - a. Billboards which are directly illuminated, exhibit animation, blink, change copy, display moving pictures or images, flash, contain light emitting diode (LED), and/or contain liquid crystal display (LCD) shall be prohibited except when located adjacent to one (1) of the following roads:
 - 1. State Route 20.
 - 2. U.S. 41 and corresponding frontage roads.
 - 3. U.S. 411 and corresponding frontage roads.
 - 4. West Avenue (beginning at, and including, the intersection with Henderson Drive and running southwest).
 - 5. State Route 113 (beginning at the centerline of the I-75 right-of-way intersection with the Georgia Highway 113 centerline and continuing west a distance of two thousand seven

hundred (2,700) feet radially; provided however, that this section shall supersede any conditions placed on billboards in this geographic location).

6. Old Mill Road (beginning at the centerline of the Old Mill Road right-of-way intersection with the Erwin Street center line and continuing west a distance of one thousand (1,000) feet. Applicable to billboard signs existing as of July 26, 2022).
 - b. Shall be a minimum of five thousand (5,000) feet from all other electronic billboards and a minimum of one thousand five hundred (1,500) feet from nonelectronic billboards.
 - c. Any permit for an electronic billboard shall include a maximum number of displays per cycle for the structure. No more than six (6) displays per minute shall be allowed, and each display shall not change more frequently than once every ten (10) seconds.
 - d. Such displays shall contain static messages only, changed instantaneously, through dissolve or fade transitions, or other subtle transitions that do not have the appearance of moving text or images. In any event, such billboards may not have movement, or the appearance of or illusion of movement, of any part of the sign structure, design, or pictorial segment of the sign, including the movement of any illumination or the flashing, scintillating, or varying of light intensity.
 - e. All such billboards shall be programmed to automatically freeze in a single display in the event of a malfunction or computer/system error.
 - f. The planning and development department shall be provided with an on-call contact person and phone number for each permitted electronic billboard. The contact person must have the ability and authority to make immediate modifications to the displays and lighting levels should the need arise. In the event the contact person is unobtainable or unresponsive, the permit holder grants to the planning and development department the authority to access and disable the sign in cases of emergency or when the sign poses a threat to public safety.
- (3) *Nonconforming billboards.* Billboard signs legally existing on the date of adoption of this article may be continued even though such signs do not conform to this provision. Such nonconforming signs shall not be expanded, relocated or replaced by another nonconforming sign, except that the substitution of interchangeable poster panels, painted boards or demountable material on nonconforming signs shall be allowed. No such nonconforming sign shall continue after the discontinuance of the nonconforming use for a period of six (6) months.

(Ord. No. 26-12, 5-3-12; Ord. No. 29-18, § 1, 11-1-18; Ord. No. 20-22, § 1, 10-6-22)

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 20 - SIGNS AND OUTDOOR ADVERTISING. ARTICLE II. - SIGN ORDINANCE. SEC. 20-29. - BILLBOARDS** is hereby amended by adding a new section (a)(6) only:

1.

Sec. 20-29. Billboards.

- (a) Billboards shall be allowed, in addition to freestanding signs, on nonresidential use properties adjacent to only the following roads:
 - (6) S. Tennessee Street (State Route 293) beginning at the centerline of the Justice Robert Benham Drive intersection with the S. Tennessee Street centerline and continuing south to the centerline of the Peachtree Street intersection with the S. Tennessee Street centerline.

2.

All other existing provisions of Section 20-29 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:	March 21, 2024
SECOND READING:	April 4, 2024

MATTHEW J. SANTINI, MAYOR

ATTEST: _____
ASHLEY PETERS, DEPUTY CITY CLERK



CITY COUNCIL ITEM SUMMARY

MEETING DATE:	April 4, 2024
SUBCATEGORY:	Surplus Equipment
DEPARTMENT NAME:	Administration
AGENDA ITEM TITLE:	Surplus Equipment
DEPARTMENT SUMMARY RECOMMENDATION:	A list of equipment/vehicles deemed as surplus by our departments is provided in your agenda packet. I am requesting approval to list these surplus items for sale on GovDeals.
LEGAL:	N/A

Surplus Vehicles/Equipment April 2024					
Department	Asset #	VIN/Serial #	Description	Mileage	Problems
Public Works	6403	1GAZGNFG2G1175061	2016 Chevrolet Express Van 6.0L	103,801	Transmission is damaged, both rear side windows damaged
	6065	1HTSDZ7N7MH322664	1991 International 4900	63,196	Rotator is leaking, age
	6235	3FRXF75E68V646563	2008 Ford F750	105,953	Front suspension damage, transmission issues, age
	6254	49HAADB14DN09318	2004 Sterling SC8000 Acterra	89,930	Runs hot, transmission slips, age
Electric	522	3HAJTSKN6BL385923	2011 International Durastar	83,155	Engine damaged
	N/A	35189	DC3500 Excavator Attachment	N/A	Age
Water	853	1XKDDU9X6XJ799451	1998 Kenworth T800	108,655	Cost of repairs (ECM)
Police	4247	2C3CDXAT2DH647959	2013 Dodge Charger 5.7L	106,501	Age
	4249	2C3CDXAT6EH344894	2014 Dodge Charger 5.7L	74534	Age
	4253	2C3CDXAT4FH726830	2015 Dodge Charger 5.7L	133,238	Age
	4246	2C3CDXAT0DH647958	2013 Dodge Charger 5.7L	111,654	Age
	4258	2C3CDXAT3GH347402	2016 Dodge Charger 5.7L	97,846	Age
	4818	WBAPH73589E128152	2009 BMW 328I	82,109	Age



CITY COUNCIL ITEM SUMMARY

MEETING DATE:	April 4, 2024
SUBCATEGORY:	Second Reading of Ordinances
DEPARTMENT NAME:	Administration
AGENDA ITEM TITLE:	AMI Meters Opt-Out Program
DEPARTMENT SUMMARY RECOMMENDATION:	The City of Cartersville understands that some residential customers do not desire to have AMI smart meters installed at their residences and is providing an opt-out option for those residential customers based on the listed conditions.
LEGAL:	Reviewed 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 24 – UTILITIES. ARTICLE II. – RATES, CHARGES, BILLING AND COLLECTION PROCEDURES. SECTIONS 24-27 – 24-40 RESERVED, is hereby deleted in its entirety and replaced as follows:

1.

Sec. 24-27. – Advanced Metering Infrastructure Meters Opt-Out Program.

- (a) The City of Cartersville, as of April 2022, has commenced a meter replacement program, whereby it shall install Advanced Metering Infrastructure (hereinafter referred to as “AMI”), which shall include an integrated system of smart meters, various communication networks, and a data management system that enables two-way communication between the City utilities and its customers. The City of Cartersville understands that some residential customers do not desire to have AMI smart meters installed at their residences, so it shall provide an opt-out option for those residential customers on the following conditions:
 - 1. That they currently have a non-AMI smart meter as of April 4, 2024.
 - 2. For single-family owner-occupied residential dwellings only.
 - 3. Not for multi-family (does not include townhomes or condominiums in which individual residents own their residences and have individual connections for electric, gas, and water), commercial, governmental, solar or industrial users.
 - 4. If a residential customer decides to opt-out and not to have their non-AMI smart meter replaced, then the following monthly fee shall be added:
 - a. For one (1) non-AMI smart meter - \$35.00 per month; or
 - b. For two (2) or more non-AMI smart meters - \$70.00 per month.
 - 5. A residential customer may only opt-out if their account is currently in good standing and they have had no late payments in the past twelve (12) months.
 - 6. The City reserves the right to, in its sole discretion, deny any and all opt-out requests due to safety of personnel, location of meters, difficulty of access or other concerns which lead to an increase in costs or meter readings. The final decision will be made by the City Manager.
 - 7. A residential customer only has one opportunity to opt-out and must, within sixty (60) days of the approval of this ordinance, fill out and submit an Opt-Out Service Agreement on the forms provided for by the City.
 - 8. A residential customer may elect to opt-out of all meters, or just a portion thereof.
 - 9. Opt-out requests may only be made by the owner of the property who accepts financial responsibility of all monthly fees associated with the opt-out request.
 - 10. Residential customers that have experienced meter tampering or manipulation, or have been disconnected for non-payment two or more times, will not be eligible to opt-out.
 - 11. Residential customers that are disconnected in the future more than twice or have late payments more than twice will not be eligible to continue to opt-out.

- 12. Residential customers with meters that have historically been difficult to disconnect or obtain a reading for billing purposes will not be eligible to opt-out of the AMI meter installation. The final decision will be made by the City Manager.
- 13. If/when the existing meter(s) fails, the meter(s) will be replaced with an AMI meter.
- 14. If the name the account is in changes, the opt-out will no longer apply to the residence, and the meter(s) will be replaced with an AMI meter.
- 15. Multi-unit dwellings with homeowner and condominium associations may not collectively opt-out of AMI meter installations on behalf of individual residents who are members of the association. Individual residents who are owners of their residences and have individual connections for electric, gas, and water may submit a request for to opt-out pursuant to the requirements set forth herein.

2.

Sec. 24-28 – 24-40. Reserved.

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 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:	April 4, 2024
SUBCATEGORY:	Second Reading of Ordinances
DEPARTMENT NAME:	Public Works
AGENDA ITEM TITLE:	Amendment to Ordinance Regarding Solid Waste Rates
DEPARTMENT SUMMARY RECOMMENDATION:	<p>Public Works was recently notified by Bartow County Solid Waste that our tipping fees at the Bartow County Landfill will be increasing to cover future expansions, inflation, labor, and ever-changing regulations. This increase to the City will result in an increase in tipping fees of almost 59% from January of 2023 through September of 2028.</p> <p>To address this increase in fees, Public Works has recommended adopting new Solid Waste Rates through an ordinance amendment which can be provided.</p> <p>This amendment will lead to a decrease in base rate for residential solid waste rates but will reflect an added fee based on estimated tipping fees at the Bartow County Landfill. This fee is currently estimated to be \$3.00 per average garbage cart per month. Therefore, all residential and commercial services with curbies will have an additional Landfill Fee provided on their monthly bill.</p> <p>In addition, to address the increased costs of tipping fees and increased cost of operating fees, we recommend an increase in most commercial solid waste rates that range from 2.5% to 15%, depending on the container size and frequency of dumps. We have adjusted these proposed fees to be more in line with other commercial rates.</p> <p>If approved, this increase should be reflected in the May utility bills.</p>
LEGAL:	Reviewed by Archer & Lovell



BARTOW COUNTY
Solid Waste

Steve Taylor, Sole Commissioner
Rip Conner, P.G., Director

TO: Wade Wilson, City of Cartersville
FROM: Rip Conner
DATE: January 17, 2024
SUBJECT: Tipping Fee

As you are aware, the Bartow County Landfill has been increasing tipping fees annually by five percent each March 1st. Currently, our gate rate is \$46.88 per ton. Cartersville’s discounted rate is \$34.49 per ton. A difference of \$12.39/ton. Subsequent to March 1, 2024, after the planned increase, that discount will be \$13.01/ton. As suggested, the discounted amount has been increasing since we began providing discounts in May 2013. In fact, since then, the Bartow County Landfill has given the City of Cartersville over 1.3 million dollars in discounts.

After discussing this issue with the Commissioner, Bartow County has decided to gradually increase your rates through 2028 to within \$5.00 of our gate rate. This means, assuming no unforeseen economic factors, that in 2028 our gate rate will be \$59.82/ton while the City’s will be \$54.82/ton. We propose meeting this objective by continuing the 5% increase in March 2024 and then adding another 5% increase on September 1, 2024. Ten percent increases will continue annually on September 1 each year (you will be exempt from the annual March 1 increases) through 2028. The increases are summarized on the following Table:

Year	Gate Rate	Percent Increase	Cartersville Discounted Rate	Cartersville Discount
2023	\$46.88	-	\$34.49	12.39
2024	\$49.22	March: 5% September: 5%	\$36.21 \$38.02	\$13.01 \$11.20
2025	\$51.68	September: 10%	\$41.82	\$9.86
2026	\$54.26	September: 10%	\$46.00	\$8.26
2027	\$56.97	September: 10%	\$50.60	\$6.37
2028	\$59.82	September: 8.34%	\$54.82	\$5.00

The Bartow County Landfill is currently finishing a \$4.5 million expansion we trust will last 12 to 15 years. This expansion was mostly paid for by our Solid Waste Fund with some SPLOST dollars. The next construction event will likely be ten times that amount. With unknown economic factors such as inflation, labor, and ever-changing regulations, we feel we must pursue this initiative to ensure our economic viability.

Phone (678) 721-1550 • Fax (770) 606-2382 • TTD (770) 387-5034
40 Allatoona Dam Road • Cartersville, GA 30120-3101
www.bartowcountyga.gov

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 21. SOLID WASTE, ARTICLE II. MUNICIPAL COLLECTION AND DISPOSAL SERVICE. SEC 21-26. GARBAGE CONTAINERS GENERALLY, SEC. 21-34. BILLING. SUBSECTIONS (a) AND (e) AND SEC. 21-35 COMMERCIAL AND MULTI-DWELLING UNITS (HAVING MORE THAN SIX UNITS) COLLECTION CHARGES are hereby deleted in their entirety and replaced as follows:

1.

Sec. 21-26 Garbage containers generally.

- (a) The following practices and procedures shall be followed in order to facilitate the collection of garbage:
 - (1) Containers purchased by the resident prior to July 1, 2022, will remain the property of the resident.
 - (2) Every new customer after July 1, 2022, shall be provided one standardized container; unauthorized containers will not be serviced. Additional containers may be obtained from the city for an additional fee. The containers are not to be used for any other purpose.
 - (3) Each city issued container has an imprinted serial number that is assigned to a specific address (not resident). If the resident moves, the container must remain at the assigned address.
 - (4) The customer is responsible for keeping their assigned container secure and in good condition. If the container is stolen or vandalized, the customer must provide a valid police report before the container will be replaced. If a container must be replaced due to negligence, the customer shall be required to pay for a replacement container.
- (b) Special exceptions to the requirements of subsection (a) may be made:
 - (1) For the physically handicapped and elderly individuals on a case-by-case basis. They shall use standardized containers, and they will be assessed the normal collection rate for the back door service provided.
 - (2) Those desiring backyard pickup shall use city standardized containers and shall be charged a fee of twenty-four dollars (\$24.00*) per month for this service if approved by the public works director.
 - (3) If a multifamily dwelling complex has between six (6) to thirty (30) units, the public works director may authorize at his sole discretion, the use of standardized wheel carts in said complex, provided that there is adequate access to and within said complex.

- (c) Every individual who has opted out of using the city's garbage service as of August 27, 1998, may continue to do so. However, in the event said individual desires to use the city's solid waste collection services at a later date, they may do so, but upon exercising that right, said individual forfeits the right to opt out forevermore.

2.

Sec. 21-34. Billing

- (a) (a) Each residential household will be billed a monthly charge of twenty-two dollars **(\$22.00*)** minimum for garbage collection; said fee includes the cost of collection, curbside recycling, and recycling yard waste. A Landfill Fee will be included in all bills based on the estimated landfill tipping fees per curbie per month. This fee may be adjusted to cover the increase in landfill disposal costs.

The monthly fee shall be twenty dollars **(\$20.00*)** for a residential household with a homestead exemption for elderly if the proper form has been filed. Furthermore, there shall be an additional fee of eleven dollars and fifty cents **(\$11.50*)** per month per additional cart per residence. A chart listing out the residential and senior monthly rates is also listed below:

Residential Monthly Rates

1 Curbie	\$22.00*
2 Curbies	32.50*
3 Curbies	43.00*

Senior Residential Monthly Rates – (Homestead Exemption for Elderly)

1 Curbie	\$20.00*
2 Curbies	\$30.50*
3 Curbies	\$41.00*

*These fees do not include the Landfill Fee based on the estimated tipping fee that is charged by the landfill that is being utilized at the time of service.

- (b) Said fee may be adjusted automatically by the department to cover the increase in landfill disposal costs.
- (c) All bills for garbage service shall be sent to customers on the billing date for utilities. These bills are due and payable at the city clerk's office on the specified date on the bills. After that date, service may be ceased until all amounts due are paid.
- (d) A penalty of ten (10) percent shall be added to all bills for garbage service where bills are not paid on the due date as specified on the bill. If a customer is in arrears for a previous month or months, payment shall first be applied to previous bills.
- (e) A fee of fifteen dollars **(\$15.00)** per sticker shall be charged to the customers and stickers may only be purchased in person at city hall or by mail order from the city clerk's office for

the collection of the waste material referred to in section 21-33(f) of this chapter. Two (2) stickers (thirty dollars (\$30.00)) are required for all appliances with refrigerant.

3.

Sec. 21-35. Commercial and multi-dwelling units (having more than six units) collection charges.

(a) Multi-dwelling units having more than six (6) units will be required to have a container and will be charged the following rates:

Container Size	Dumps Per Week	Monthly Rate
2 Yard	1	\$108.00
	2	\$151.00
	3	\$183.00
4 Yard	1	\$134.00
	2	\$210.00
	3	\$265.00
	4	\$336.00
	5	\$407.00
	6	\$531.00
6 Yard	1	\$161.00
	2	\$254.00
	3	\$316.00
	4	\$388.00
	5	\$460.00
	6	\$638.00
8 Yard	1	\$192.00
	2	\$297.00
	3	\$386.00
	4	\$475.00
	5	\$565.00
	6	\$719.00

Extra dumps for dumpsters/containers \$150.00

(b) The collection charges for commercial curbies are as follows:

Commercial Curbies	Once Per Week Pickup	Twice Per Week Pickup
1 Curbie	\$34.00*	\$52.00*
2 Curbies	\$41.00*	\$64.50*
3 Curbies	\$48.00*	\$75.50*
4 Curbies	\$54.00*	\$85.50*
5 Curbies	\$62.00*	\$97.00*

- (c) Said fee may be adjusted automatically by the department to cover the increase in landfill disposal costs.
- (d) All bills for garbage service shall be sent to customers on the billing date for utilities. These bills are due and payable at the city clerk’s office on the specified date on the bills. After that date, service may be ceased until all amounts due are paid.
- (e) A penalty of ten (10) percent shall be added to all bills for garbage service where bills are not paid on the due date as specified on the bill. If a customer is in arrears for a previous month or months, payment shall first be applied to previous bills.

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 to accomplish such intention and any ordinance or part thereof not amended shall remain in effect and be unchanged.

5.

This rate increase will be effective as of May 1, 2023.

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:	April 4, 2024
SUBCATEGORY:	Contracts/Agreements
DEPARTMENT NAME:	Public Works
AGENDA ITEM TITLE:	Public Works Warehouse Restroom Remodel
DEPARTMENT SUMMARY RECOMMENDATION:	<p>The Public Works Warehouse has restrooms in need of an upgrade. Three quotes were received from local contractors which ranged from \$35,500.00 to \$55,000.00.</p> <p>We recommend approval of the lowest proposal received from Randy Cochran of Cochran’s Construction to complete this remodel by June 30, 2024, at a not-to-exceed cost of \$35,500.00.</p> <p>This is not a budgeted request but will be paid out of the 2024 General Fund.</p>
LEGAL:	N/A

Cochran's Construction
Randy Cochran
38 Pine Grove Road
Cartersville, GA 30120
Phone: 770-655-8132

Date: 3-22-24

To: City of Cartersville
Public Work
330 South Erwin St

Description:

to complete all work outlined
on attached using plastic laminate
toilet partitions. Better quality option
would be solid phenolic partition with an
added cost of 2400⁰⁰ this includes new
toilet in women's bathroom.

Randy Cochran

Total 35,500⁰⁰

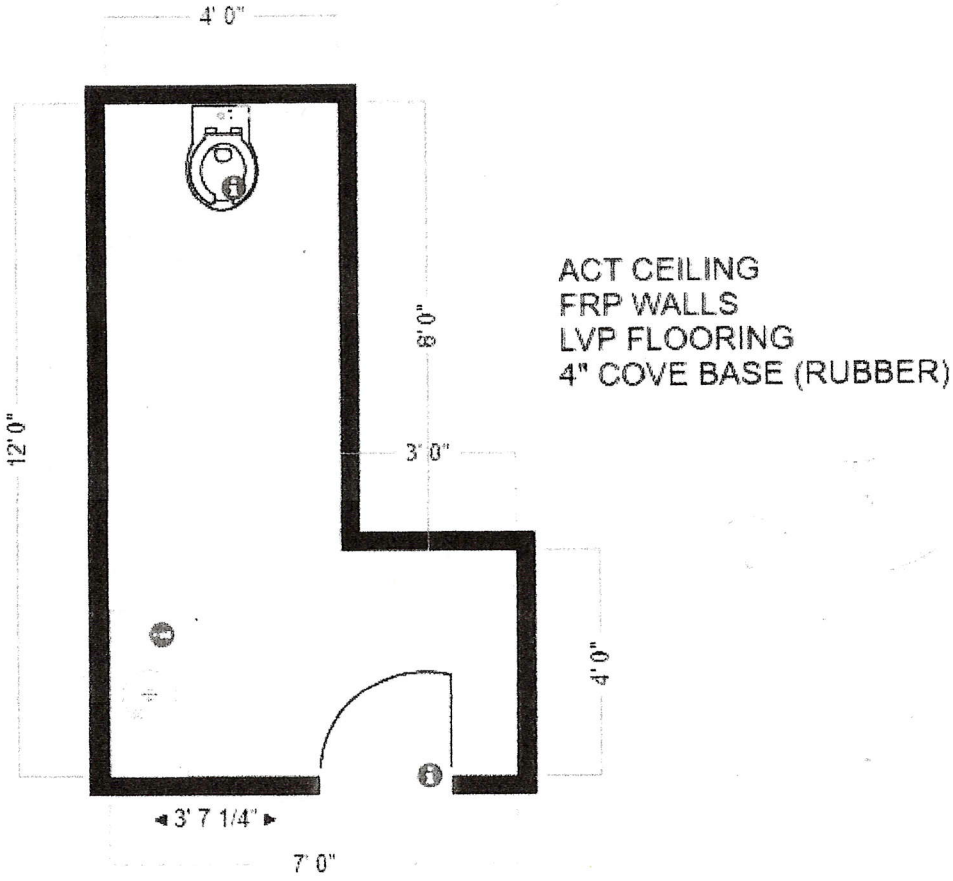
For solid phenolic toilet
partitions add 2400⁰⁰

37,900

DESCRIPTION	AMOUNT
<p>Public Works Bathroom Remodel</p> <p>Women's Bathroom Demo existing restroom to included walls, ceiling, plumbing fixtures and electrical. Install electrical outlet on vanity area, install two 2' x 4' LED lights Move plumbing into wall framework as needed Install sheetrock on walls Install FRP over sheetrock Install acoustical ceiling white lay in tile Install 36" x 18" vanity white solid surface top Install LVP flooring and rubber cove base Install new metal 3/0 x 6/8 door Paint door and door frame</p> <p>Men's Bathroom Demo entire restroom include walls, ceiling, flooring, plumbing fixtures and electrical. Install electrical outlet on vanity area, install 4 LED 2x4 lights Install 1 toilets, 2 urinal Install 1 ADA toilet and a 48" ADA sink Move plumbing as needed Install sheetrock on walls Install FRP to walls Install acoustical ceiling with lay in tile Install new metal 3/0 x 6/8 door Move existing door, reframe opening, repair wall outside restrooms Paint door, door frame and wall outside restroom</p>	

DESCRIPTION	AMOUNT
<p>install LVP flooring and rubber cove base Install ADA partitions on toilet and 3 privacy panels on urinals Install grab bars, toilet paper holder, towel dispenser, soap dispenser.</p> <p>Note: please see attached drawing for reference</p>	
<p style="text-align: right;">Estimate total:</p>	

WOMEN'S BATHROOM





CITY COUNCIL ITEM SUMMARY

MEETING DATE:	April 4, 2024
SUBCATEGORY:	First Reading of Ordinances
DEPARTMENT NAME:	Water
AGENDA ITEM TITLE:	Water Department Ordinance Updates
DEPARTMENT SUMMARY RECOMMENDATION:	<p>The following ordinance updates related to the Water Department, summarized below are submitted for your approval:</p> <p>Section 24-25 Residential Toilet Rebate Program – Changes effective date of rebate, increases rebate amount to \$75.00, and reduces flush rate of ultra-high efficiency toilets to 1.1 gallons per flush.</p> <p>Chapter 24 Article XV Drought Management and Response – Codifies the City’s drought response to match the State EPD’s Drought Management and Response Rules.</p> <p>Section 24-8 Water Ban – This section will be listed as “Reserved” as new language in Chapter 24 Article XV will replace this.</p> <p>Section 24-145 Wastewater Treatment Rates – Adds language allowing a surcharge to be applied to high concentrations of Ammonia and Total Phosphorus in permitted industrial wastewater discharges.</p> <p>Section 24-44 Charges – Updates surcharge rates for BOD, COD, and TSS and adds surcharge rates for Ammonia (NH3) and Total Phosphorus (TP).</p> <p>These ordinance updates are recommended for your approval.</p>
LEGAL:	Reviewed and approved by City Attorney

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 24. UTILITIES. ARTICLE II. RATES, CHARGES, BILLING AND COLLECTION PROCEDURE. SEC. 24-25. RESIDENTIAL TOILET REBATE PROGRAM** is hereby amended by deleting said section in its entirety and replacing it as follows:

1.

Sec. 24-25. Residential Toilet Rebate Program

The City of Cartersville is offering a toilet rebate based on the following requirements:

(a) *Customer eligibility.*

- (1) Must be a customer of the Cartersville Water Department with sewer service.
- (2) Own or rent a single-family residential home built in 1993 or earlier (this will be verified).
- (3) Purchase an approved toilet after January 1, 2024, to replace an older toilet using greater than 3.5 gallons per flush (gpf).
- (4) Agree to an installation verification visit to ensure your efficient toilets have been installed.
- (5) Agree to complete a program participation survey prior to receiving your rebate.

(b) *Who is not eligible.*

- (1) Customers who have already received a rebate from participating water system.
- (2) Customers who own or rent a single-family home built after 1993.
- (3) Customers who purchased a toilet prior to January 1, 2024.
- (4) Customers who currently have a 1.1 gallons per flush (gpf) or less toilet.
- (5) Customers living in a multifamily residence or nonresidential customers.

(c) *Rebate information.*

- (1) Purchase a toilet that uses 1.1 gpf or less for a seventy-five dollar (\$75.00) rebate. A recommended list of toilets is available at the City of Cartersville Water Department. These toilets received a score of at least three hundred fifty (350) grams per flush on the maximum performance test.
- (2) No one hundred-dollar (\$100.00) rebates are provided.

- (3) The rebate is only applicable to toilets purchased after January 1, 2024, and is limited to one (1) such rebate per household. Approved applicants will receive a confirmation letter within thirty (30) days and their rebate within two (2) billing cycles after their application is approved.

(d) *Application instructions.*

- (1) Download the application:

<https://northgeorgiawater.org/residents-schools-businesses/conserve-our-water/water-conservation-rebate-programs/single-family-home-toilet-rebate-application/>

To access the application and the seventy-five dollar (\$75.00) approved toilet list go to *www.cityofcartersville.org* or call (770) 387-5657 to request a copy be mailed to you. Please note the City of Cartersville Water Department is only accepting applications for the seventy-five dollar (\$75.00) rebate approved toilet list.

- (2) Mail the completed signed application, original receipt for the new toilet purchased, and a copy of your most recent water bill to:

Cartersville Water Department
Toilet Rebate Program
P.O. Box 1390
Cartersville, GA 30120

- (3) An applicant should receive a letter in the mail within thirty (30) days confirming their application was received and their rebate is being processed, along with a program participation survey.
- (4) An applicant should on average receive their rebate within two (2) billing cycles after the city receives their program participation survey.

2.

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

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 24. UTILITIES.** is hereby amended by a new **ARTICLE XV – DROUGHT MANAGEMENT AND RESPONSE** as follows:

1.

Article XV. Drought Management and Response.

Sec. 24-475. - Purpose and Intent.

- (a) *Purpose.* The purpose of this Article is to protect the public health, safety, environment, and general welfare by adopting and enforcing water use restrictions that ensure adequate supplies of water for customers of the public water system and avoid or relieve any local water shortages during declared periods of drought.
- (b) *Intent.* It is the policy of the City of Cartersville to comply with the laws and regulations imposed by the State of Georgia and any local variances restricting water use, particularly during times of declared drought. The water use restrictions and exceptions in this Article are consistent with the EPD Drought Rule. Codifying these water use restrictions and exceptions is required by O.C.G.A. §12-5-7(a.1)(3) and is necessary to consistently, fairly, and lawfully enforce water use restrictions at the local level as part of the public water system’s drought response efforts.
- (c) *Delegation to City of Cartersville Water and Sewer Superintendent.* The Mayor and City Council of the City of Cartersville hereby delegates to City of Cartersville Water and Sewer Superintendent the authority and responsibility under this Article for the implementation of drought response efforts, for seeking local variances for additional or fewer drought restrictions as needed, and for the enforcement of water use restrictions.

Sec. 24-476. - Authority. The **City of Cartersville** has the authority to adopt this ordinance pursuant to applicable home rule provisions of Article 9, Section 2 of the Constitution of the State of Georgia and Title 36 of the Official Code of Georgia Annotated, Section 7 of Chapter 5 of Title 12 of the Official Code of Georgia Annotated, the EPD Drought Rule, and Sec. 1.03 of the **City of Cartersville’s** Charter.

Sec. 24-477. - Applicability.

- (a) *Applicable to Customers.* The water use restrictions in this Article apply to all retail customers of the public water system. This application is based on the public water system’s water service area and, therefore, applies regardless of whether a given retail customer is located within or outside of the **City of Cartersville’s** general **city limits**.
- (b) *Condition of Water Service.* As a condition of receiving continued water service from the public water system, customers agree to familiarize themselves with and comply by the water use restrictions for the applicable declared drought response level.
- (c) *Customer Responsibility for Third-Party Usage.* The customer is responsible for ensuring third-party water usage from their account complies with the restrictions in this Article, and all notices of violation and administrative fines resulting from violations of water use restrictions by third parties with water from the customer’s account will be the responsibility of the customer. This applies whether such third-party is a tenant, property management company, landscaping contractor, lawncare company, employee, independent contractor, or any other person or legal entity that customer allows to use water from its account.

Sec. 24-478. - Definitions.

“affected drought area” means any area subject to a drought declaration made by the EPD Director in accordance with EPD Drought Rule.

“customer” means any person or legal entity that has established an account with, and makes retail water purchases from, the public water system.

“declared drought response level” means the applicable drought response level 1, 2, 3, or 3 plus as declared by the EPD director or pursuant to a local variance, if any.

“drip irrigation” means the use of an irrigation system manufactured and sold specifically for delivering water through small flexible pipes and emitters slowly and directly to the soil around the base of individual plants in a manner that minimizes evaporative losses, pooling, runoff and wetting of plant foliage. This type of system may be part of a larger automated irrigation system or may operate as a stand-alone system connected to a typical outdoor faucet.

“drought contingency plan” means the **City of Cartersville** plan submitted to, and approved by EPD, as part of the City of Cartersville’s most recent new or modified water withdrawal permit. As required by Ga. Comp. R. & Regs. Ch. 391-3-6-.07(4)(b)(9), such plan includes drought condition indicators, potable

water use priorities, surface water low flow protections, and water storage availability analyses (if applicable).

“EPD” means the Environmental Protection Division of the Georgia Department of Natural Resources.

“EPD Director” means the director, or his/her designee, of the EPD.

“EPD Drought Rule” Georgia Department of Natural Resources Rules for Drought Management, Ga. Comp. R. & Regs. Ch. 391-3-30.

“even-numbered address” means an address number ending with the number 0, 2, 4, 6, 8, or no address number.

“Golf Irrigation Prediction and Estimation Worksheet” is an Excel spreadsheet tool that EPD has developed for drought response that a mathematical calculation that takes into account local evapotranspiration, distribution uniformity of irrigation, efficiency of the water application, crop coefficients, and local average rainfall to determine the annual irrigation needed to maintain healthy turf grass.

“landscape” means ground cover, trees, shrubs, or other plants such as grasses.

“odd-numbered address” means an address number ending with the number 1, 3, 5, 7, or 9.

“ornamental purposes” refers to when water is used outdoors for the purpose of adding beauty, aesthetic appeal, visual, or auditory appeal. Water used for ornamental purposes does not include fountains that must be operated to sustain aquatic animals or splash pads and other outdoor water features used primarily for recreation.

“pool covers” means a solid track, foam, or bubble cover which can be placed over the water area of a swimming pool and is intended for use during the open swim season. Pool covers may be automatically, semi-automatically, or manually controlled, and pool covers may, but are not required to be, safety pool covers. Pool covers do not include solar rings, liquid barriers, or chemical barriers.

“public water system” means the system owned and operated by **City of Cartersville** for the provision to the public of piped water for human consumption among other purposes.

City of Cartersville Water and Sewer Superintendent means the **City of Cartersville** staff member who is responsible for the management and direction of the public water system.

“soaker hose” means a hose that is connected to a typical outdoor faucet and that is manufactured and sold specifically for delivering water slowly and directly to the soil around the base of individual plants by allowing water to seep from it in a manner that minimizes evaporative losses, pooling, runoff and wetting of plant foliage.

Sec. 24-479. - Non-drought restrictions on watering hours and water waste.

(a) *Year-round restrictions on watering hours.* Subject to further limitations under any applicable declared drought response levels, customers may irrigate outdoor ground cover, trees, shrubs, or other plants such as grasses only before 10 a.m. and after 4 p.m. subject to the following exceptions:

- i. Agricultural operations as defined in O.C.G.A. § 1-3-3,
- ii. Capture and reuse of cooling system condensate or storm water in compliance with applicable local ordinances and state guidelines,
- iii. Reuse of gray water in compliance with O.C.G.A. § 31-3-5.2 and applicable local board of health regulations adopted pursuant thereto,
- iv. Use of reclaimed wastewater by a designated user from a system permitted by the Environmental Protection Division of the department to provide reclaimed wastewater,
- v. Irrigation of personal food gardens,
- vi. Irrigation of new and replanted plant, seed, or turf in landscapes, golf courses, or sports turf fields during installation and for a period of 30 days immediately following the date of installation,
- vii. Drip irrigation or irrigation using soaker hoses,
- viii. Hand watering with a hose with automatic cutoff or handheld container,
- ix. Use of water withdrawn from private water wells or surface water by an owner or operator of property if such well or surface water is on said property,
- x. Irrigation of horticultural crops held for sale, resale, or installation,
- xi. Irrigation of athletic fields, golf courses, or public turf grass recreational areas,
- xii. Installation, maintenance, or calibration of irrigation systems, and
- xiii. Hydroseeding.

(b) *Restriction on Water Wasting Activities.* The following are prohibited everyday and all the time under non-drought and all declared drought response levels as water wasting activities:

- i. Operating a landscape irrigation system under the following conditions:
 - 1. with visible leaks,
 - 2. with broken or missing sprinkler heads,
 - 3. during the rain or shortly thereafter when the landscape is visibly wet, or

- 4. in a manner that results in pooling or flowing water on hard surfaces such as streets, gutters, sidewalks, and driveways.
- ii. Failing to install correctly, maintain, or use the legally required rain-sensor shutoff for a landscape irrigation system,
- iii. Failing to repair a water service line, customer-side connection to the water meter, outdoor water spigot, or yard hydrant with a visible leak within 30 days after being notified by the public water system,
- iv. Using a water hose without a water shut-off nozzle,
- v. Operating water features as fountains, reflecting pools, and waterfalls, when water is regularly misting, splashing, or otherwise escaping outside the areas designed to be part of such water feature, and
- vi. Failing to offer and explain to hotel and motel guests the option of using their towels and linens for more than one day during multi-day stays.

Sec. 24-480. - Declared Drought Response Levels by the EPD Director and through Local Variances.

(a) *Compliance with Water Use Restrictions.* The public water system and its customers shall comply with the water use restrictions imposed based on the declared response level by the EPD Director or by local variance. A variance is required before the public water system may impose additional or fewer water use restrictions at a local level.

(b) *Drought Response Levels Declared by the EPD Director.* The EPD Director may declare drought response levels for affected drought area(s) based upon the severity of drought conditions and their impacts on water supplies and the factors established in the EPD Drought Rule. If the public water system is in an affected drought with a declared drought response level, the public water system shall implement the water use restrictions for the declared drought response level in this Article.

(c) *Local Variance for Additional Restrictions.*

- i. If the **City of Cartersville Water and Sewer Superintendent** determines based on the drought condition indicators that additional water use restrictions are needed to avoid or relieve a local water shortage, then the **City of Cartersville Water and Sewer Superintendent** may submit a variance request to the EPD director to impose additional restrictions. The local drought condition indicators are set forth in the **City of Cartersville's** drought contingency plan.
- ii. For variance requests for drought response level 3 plus, the **City of Cartersville Water and Sewer Superintendent** must first submit the proposed water use restrictions to the public water system's governing body for consideration and approval.

- iii. The request shall include the information required under the EPD Drought Rule including but not limited to a statement of which drought response (level 1, level 2, level 3, or level 3 plus) the public water system seeks to declare, the duration of those restrictions, and a description of why such restrictions are necessary.
 - iv. Such variance shall be effective and become the declared drought response level for the public water system upon approval by the EPD director.
- (d) *Emergency Restrictions.* In the case of an emergency which immediately threatens the public health, safety, or welfare as determined by the **City of Cartersville Water and Sewer Superintendent**, the **City of Cartersville Water and Sewer Superintendent** may impose additional emergency restrictions on water use; provided, however, that such emergency restrictions shall be valid for a period not to exceed seven days unless a variance request is submitted and approved in accordance with Sec. 24-480(c) of this Article. Emergency water use restrictions shall be consistent with the water use priorities in the **City of Cartersville’s** drought contingency plan.
- (e) *Local Variance for Fewer Restrictions.* If the **City of Cartersville Water and Sewer Superintendent** determines based on drought condition indicators that the water use restrictions under the declared drought response level are not needed to avoid or relieve a local water shortage, then the **City of Cartersville Water and Sewer Superintendent** may submit a variance request to the EPD director to impose fewer restrictions. The local drought condition indicators are set forth in the **City of Cartersville’s** drought contingency plan. The request shall include the information required under the EPD Drought Rule including but not limited to a statement of which drought response level (non-drought, level 1, or level 2) the public water system seeks to apply, the duration of the less stringent restrictions, and a description of why the restrictions described in the Rule are not needed. Such variance shall be effective upon approval by the EPD director.

Sec. 24-481. - Drought Response Level 1. During a declared drought response level 1, the public water system will implement a public information campaign that will include, at a minimum, public notice regarding drought conditions and drought specific public-service messages. The restrictions on water wasting activities and the watering hours and exceptions in Sec. 24-479 of this Article continue to apply, but there are otherwise no additional water use restrictions under a declared drought response level 1.

Sec. 24-482. - Drought Response Level 2. During a declared drought response level 2, the following restrictions apply:

- (a) *Outdoor Irrigation Limited to Two Days Per Week.* Customers may irrigate outdoor ground cover, trees, shrubs, or other plants such as grasses only two

days a week on an odd-even schedule. Customers with even numbered addresses may irrigate on Wednesday and Saturday and customers with odd numbered addresses may irrigate on Thursday and Sunday. The restrictions on watering before 10:00 am and after 4:00 pm and the exceptions in Sec. 24-479 of this Article continue to apply.

(b) *Restrictions on other Outdoor Water Uses.* The following outdoor water uses are not allowed:

- i. Washing hard surfaces such as streets, gutters, sidewalks, and driveways, except when necessary for public health and safety,
- ii. Using water outdoors for ornamental purposes, such as fountains, reflecting pools, and waterfalls,
- iii. Use of fire hydrants, except for the purposes of firefighting, public health, safety, or flushing,
- iv. Non-commercial washing of vehicles, such as cars, boats, trailers, motorbikes, airplanes, or golf carts,
- v. Non-commercial washing, or pressure washing, of buildings or structures, except for immediate fire protection, and
- vi. Charity, or non-commercial fund-raiser, car washes.

(c) *Drought Response Strategies.* The public water system shall select and implement four or more of the drought response strategies listed in the EPD drought rule. Most of the drought response strategies involve internal operational actions by the public water system and, therefore, do not involve restrictions on customers that must be set forth in this ordinance. However, the following drought response strategies are included in this ordinance because they impose additional water use restrictions on customers. The public water system shall post on their website and make known by public notice if they select any of the following water use restrictions:

- i. Restaurant shall serve glasses of water only upon request by their patrons and shall provide drought education materials from their public water system to patrons either on tabletop placards or in another location highly visible to patrons.
- ii. Customers responsible for private and public pools must place pool covers over the water area of their swimming pools when not in use whether day or night during the open swim season; and
- iii. Customers, including but not limited to local governments, shall suspend their street cleaning programs that use water.

Sec. 24-483. - Drought Response Level 3. During a declared drought response level 3, the following restrictions apply:

- (a) *Outdoor Irrigation Ban.* Customers shall not irrigate outdoor ground cover, trees, shrubs, or other plants such as grasses subject to the exceptions in Sec. 24-479 of this Article modified as follows:
 - i. Irrigation of personal food gardens and hand watering with an automatic cutoff or handheld container may be conducted only before 10:00 a.m. and after 4:00 p.m.,
 - ii. Irrigation of athletic fields or public turf grass recreational areas may be conducted only before 10:00 a.m. and after 4:00 p.m. and subject to the two days a week odd-even schedule described in drought response level 2,
 - iii. Irrigation of golf courses shall be conducted in accordance with the "Golf Irrigation Prediction and Estimation Worksheet" and only before 10:00 am and after 4:00 p.m., provided, however, irrigation of golf course greens may occur at any time of day,
 - iv. Installation, maintenance, or calibration of irrigation systems is allowed provided it is done by professional landscapers or golf course superintendents, and
 - v. Reclaimed wastewater shall not be used for irrigating outdoor ground cover, trees, shrubs, or other plants such as grasses subject only to the exceptions in Sec. 24-479 of this Article as modified in (i) through (iv) above.

- (b) *Restrictions on other Outdoor Water Uses.* The restrictions in Sec. 24-482 of this Article continue to apply.

- (c) *Drought Response Strategies.* The public water system shall implement all ten of the drought response strategies listed in the EPD drought rule, including strategies involving operational changes and those water use restrictions on customers in Sec. 24-482(c) of this Article.

Sec. 24-484. - Drought Response Level 3 Plus.

- (a) *Creating Additional Water Use Restrictions.* Under a declared drought response level 3 plus, public water systems may create and implement water use restrictions in addition to those set forth in the EPD drought rule. Additional water use restrictions should be based on an evaluation of areas where the greatest water savings potential exists among and within its customer classes.

- (b) *Water Use Priorities.* Unless modified based on local conditions in the public water system's local drought contingency plan, the following order of potable

water use priorities provided in EPD rule 391-3-6-.07(9)(ii)(I) should be followed:

- i. Emergency facilities for essential life support measures;
- ii. Domestic and personal uses, including drinking, cooking, washing, sanitary and health related;
- iii. Farm uses;
- iv. Industrial uses;
- v. Other uses such as lawn sprinkling, non-commercial car washing, garden watering, etc.; and
- vi. Outdoor recreational uses.

(c) *Approvals and Notice of Additional Water Use Restrictions.* The **City of Cartersville Water and Sewer Superintendent** is responsible for creating and then seeking approval from the local governing board and from EPD for a variance to impose any necessary, additional water uses restrictions. Upon local and EPD approval, the public water system shall post the additional water use restrictions on their website and make them known by public notice, and then such additional water use restrictions may be implemented and enforced as water use restrictions under this Article.

Sec. 24-485. - Signage, Notice and Registration Required to Claim Exceptions for New and Replanted Landscapes and Reuse, Reclaimed, and Privately Sourced Water.

- (a) *New and Replanted Landscapes.* To claim the exception from restrictions under this Article on outdoor irrigation for new or replanted landscapes being irrigated within 30 days following installation, the customer shall post one or more signs that list the date of planting and the date the 30-day period ends. The customer shall send notice on or before the date of planting to the public water system to claim the exception.
- (b) *Reuse, Reclaimed, and Privately Sourced Water.* To claim the exceptions from restrictions under this Article on outdoor landscape irrigation using reuse, reclaimed, and privately sourced water, the customer shall post one or more signs that state as applicable: “This landscape is irrigated with [reuse water / reclaimed water / private well / private surface waters]”. The customer shall register their alternative water source with the public water system to claim the exception. The registration shall be made using the paper or electronic forms provided by the public water system and include the customer number, customer address, brief description of the alternative source, its intended use and estimated volumes, and a picture of the required signage.
- (c) *Signage Requirements.* Each sign required under this section shall be at least 24-inches wide and 18-inches tall and shall be visible and readable from all rights-of-way from which outdoor landscape irrigation is visible to passersby.

If such irrigation is visible from two or more right-of-ways, then one sign shall be placed along each right-of-way.

- (d) *Grace Period.* Customers shall have 30-day grace period from the date of the declared drought response level imposing the outdoor water use restrictions to post the required signage, provide notice, and register with the public water system. This 30-day grace period applies regardless of whether a customer is given individual notice of the applicable water use restrictions.

Sec. 24-486. - Professional Exemptions; Applications Required for Essential Business Use Exception.

- (a) *Professional Exemptions.* The following commercial outdoor water uses are exempt from the outdoor water use restrictions of this Article:

- i. Pressure washing;
- ii. Permanent car wash facility, provided that it is connected to a sanitary sewer system of a political subdivision or local government authority or recycles used wash water;
- iii. Water use at construction sites;
- iv. Watering-in of pesticides and herbicides on turf grasses; and
- v. Other water using activities essential to daily business as established pursuant to Sec. 24-486(b) of this Article.

- (b) *Required Application for Professional Exemptions.* To claim the exemption in Sec. 24-486(a)(v) of this Article for water use activities essential to daily business, a customer must first apply in writing to the public water system with information and supporting materials showing why an otherwise restricted outdoor water use is essential to daily business. The public water system shall approve such outdoor water use as essential if there are no reasonable alternatives and the customer could not operate without such water use. Otherwise, the public water system shall deny the application. The public water system shall make its determination within 14 days of receiving each application.

- (c) *Grace Period.* Customers shall have 30-day grace period from the date of the declared drought response level imposing the outdoor water use restrictions to submit the required application to the public water system. This 30-day grace period applies regardless of whether a customer is given individual notice of the applicable water use restrictions.

- (d) *Dispute.* Following a denial of its application, a customer may dispute the determination through the same process used for disputing administrative fines set forth in Sec. 24-487(e) of this Article.

- (e) *Water Use While Application or Dispute Resolution Pending.* The customer may use water as if its application will be approved while waiting for a decision on their application and during any dispute resolution process. If the application is denied and following the resolution of any dispute, if initiated, the customer must cease the water use in question within 14 days.

Sec. 24-487. - Enforcement and Administrative Fines.

- (a) *Enforcement Authority.* The public water system is the enforcement authority for this Article. **The City of Cartersville City Manager** may also authorize other **City of Cartersville** departments as may be deemed necessary to support enforcement. The City of Cartersville Code Enforcement Officers are authorized to issue citations for violations of this Ordinance.
- (b) *Warning and Administrative Fines for Violations.*
 - i. Customers that violate the water use restrictions in this Article shall be subject to the following schedule of administrative penalties:
 - a. First Violation – Written warning,
 - b. Second Violation – An administrative fine of \$125,
 - c. Third Violation – An administrative fine of \$250, and
 - d. Fourth Violation – An administrative fine of \$500.
 - e. Fifth Violation – An administrative fine of \$1,000.
 - f. Sixth and Subsequent Violations – An administrative fine of \$1,000 and water shut-off.
 - ii. Violations shall be counted from the first violation after the first drought response level is declared and shall not reset until such time as there is no longer any declared drought response level for the public water system and the non-drought conditions in Sec. 24-279 of this Article once again apply. After and except for the first violation, one violation may be issued per day of noncompliance with the applicable water use restrictions.
- (c) *Notices of Violation.* Notices of violation for the first and all subsequent violations of the water use restrictions in this Article shall be posted at the property where the violation occurred and sent by first class mail to the customer. These notices shall be in writing, include the address of where the violation occurred, the restriction which has been violated, and the consequences of subsequent violations.
- (d) *Payment of Administrative Fine.* All administrative penalties shall become a part of the customer's regular bill for service. Failure to remit payment of the regular bill plus the administrative fine shall be subject to the public water

system’s rules, procedures, and penalties for nonpayment, including water shut-off.

- (e) *Disputing Administrative Penalties.* Customers desiring to dispute an administrative fine must file a written request for the **City of Cartersville Water and Sewer Superintendent** to reconsider the administrative fine along with full payment of the fine amount plus a \$25 processing fee within 14 days of the notice of violation. The **City of Cartersville Water and Sewer Superintendent** will convene an administrative hearing on the matter where the customer will have the opportunity to show cause as to why an administrative fine under this Article should not be assessed. The **City of Cartersville Water and Sewer Superintendent** shall establish reasonable procedures for conducting such hearings and appointing members to decide customer disputes. Until such time as these procedures are established and members of general public are appointed, Customers disputes shall instead be referred to the local City of Cartersville Municipal Court. If the customer’s appeal is successful, the payment of the fine and processing fee shall be returned to the customer.

Sec. 24-488. – 499. – Reserved.

2.

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

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 24. UTILITIES. ARTICLE I. IN GENERAL. SEC. 24-8. WATER BAN** is hereby amended by deleting said section in its entirety and replacing it as follows:

1.

Sec. 24-8. Reserved.

2.

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

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 24. UTILITIES. ARTICLE V. - SEWER USE, PRETREATMENT AND SEWAGE DISPOSAL. DIVISION 14. - WASTEWATER TREATMENT RATES. SEC. 24-145. - GENERALLY.** is hereby amended by deleting (h) only in its entirety and replacing it as follows:

1.

Sec. 24-145. Generally.

- (h) Wastewater discharges between three hundred (300) mg/L and eight hundred fifty (850) mg/L of BOD will be assessed a surcharge. Enforcement shall be initiated for BOD discharges exceeding eight hundred fifty (850) mg/L. Wastewater discharges between three hundred (300) mg/L and one thousand five hundred (1,500) mg/L of TSS will be assessed a surcharge. Enforcement shall be initiated for TSS discharges exceeding one thousand five hundred (1,500) mg/L. The purpose of the surcharge is to encourage treatment of wastes rather than relying on the POTW to handle excess BOD and/or TSS, and to require industries generating high strength waste to bear the cost. Wastewater discharges greater than 17 mg/L of Ammonia (**NH₃**) will be assessed a surcharge. Wastewater discharges greater than 7 mg/L of Total Phosphorus (**TP**) will be assessed a surcharge.
- (1) For samples with a difficult BOD to measure accurately, chemical oxygen demand (COD) may be substituted for BOD analysis. Wastewater discharges between seven hundred fifty (750) and two thousand five hundred (2,500) mg/L of COD will be assessed a surcharge. Enforcement shall be initiated for discharges exceeding two thousand five hundred (2,500) mg/L.

2.

All other existing provisions of Section 24-145 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

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 24. UTILITIES. ARTICLE III. EXTENSIONS. 24-44. CHARGES** is hereby amended by deleting said section in its entirety and replacing it as follows:

1.

Sec. 24-44. Charges.

- (a) A permit from the city shall be obtained before a sewer tap is made, and such permit shall indicate that the prescribed fee has been made.
- (b) Any unauthorized person making a tap shall be punished upon conviction of an offense.
- (c) Nothing in this section shall prevent the installation of sewer lines by assessments of abutting property that have been duly petitioned, advertised and approved by the council and in the same manner as assessments are made for paving streets.
- (d) Cut-on and cut-off service charges for water and gas utilities inside and outside the city shall be fixed by the council. Meters shall be read when service is discontinued and again when the service is cut on. If service is restored for the same customer, any service used during the off period will be billed at twice the applicable rate as a penalty.
- (e) Nonwater customers and those obtaining water from wells using the city sewer system are required to meter well pumpage and shall be charged the regular sewer service fees. The property owners shall pay the cost of the meter and installation by the water department.
- (f) Fees associated with excessive discharges of conventional pollutants (BOD, TSS, COD) may or may not be punitive as deemed by the city.
- (g) Fines for conventional pollutants (BOD, TSS, COD) can be waived, provided no harm occurred to the POTW, at the discretion of the city on a case by case basis.
- (h) Wastewater discharges between three hundred (300) mg/L and eight hundred fifty (850) mg/L of BOD will be assessed a surcharge. Enforcement shall be initiated for BOD discharges exceeding eight hundred fifty (850) mg/L. Wastewater discharges between three hundred (300) mg/L and one thousand five hundred (1,500) mg/L of TSS will be assessed a surcharge. Enforcement shall be initiated for TSS discharges exceeding one thousand five hundred (1,500) mg/L. Wastewater discharges greater than 17 mg/L of Ammonia (**NH₃**) will be assessed a surcharge. Wastewater discharges greater than 7 mg/L of Total Phosphorus (**TP**) will be assessed a surcharge.

(1) BOD

a.	0-300 mg/L	\$0.00/lb
b.	301-850 mg/L	\$0.49/lb
c.	851 mg/L	\$0.49/lb plus enforcement

(2) TSS

a.	0-300 mg/L	\$0.00/lb
b.	301-1500 mg/L	\$0.50/lb
c.	1501 mg/L	\$0.50/lb plus enforcement

(3) COD

a.	0-750 mg/L	\$0.00/lb
b.	751-2500 mg/L	\$0.34/lb
c.	2501 mg/L	\$0.34/lb plus enforcement

(4) NH3

a.	0-17 mg/L	\$0.00/lb
b.	18 mg/L	\$1.51/lb

(5) TP

a.	0-7 mg/L	\$0.00/lb
b.	8 mg/L	\$1.75/lb

2.

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:	April 4, 2024
SUBCATEGORY:	Bid Award/Purchases
DEPARTMENT NAME:	Water
AGENDA ITEM TITLE:	Farm Tractor Rebuild
DEPARTMENT SUMMARY RECOMMENDATION:	<p>The Water Department operates two (2) 1993 John Deere model 4760 farm tractors for the biosolids land application program. The tractor with the most operating hours, approximately 10,000, needs a major overhaul of the engine, hydraulic systems, electronics, body work and cab operating systems.</p> <p>After repeated solicitation of quotes to perform this work, the only responsive quote is from Ag-Pro Companies of Rome, GA for a price of \$32,055.73.</p> <p>I recommend awarding this work to Ag-Pro for a not-to-exceed price of \$37,000.00. This is a budgeted maintenance item to be paid from account 505.3330.52.2360.</p>
LEGAL:	N/A



AG-PRO COMPANIES

867 Cedar Ave. SW
Rome, GA 30161
Phone: (706) 584-7470
Fax: (706) 584-7502



Meeting: April 4, 2024 Item 10.

JOHN DEERE

Ship To: IN STORE PICKUP

Branch		34 - ROME, GA	
Date	Time	Page	
03/01/2024	12:11:57 (O)	1	
Account No.	Phone No.	Est No. 03	
CARTE111	7703875640	000868	
Ship Via	Purchase Order		
008-004528	GOVTEXEMPT		
	Salesperson		
	27M		

Invoice To: CITY OF CARTERSVILLE
P.O. BOX 1390
CARTERSVILLE GA
CARTERSVILLE GA 30120

ESTIMATE EXPIRY DATE: 03/31/2024

SERVICE ESTIMATE - NOT AN INVOICE

***** Segment 01 *****

Stock #: SE034229 NO DESCRIPTION MS #: RW4760P003402
Make: MS Model: 4760
Is to have the following work done

ENGINE BOTTOM END REPAIR

Part#	Description	Qty	Price	Amount
RE524401	KIT	1	437.11	437.11
DZ101880	FILTER KIT	1	19.71	19.71
DZ118156	Filter Kit	1	37.81	37.81
TY26679	+50-15W40*5G	1	137.03	137.03
PLUS-50 II OIL 15W40 CJ4/SN				

MISCELLANEOUS CHARGES:	Description	Price	Amount
	SERVICE ACCESSORIES	200.00	200.00

Parts: 631.66
 Labor: 1400.00
 Miscellaneous: 200.00
 Subtotal: 2231.66

Authorization: _____

***** Segment 02 *****

REBUILD STEERING MOTOR

Part#	Description	Qty	Price	Amount
U10289	O-RING	2	5.76	11.52
R61316	Sleeve	2	42.44	84.88
R31378	O-RING	2	6.20	12.40
R71095	WASHER	2	2.94	5.88
R55408	WEAR RING	2	9.73	19.46

I hereby authorize the above repair work to be done along with the use of necessary materials. You and your employees may operate above machine for purpose of testing, inspection or delivery at my risk. I agree to pay cash on delivery of machine or on terms satisfactory with you and until paid in full an express Mechanic's Lien is acknowledged on above machine to secure the amount of repairs thereto.

It is understood that this company assumes no responsibility for loss or damage by theft or fire to machine placed with them for storage, sale, repair or while field testing.

X

Authorized By



AG-PRO COMPANIES

867 Cedar Ave. SW
Rome, GA 30161
Phone: (706) 584-7470
Fax: (706) 584-7502



Meeting: April 4, 2024 Item 10.

JOHN DEERE

Ship To: IN STORE PICKUP

Branch		34 - ROME, GA	
Date	Time	Page	
03/01/2024	12:11:57 (O)	2	
Account No.	Phone No.	Est No. 03	
CARTE111	7703875640	000868	
Ship Via	Purchase Order		
008-004528	GOVTEXEMPT		
Salesperson			27M

Invoice To: CITY OF CARTERSVILLE
P.O. BOX 1390
CARTERSVILLE GA
CARTERSVILLE GA 30120

ESTIMATE EXPIRY DATE: 03/31/2024

SERVICE ESTIMATE - NOT AN INVOICE

Part#	Description	Qty	Price	Amount
R61471	WEAR RING	4	16.65	66.60
R69481	WASHER	4	7.56	30.24
R69484	O-RING	4	14.77	59.08
R65541	WASHER	4	8.70	34.80
R65542	WASHER	4	7.15	28.60
R81366	Sleeve	2	302.03	604.06
R61468	WASHER	2	5.64	11.28
R61465	SLEEVE	2	336.52	673.04
A5598R	O-RING	4	8.92	35.68
R61474	WASHER	4	2.45	9.80
JD9320	BALL BEARI	1	96.56	96.56
C11884	O-RING	1	7.60	7.60
RE52123	SEAL	1	35.35	35.35
FRT	FREIGHT	1	100.00	100.00

Parts: 1926.83
Labor: 840.00
Subtotal: 2766.83

Authorization: _____

***** Segment 03 *****

INSTALL CAB UPHOLSTERY KIT, SEATS, DASH FLOOR MATS, ETC

Part#	Description	Qty	Price	Amount
RM100094	Display Module	1	1671.48	1671.48
CRRM100094	Display Module	1	200.00	200.00
CRRM100094	Display Module	1	200.00	200.00
JD55L2	LOWER CAB KIT	1	375.48	375.48
JD55P2	POST KIT	1	195.19	195.19
JD55HBSCADS	HEADLINER KIT	1	451.47	451.47
JD55DA2ISO	DASH	1	275.65	275.65
MJD60FFHW	FENDER KIT	1	156.45	156.45

I hereby authorize the above repair work to be done along with the use of necessary materials. You and your employees may operate above machine for purpose of testing, inspection or delivery at my risk. I agree to pay cash on delivery of machine or on terms satisfactory with you and until paid in full an express Mechanic's Lien is acknowledged on above machine to secure the amount of repairs thereto.

It is understood that this company assumes no responsibility for loss or damage by theft or fire to machine placed with them for storage, sale, repair or while field testing.

X

Authorized By



AG-PRO COMPANIES

867 Cedar Ave. SW
Rome, GA 30161
Phone: (706) 584-7470
Fax: (706) 584-7502



Meeting: April 4, 2024 Item 10.

JOHN DEERE

Ship To: IN STORE PICKUP

Branch		34 - ROME, GA	
Date	Time	Page	
03/01/2024	12:11:57 (O)	3	
Account No.	Phone No.	Est No. 03	
CARTE111	7703875640	000868	
Ship Via	Purchase Order		
008-004528	GOVTEXEMPT		
	Salesperson		
	27M		

Invoice To: CITY OF CARTERSVILLE
P.O. BOX 1390
CARTERSVILLE GA
CARTERSVILLE GA 30120

ESTIMATE EXPIRY DATE: 03/31/2024

SERVICE ESTIMATE - NOT AN INVOICE

Part#	Description	Qty	Price	Amount
A-AR71107	SEAT BACK CUSHI	1	200.23	200.23
A-AR82944	CUSHION	1	186.84	186.84
R98135	Mat	1	796.66	796.66
R109026	Label	1	27.55	27.55
R109027	Label	1	27.55	27.55
R97675	LABEL	1	37.04	37.04
R97678	LABEL	1	37.04	37.04
FRT	FREIGHT	1	200.00	200.00

Parts: 5038.63
Labor: 2240.00
Subtotal: 7278.63

Authorization: _____

***** Segment 04 *****

FLUSH A/C SYSTEM, REPLACE DRYER AND CHARGE THE A/C SYSTEM

Part#	Description	Qty	Price	Amount
R10093	O-RING	1	1.88	1.88
RE576834	RECEIVER-DRYER	1	59.03	59.03
513-R134A12	R134A REFRIGER	3	15.26	45.78

Parts: 106.69
Labor: 840.00
Subtotal: 946.69

Authorization: _____

***** Segment 05 *****

REPLACE EXTERNAL LIGHTS WITH LED UNITS

I hereby authorize the above repair work to be done along with the use of necessary materials. You and your employees may operate above machine for purpose of testing, inspection or delivery at my risk. I agree to pay cash on delivery of machine or on terms satisfactory with you and until paid in full an express Mechanic's Lien is acknowledged on above machine to secure the amount of repairs thereto.

It is understood that this company assumes no responsibility for loss or damage by theft or fire to machine placed with them for storage, sale, repair or while field testing.

X

Authorized By



AG-PRO COMPANIES

867 Cedar Ave. SW
Rome, GA 30161
Phone: (706) 584-7470
Fax: (706) 584-7502



Meeting: April 4, 2024 Item 10.

JOHN DEERE

Ship To: IN STORE PICKUP

Branch		34 - ROME, GA	
Date	Time	Page	
03/01/2024	12:11:57 (O)	4	
Account No.	Phone No.	Est No. 03	
CARTE111	7703875640	000868	
Ship Via		Purchase Order	
008-004528		GOVTEXEMPT	
		Salesperson	
		27M	

Invoice To: CITY OF CARTERSVILLE
P.O. BOX 1390
CARTERSVILLE GA
CARTERSVILLE GA 30120

ESTIMATE EXPIRY DATE: 03/31/2024

SERVICE ESTIMATE - NOT AN INVOICE

Part#	Description	Qty	Price	Amount
2957	FENDER LIGHT	2	115.77	231.54
2914	HOOD LIGHT KIT	1	504.81	504.81
2774	TAIL LAMP	2	57.37	114.74
3119	FLOOD LAMP	2	118.00	236.00
3116	FLOOD LAMPS	4	52.15	208.60
FRT	FREIGHT	1	150.00	150.00

Parts: 1445.69
Labor: 840.00
Subtotal: 2285.69

Authorization: _____

***** Segment 06 *****

REPAIR PARKING BRAKE

Part#	Description	Qty	Price	Amount
R55493	Sleeve	2	39.03	78.06
R55494	Pin Fastener	2	14.07	28.14
B2762R	O-RING	1	4.17	4.17
JD8856	NEEDLE BEA	1	7.03	7.03
JD9812	THRUST BEA	2	2.45	4.90
R43113	CAM	1	362.77	362.77
AR43592	Shaft	1	148.80	148.80
R79985	SPRING	1	13.87	13.87
R72784	Pawl	1	1703.44	1703.44
24H1227	WASHER	2	.77	1.54
11M7021	M4X25COTTRPIN	2	.63	1.26
RE19200	Pin	1	81.11	81.11
R56265	Washer	1	10.45	10.45
RE24742	Shaft	1	317.06	317.06
11M7059	3.2X20COTTERPIN	1	.42	.42
T48111	Pin Fastener	1	13.58	13.58

I hereby authorize the above repair work to be done along with the use of necessary materials. You and your employees may operate above machine for purpose of testing, inspection or delivery at my risk. I agree to pay cash on delivery of machine or on terms satisfactory with you and until paid in full an express Mechanic's Lien is acknowledged on above machine to secure the amount of repairs thereto.

It is understood that this company assumes no responsibility for loss or damage by theft or fire to machine placed with them for storage, sale, repair or while field testing.

X

Authorized By



AG-PRO COMPANIES

867 Cedar Ave. SW
Rome, GA 30161
Phone: (706) 584-7470
Fax: (706) 584-7502



Meeting: April 4, 2024 Item 10.

JOHN DEERE

Ship To: IN STORE PICKUP

Branch		34 - ROME, GA	
Date	Time	Page	
03/01/2024	12:11:57 (O)	5	
Account No.	Phone No.	Est No. 03	
CARTE111	7703875640	000868	
Ship Via	Purchase Order		
008-004528	GOVTEXEMPT		
	Salesperson		
	27M		

Invoice To: CITY OF CARTERSVILLE
P.O. BOX 1390
CARTERSVILLE GA
CARTERSVILLE GA 30120

ESTIMATE EXPIRY DATE: 03/31/2024

SERVICE ESTIMATE - NOT AN INVOICE

Part#	Description	Qty	Price	Amount
R74287	Shaft	1	89.99	89.99
14M7274	M10 HEX NUT	2	.96	1.92
R74286	Plate	1	118.70	118.70
19M7938	M10X20 CS	2	1.82	3.64
24M7178	M10.5X30WASHR	1	.89	.89
19M7783	M10X16 CS	1	1.92	1.92
FRT	FREIGHT	1	75.00	75.00

Parts: 3068.66
Labor: 4900.00
Subtotal: 7968.66

Authorization: _____

***** Segment 07 *****

REPAIR HITCH LOWERING PROBLEM

Part#	Description	Qty	Price	Amount
A5598R	O-RING	1	8.92	8.92
R36424	O-RING	1	8.59	8.59
R97118	BUSHING	1	77.87	77.87
R97117	BUSHING	1	87.67	87.67
R43408	GASKET	1	30.86	30.86

Parts: 213.91
Labor: 700.00
Subtotal: 913.91

Authorization: _____

***** Segment 08 *****

REPLACE BATTERIES

I hereby authorize the above repair work to be done along with the use of necessary materials. You and your employees may operate above machine for purpose of testing, inspection or delivery at my risk. I agree to pay cash on delivery of machine or on terms satisfactory with you and until paid in full an express Mechanic's Lien is acknowledged on above machine to secure the amount of repairs thereto.

It is understood that this company assumes no responsibility for loss or damage by theft or fire to machine placed with them for storage, sale, repair or while field testing.

X

Authorized By



AG-PRO COMPANIES

867 Cedar Ave. SW
Rome, GA 30161
Phone: (706) 584-7470
Fax: (706) 584-7502



Meeting: April 4, 2024 Item 10.

JOHN DEERE

Ship To: IN STORE PICKUP

Branch			
34 - ROME, GA			
Date	Time	Page	
03/01/2024	12:11:57 (O)	6	
Account No.	Phone No.	Est No.	
CARTE111	7703875640	03	
Ship Via		Purchase Order	
008-004528		GOVTEXEMPT	
		Salesperson	
		27M	

Invoice To: CITY OF CARTERSVILLE
P.O. BOX 1390
CARTERSVILLE GA
CARTERSVILLE GA 30120

ESTIMATE EXPIRY DATE: 03/31/2024

SERVICE ESTIMATE - NOT AN INVOICE

Part#	Description	Qty	Price	Amount
TY25879B	WET-31*CCA950	2	189.84	379.68
	Wet Charged Battery			
CRTY25879B	Wet Charged Bat		27.00	54.00
			Parts:	433.68
			Labor:	140.00
Authorization: _____			Subtotal:	573.68

***** Segment 09 *****

REPAIR LEAKING FUEL LINES

Part#	Description	Qty	Price	Amount
R51936	SEALING WA	15	2.18	32.70
			Parts:	32.70
			Labor:	420.00
Authorization: _____			Subtotal:	452.70

***** Segment 10 *****

HYDRAULIC PUMP LEAKING

Part#	Description	Qty	Price	Amount
RE20839	Hydraulic Pump	1	4454.41	4454.41
CRRE20839	LESS CORE		250.00	250.00
			Parts:	4704.41
			Labor:	700.00

I hereby authorize the above repair work to be done along with the use of necessary materials. You and your employees may operate above machine for purpose of testing, inspection or delivery at my risk. I agree to pay cash on delivery of machine or on terms satisfactory with you and until paid in full an express Mechanic's Lien is acknowledged on above machine to secure the amount of repairs thereto.

It is understood that this company assumes no responsibility for loss or damage by theft or fire to machine placed with them for storage, sale, repair or while field testing.

X

Authorized By



AG-PRO COMPANIES

867 Cedar Ave. SW
Rome, GA 30161
Phone: (706) 584-7470
Fax: (706) 584-7502



Meeting: April 4, 2024 Item 10.

JOHN DEERE

Ship To: IN STORE PICKUP

Branch		34 - ROME, GA	
Date	Time	Page	
03/01/2024	12:11:57 (O)	7	
Account No.	Phone No.	Est No.	
CARTE111	7703875640	03	
Ship Via		Purchase Order	
008-004528		GOVTEXEMPT	
		Salesperson	
		27M	

Invoice To: CITY OF CARTERSVILLE
P.O. BOX 1390
CARTERSVILLE GA
CARTERSVILLE GA 30120

ESTIMATE EXPIRY DATE: 03/31/2024

SERVICE ESTIMATE - NOT AN INVOICE

Authorization: _____

Subtotal: 5404.41

***** Segment 11 *****

TRANSMISSION LEAK

Part#	Description	Qty	Price	Amount
R375R	O-RING	2	1.73	3.46

Parts: 3.46
Labor: 140.00

Authorization: _____

Subtotal: 143.46

***** Segment 12 *****

OVERHEAD VALVE ADJUSTMENT ON ENGINE

Part#	Description	Qty	Price	Amount
R49866	GASKET	1	16.52	16.52

Parts: 16.52
Labor: 840.00

Authorization: _____

Subtotal: 856.52

***** Segment 13 *****

REPLACE THE OUTLET AT THE BACK OF THE TRACTOR

Part#	Description	Qty	Price	Amount
19H1900	5/16X3/4 CS	2	1.14	2.28
24H1290	Washer	2	.50	1.00

I hereby authorize the above repair work to be done along with the use of necessary materials. You and your employees may operate above machine for purpose of testing, inspection or delivery at my risk. I agree to pay cash on delivery of machine or on terms satisfactory with you and until paid in full an express Mechanic's Lien is acknowledged on above machine to secure the amount of repairs thereto.

It is understood that this company assumes no responsibility for loss or damage by theft or fire to machine placed with them for storage, sale, repair or while field testing.

X

Authorized By



AG-PRO COMPANIES

867 Cedar Ave. SW
Rome, GA 30161
Phone: (706) 584-7470
Fax: (706) 584-7502



Meeting: April 4, 2024 Item 10.

JOHN DEERE

Ship To: IN STORE PICKUP

Invoice To: CITY OF CARTERSVILLE
P.O. BOX 1390
CARTERSVILLE GA
CARTERSVILLE GA 30120

Branch		34 - ROME, GA	
Date	Time	Page	
03/01/2024	12:11:57 (O)	8	
Account No.	Phone No.	Est No. 03	
CARTE111	7703875640	000868	
Ship Via		Purchase Order	
008-004528		GOVTEXEMPT	
		Salesperson	
		27M	

ESTIMATE EXPIRY DATE: 03/31/2024

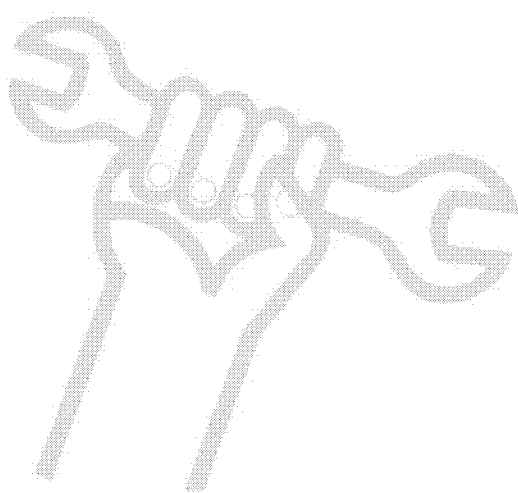
SERVICE ESTIMATE - NOT AN INVOICE

Part#	Description	Qty	Price	Amount
R73584	Bracket	1	37.09	37.09
AR75695	SOCKET OUT	1	35.58	35.58
12H303	5/16 LOKWASHR	2	.36	.72
14H785	5/16 HEX NUT	2	.50	1.00
R61775	Boot	1	15.22	15.22

Parts: 92.89
 Labor: 140.00
 Subtotal: 232.89

Authorization: _____

Parts: 17715.73
 Labor: 14140.00
 Miscellaneous: 200.00
 TOTAL: 32055.73



Strong On Service

I hereby authorize the above repair work to be done along with the use of necessary materials. You and your employees may operate above machine for purpose of testing, inspection or delivery at my risk. I agree to pay cash on delivery of machine or on terms satisfactory with you and until paid in full an express Mechanic's Lien is acknowledged on above machine to secure the amount of repairs thereto.

It is understood that this company assumes no responsibility for loss or damage by theft or fire to machine placed with them for storage, sale, repair or while field testing.

X

Authorized By



CITY COUNCIL ITEM SUMMARY

MEETING DATE:	April 4, 2024
SUBCATEGORY:	Bid Awards/Purchases
DEPARTMENT NAME:	Administration
AGENDA ITEM TITLE:	City Hall HVAC Replacement
DEPARTMENT SUMMARY RECOMMENDATION:	The HVAC system in the Council Chambers recently failed, resulting in an emergency repair conducted by Mike Jones Heating and Air. The replacement cost of the system is \$18,518.62 and is recommended for approval.
LEGAL:	N/A



PO Box 242
Adairsville, GA 30103

Estimate

Date	Estimate #
3/25/2024	730031

Name /Address	Phone: 770-773-5040
City of Cartersville PO Box 1390 Cartersville, GA 30120	Email: mikejonesheatingandair@gmail.com
Job Location	We accept the following with a processing fee: Credit/Debit Card - 3.5% E-Check - 1% Office Phone Number : 770.769.4641
Top Floor / Council Room	

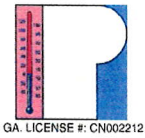
Description	
<p>Option 1: \$18,518.62 1 - 7.5 ton American Standard/Trane system 208/230 3 phase complete system New Indoor and Outdoor New Thermostat **will require running some wire for 3 phase power to attic</p> <p>Option 2: \$12,609.12 1 - 5 ton Rheem system 208/230 3 phase complete system New Indoor and Outdoor New Thermostat **will have to run new Freon line</p>	

Thank you, Mike Jones Mike Jones Heating and Air, LLC	Please sign and return. By accepting this Proposal you agree to the work as specified.
Payment due upon completion in full. Note: Proposal may be withdrawn if not accepted within 30 Days	Signature _____

Phone #
770-773-5040

"Pendley People Care"

Meeting: April 4, 2024 Item 11.



Pendley
Heating & Air Conditioning, Inc.

526 Old Alabama Road
Cartersville, Georgia 30120

Page No. _____ of 1 Pages.

PROPOSAL AND ACCEPTANCE

Phone: 770.382.1221
 Fax: 770.382.8223
 Emergency Phone: 770.655.2068
 Email: Terry.woodring@pendleyhvac.com
 Georgia License: CN002212

TO:	PHONE	DATE
City of Cartersville		3/26/24
	JOB NAME/LOCATION	
	City Hall Annex 3 rd Floor Council Chamber 10 Public Square Cartersville, GA 30120	
	JOB NUMBER	JOB PHONE

We hereby submit specification and estimates for:

- Option 1: Complete System
 Install Trane 7 ½ Ton Heat Pump System----- \$30,323.74
 TWA09043 Heat Pump/TWE09043 Air Handler/BAYHTRR315 Heater

- Option 2: New Trane Air Handler/Use TWA090 from Electric Department
 Install Trane TWE090 Air Handler with Used Heat Pump ----- \$20,921.92

Both quotes include platform constructed by Mike Allen Construction for access.
 Includes equipment, installation, extend and connect ductwork, electrical, refrigerant lines and startup.
 Includes labor and materials.
 Warranty: 5 Year Compressor/1 Year Parts/1 Year Labor
Terry.woodring@pendleyhvac.com www.pendleyheatingandair.com

TERMS: DUE UPON COMPLETION

I have the authority to order the above work and do so order as outlined above. It is agreed that the seller will retain title to any equipment or material furnished until final & complete payment is made, and if settlement is not made as agreed, the seller shall have the right to remove same and the seller will be held harmless for any damages resulting from the removal thereof.

We Propose hereby to furnish material and labor – complete in accordance with the above specification for the sum of: Dollars

Payment to be made as follows: DUE UPON COMPLETION 3% ADDED TO PAYMENTS USING CREDIT CARDS

All material is guaranteed to be as specified. All work to be completed in a professional manner according to standard practices. Any alteration or deviation from above specifications involving extra cost will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Worker's Compensation Insurance.

Authorized Signature: **TERRY WOODRING**

Note: This proposal may be withdrawn by us if not accepted within: Days 30

Acceptance of Proposal – The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance: _____

Signature: _____

Signature: _____

Proudly serving you for over 50 years

START
First of Next



CITY COUNCIL ITEM SUMMARY

MEETING DATE:	April 4, 2024
SUBCATEGORY:	Bid Award/Purchase
DEPARTMENT NAME:	Police Department
AGENDA ITEM TITLE:	Duty Weapons Equipped with Optics
DEPARTMENT SUMMARY RECOMMENDATION:	<p>The Police Department is requesting approval to purchase a new inventory of pistols equipped with optics (Red Dot Sights) to replace our current inventory of pistols. Our existing inventory of pistols will be sold back to the distributor to reduce the cost of this transition. This transition will require the purchase of compatible holsters, 30,000 rounds of 9MM ammunition and weapon specific training.</p> <p>The costs of these guns, holsters, ammunition, and training are as follows:</p> <p>(70) Glock 47, Gen 5 pistols w/ Red Dot Optics \$65,010.40 (70) Compatible Holsters - \$10,185.00</p> <p>(20) Glock 43X (backup weapons) - \$7,138.00 (20) Holosun Red Dop Optics - \$6,500.00 (20) Compatible Holsters - \$1,180.00</p> <p>Training Amm – 30,000 rounds of 9MM - \$7,827.30 (Gulf States Distributors)</p> <p>Red Dot Instructor Training - \$1,200.00 (Glock)</p> <p>Total Cost of \$99,040.70</p> <p>Buyback Information</p> <p>(60) Glock 17 trade value - \$17,000.00 (9) Glock 43 trade value - \$2,115.00</p> <p>Total Trade Value is \$19,215.00</p> <p>The total cost of this purchase and transition is \$79,825.70.</p>

	<p>We received quotes on the guns, optics, and holsters from three vendors, Ed's Public Safety, GT Distributors, and Glock. Based upon these quotes, I recommend purchasing this equipment from GT Distributors.</p> <p>We received two quotes on the ammunition from Gulf States Distributors and Cormac Arms. Based upon these quotes, I recommend that we purchase the ammo from Gulf States Distributors.</p> <p>Glock will provide Red Dot Instructor Training as they are the only vendor that offers said training.</p> <p>This non-budgeted item will be purchased using the General Fund. E-Verify and E-save documents have been submitted to the Police Department and are on file. I am requesting your support and recommendation for this purchase.</p>
LEGAL:	N/A



City of Cartersville

P O L I C E D E P A R T M E N T

Memorandum

To : Dan Porta, City Manager
From : Chief Frank L. McCann
Date : March 12, 2024
Ref : Purchase Duty Weapons equipped with optics

I am requesting approval to purchase a new inventory of pistols equipped with optics (Red Dot Sights) to replace our current inventory of pistols. Our existing inventory of pistols will be sold back to the distributor to reduce the cost of this transition. This transition will require the purchase of compatible holsters, 30,000 rounds of 9MM ammunition and weapon specific training.

The costs of these guns, holsters, ammunition, and training are as follows:

Glock 47, Gen 5 pistols w/ Red Dot Optics – $928.72 \times 70 = \$65,010.40$
Compatible Holsters - $\$145.50 \times 70 = \$10,185.00$

Glock 43X (backup weapons) - $\$356.90 \times 20 = \$7,138.00$
Holosun Red Dop Optics - $\$325.00 \times 20 = \$6,500.00$
Compatible Holsters - $\$59.00 \times 20 = \$1,180.00$

Training Amm – 30,000 rounds of 9MM - $\$7,827.30$ (Gulf States Distributors)

Red Dot Instructor Training - $\$400.00 \times 3 = \$1,200.00$ (Glock)

Total Cost = $\$99,040.70$

Buyback Information

Glock 17 trade value - $\$285.00 \times 60 = \$17,000.00$
Glock 43 trade value - $\$235.00 \times 9 = \$2,115.00$

Total Trade Value = $\$19,215.00$

The total cost of this purchase and transition = $\$99,040.70$
 $-\$19,215.00$
 $\$79,825.70$

We received price quotes on the guns, optics, and holsters from three Ed's Public Safety, GT Distributors, and Glock. Based upon these quotes, I recommend purchasing these items/equipment from GT Distributors.

We received 2 quotes on the ammunition from Gulf States Distributors and Cormac Arms. Based upon these quotes, I recommend that we purchase the ammo from Gulf States Distributors.

The Red Dot Instructor Training will be purchased/provided by Glock, as they are the only vendor that offers said training.

This is a budgeted item and will be purchased using the General Fund. E-Verify and E-save documents have been submitted to the police department and are on file. I am requesting your support and recommendation for this purchase.



CITY COUNCIL ITEM SUMMARY

MEETING DATE:	April 4, 2024
SUBCATEGORY:	Bid Awards/Purchases
DEPARTMENT NAME:	Gas
AGENDA ITEM TITLE:	Heat Fusion Equipment Purchase
DEPARTMENT SUMMARY RECOMMENDATION:	The Gas System is requesting the purchase of a McElroy heat fusion system designed to join 4-inch and 6-inch polyethylene pipes. Three bids were requested and Consolidated Pipe and Supply of Lawrenceville, Georgia submitted the low bid of \$13,405.00. This is a budgeted item and Council's approval to accept this bid is recommended.
LEGAL:	N/A



SUPPLY CO., Inc.

Meeting: April 4, 2024 Item 13.

WATER, SEWER & GAS SUPPLIES
SIGN & SAFETY SUPPLIES

P.O. Box 176 - 974 Epco Drive
Dandridge, TN 37725
(865) 397-9418 or (800) 325-2305
Fax: (865) 397-9419

Order Number	
1985166	
Order Date	Page
03/19/2024 08:53:57	1 of 1

Bill To:

CITY OF CARTERSVILLE GAS SYSTEM
ATTN ACCOUNTS PAYABLE
PO BOX 1390
CARTERSVILLE, GA 30120

Ship To:

CITY OF CARTERSVILLE GAS SYSTEM
155 OLD MILL ROAD
CARTERSVILLE, GA 30120

770-387-5642

Customer ID: 109624

<i>PO Number</i>	<i>Ship Route</i>	<i>Taker</i>
	UTLY	HLEE

<i>Quantities</i>			<i>Status Key</i>	<i>Item ID</i> <i>Item Description</i>	<i>Pricing</i> <i>UOM</i>	<i>Unit</i> <i>Price</i>	<i>Extended</i> <i>Price</i>
<i>Ordered</i>	<i>Remaining</i>	<i>Status of</i> <i>Balance</i>	B = Backorder D = Direct C = Canceled P = Production				

Customer Note: SALESREP - DUSTY PHILLIPS

1	1		NS	NON-STOCK MCMA708502 with resting heater stand included PB 26 DIPS FUSION MACHINE PKG 100V-120V,50/60HZ resting heater stand included	EA	12,580.0000	12,580.00
1	1		NS	NON-STOCK MCE809434 4 IN IPS/ 100MM JIS 2J INSERT SET	EA	610.0000	610.00
1	1		NS	NON-STOCK MCE439001 MANUAL FUSION MACHINE STAND 2LC/PB#14	EA	2,150.0000	2,150.00

Total Lines: 3

SUB-TOTAL: 15,340.00
TAX: 0.00
AMOUNT DUE: 15,340.00
U.S. Dollars



QUOTATION

Meeting: April 4, 2024 Item 13.

Quotation Number **S110552**
 Version Number **1**
 Quotation Date **03/19/2024**

JOB NAME STOCK - GAS

SALE SITE
 CONSOLIDATED PIPE & SUPPLY
 194 HURRICANE SHOALS RD
 LAWRENCEVILLE, GA 30046-4403

SHIP TO
 CARTERSVILLE CITY OF
 155 OLD MILL RD
 CARTERSVILLE, GA 30120, USA

Last Communication 03/19/2024
Expiration Date 04/19/2024
Written By Paul Root
Customer RFQ
Customer Number GA0261423L
Requested By Ryan Malone
Sales Rep Jesse Bennett

SOLD TO
 CARTERSVILLE CITY OF
 GAS DEPARTMENT
 P O BOX 1390
 CARTERSVILLE, GA 30120, USA

Ship Via Best Way
Delivery Terms Prepaid Destination
Payment Terms Net 30 Days

SALES

Line	CPS Part No Part Description	Wanted Delivery Date	Sales Qty	UoM	Unit Net Price	Extended Amount
1	35-0000-00003	03/22/2024	1.00	EA	\$11,210.00	\$11,210.00
1.1	MCELROY, UNIT, BF, #26, PACKAGE, 120V, MCELROY, A708502					
2	35-0400-00086	03/22/2024	1.00	EA	\$400.00	\$400.00
2.1	4 IPS MCELROY 809434 2 JAW JIS INSERT SET					
3	35-0000-01694	03/22/2024	1.00	EA	\$1,795.00	\$1,795.00
3.1	MCELROY 439001 MANUAL FUSION MACHINE STAND					

Subtotal Amount	\$13,405.00
Tax Amount	\$0.00
Total	\$13,405.00

Machine & Inserts are in stock. Stand is 2-3 weeks

This Quotation is subject to and will be governed by Consolidated Pipe's Domestic Terms and Conditions which can be found at <https://consolidatedpipe.com/wp-content/uploads/Consolidated-Pipe-Supply.-General-Terms-and-Conditions-of-Sale-10.1.16-03622602-7.pdf>. Only Consolidated Pipe's Terms and Conditions shall apply. Any other new, additional or conflicting terms and conditions shall be inapplicable to this Quotation as well as to any related purchase order or other agreement, or any performance thereunder.



CITY COUNCIL ITEM SUMMARY

MEETING DATE:	April 4, 2024
SUBCATEGORY:	Resolutions
DEPARTMENT NAME:	Gas
AGENDA ITEM TITLE:	MGAG Election Committee Delegate Appointment
DEPARTMENT SUMMARY RECOMMENDATION:	This resolution appoints the Gas Department Superintendent to serve as the City’s voting delegate on the Municipal Gas Authority of Georgia’s Election Committee. It also appoints the Assistant Gas Superintendent to serve as the alternate voting delegate. Council’s approval of this resolution is recommended.
LEGAL:	Approved by Archer & Lovell

RESOLUTION NO. _____

WHEREAS, the City of Cartersville is a Member of the Municipal Gas Authority of Georgia (“MGAG”); and

WHEREAS, MGAG is holding its annual 2024 election on May 3, 2024; and

WHEREAS, in order for the City of Cartersville to participate in the MGAG election process, it must appoint a voting delegate; and

WHEREAS, the City wishes to appoint the Gas Department Superintendent to serve as this City's voting delegate on the MGAG Election Committee, with authority to cast all votes to which this City is entitled, and the Assistant Superintendent to serve as the alternate voting delegate.

NOW THEREFORE BE IT AND IT IS HEREBY RESOLVED, by the Mayor and City Council of the City of Cartersville that the Gas Department Superintendent is appointed to serve as the City voting delegate for the MGAG Election Committee and the Assistant Superintendent to serve as the alternate voting delegate, with both having the authority to cast all votes to which the City is entitled.

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

ATTEST:

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

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



CITY COUNCIL ITEM SUMMARY

MEETING DATE:	April 4, 2024
SUBCATEGORY:	Resolution
DEPARTMENT NAME:	Administration
AGENDA ITEM TITLE:	Abandonment of Easement on Mimosa Lane
DEPARTMENT SUMMARY RECOMMENDATION:	This Resolution is to abandon an easement on Mimosa Lane. This property is being developed, along with adjacent parcels, and the gas easement is no longer needed.
LEGAL:	Prepared by Archer & Lovell

RESOLUTION NO. _____

WHEREAS, there are current natural gas facilities upon property located on Mimosa Lane, for which there is a gas easement from Ronald Michael Goss Jr., to the City of Cartersville, recorded on February 4, 2022, in Deed Book 3428, Pages 979-981; and

WHEREAS, Windsong Properties is in negotiations with Ronald Michael Goss Jr. for the purchase and development of his property on Mimosa Lane upon which there is a gas easement, and the surrounding tracts owned by Ronald Michael Goss Jr. and/or his affiliated corporate entities. A preliminary plat of such development is attached hereto as Exhibit “A;” and

WHEREAS, upon the development of these tracts by Windsong Properties, the existing natural gas facilities covered by this easement will no longer be in use and such easements will not be incorporated into the overall development by Windsong Properties. A copy of the preliminary plat for the abandonment of the gas easement is attached hereto as Exhibit “B;” and

WHEREAS, the City of Cartersville Gas Department wishes to abandon the gas easement upon the property owned by Ronald Michael Goss Jr. on Mimosa Lane, as evidenced by the Letter from Brian Friery, Gas System Assistant Director, attached hereto and incorporated herein as Exhibit “C,” according to the terms and conditions so stated in such letter; and

WHEREAS, the City of Cartersville will deed said gas easement property to Windsong Properties and/or its affiliated entity for this development, upon the final platting of the development and the property being transferred to Windsong Properties and/or its affiliated entity for this development; and

WHEREAS, this property meets the requirements for the site, pursuant to O.C.G.A. § 32-7-4(a)(2)(b), being less than \$75,000.00 and O.C.G.A. § 32-7-4(b)(1)(a), and no public advertising is required.

NOW THEREFORE BE IT AND IT IS HEREBY RESOLVED by the Mayor and City Council of the City of Cartersville, that the proposed abandonment of the easement located on the property of Ronald Michael Goss Jr. be approved and the property be transferred according to the conditions set forth in the Gas Department letter.

BE IT AND IT IS HEREBY RESOLVED this ____ day of _____, 2024.

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

ATTEST:

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

EXHIBIT “A”

EXHIBIT “B”

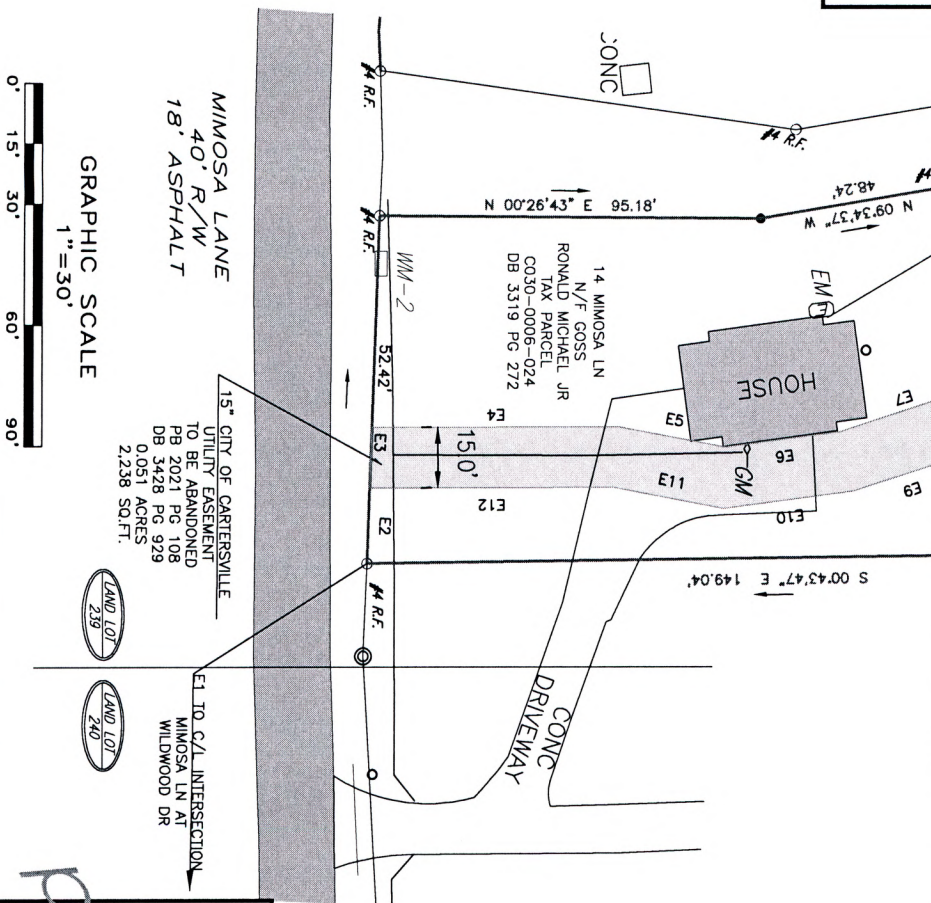
RESERVED FOR THE CLERK OF THE SUPERIOR COURTS

1. THE UTILITIES SHOWN HEREON HAVE BEEN LOCATED FROM ABOVE GROUND, VISIBLE EVIDENCE. THE SURVEYOR MAKES NO GUARANTEE THAT THE UTILITIES SHOWN COMPRISE ALL SUCH UTILITIES IN THE AREA, EITHER IN SERVICE OR ABANDONED. THE SURVEYOR FURTHER DOES NOT WARRANT THAT THE UNDERGROUND UTILITIES SHOWN ARE IN THE EXACT LOCATION INDICATED ALTHOUGH HE DOES CERTIFY THAT THEY ARE LOCATED AS ACCURATELY AS POSSIBLE FROM INFORMATION AVAILABLE. THE SURVEYOR HAS NOT PHYSICALLY LOCATED THE UNDERGROUND UTILITIES.
2. ALL IMPROVEMENTS ARE NOT SHOWN. THIS PROPERTY MAY BE SUBJECT TO EASEMENTS, RESERVATIONS, RIGHTS OF WAY OR RESTRICTIONS WHICH ARE NOT RECORDED OR WOULD BE DISCLOSED BY AN ACCURATE AND CURRENT TITLE SEARCH, OR OTHERWISE KNOWN TO THE SURVEYOR; THEREFORE EXCEPTION IS TAKEN TO ANY SUCH ITEMS.
3. THE PURPOSE OF THIS SURVEY IS TO DEPICT THE PROPOSED UTILITY EASEMENTS TO BE ABANDONED CROSSING THE SUBJECT TRACT. ALL IMPROVEMENTS ARE NOT SHOWN.
4. THE FIELD DATA, UPON WHICH THIS PLAN IS BASED WAS COLLECTED 01/03/24 USING CARLSON CR2, TOTAL STATION & CARLSON BRK7, REDUNDANT LINEAR MEASUREMENTS WERE USED TO VERIFY ACCURACY (±0.04').
5. THIS PLAN HAS BEEN CALCULATED FOR CLOSURE AND HAS BEEN FOUND TO BE ACCURATE WITHIN ONE FOOT IN 103,515+ FEET.

NOTES

REFERENCE
1. PLAT BOOK 2021 PG 108

LINE	BEARING	DISTANCE
E1	N 86°14'54" W	488.43'
E2	N 87°54'50" W	18.71'
E3	N 87°54'50" W	15.01'
E4	N 00°07'03" W	61.65'
E5	N 10°42'12" E	27.02'
E6	N 07°29'06" W	26.89'
E7	N 17°58'28" W	31.97'
E8	N 88°01'45" E	13.60'
E9	S 17°58'28" E	25.92'
E10	S 07°29'06" E	26.00'
E11	S 10°42'12" W	26.00'
E12	S 00°07'03" E	60.80'



MIMOSA LANE
40' R/W
18' ASPHALT

GRAPHIC SCALE
1" = 30'



15' CITY OF CARTERSVILLE
UTILITY EASEMENT
TO BE ABANDONED
PB 2021 PG 108
DB 3428 PG 929
0.051 ACRES
2,238 SQ.FT.



E1 TO C/L INTERSECTION
MIMOSA LN AT
WILDWOOD DR

GRID NORTH
GPS OBSERVATION

LINE TYPES

---	SUBJECT PROPERTY LINE
---	ADJACENT PROPERTY LINE
---	OVERHEAD ELECTRIC LINE
---	UNDERGROUND GAS LINE
---	UNDERGROUND ELECTRIC
X	FENCE LINE
S	SEWAGE
SD	STORM DRAIN
---	UNDERGROUND COMMUNICATION
---	LAND LOT LINE
---	WATER LINE

ABBREVIATIONS

DB	DEED BOOK	P/L	PROPERTY LINE
PG	PAGE	PB	PLAT BOOK
R/W	RIGHT OF WAY	N/F	NOT FOUND
FOR	FORMERLY		

PROPERTY CORNERS

●	REBAR SET
○	REBAR FOUND
○	POINT
○	OPEN TOP FOUND

SYMBOLS

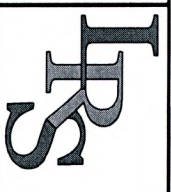
⊗	SM. SEWER MANHOLE (SSMH)
⊙	POWER POLE (PP)
⊙	SERVICE POLE (SP)
⊙	POWER BOX (PB)
⊙	ELECTRIC METER (EM)
⊙	GAS WARNING SIGN

SURVEYOR'S CERTIFICATE

This plat is a true and correct copy of an existing parcel or parcels of land and does not include any new parcels or portions of land and does not include any new boundaries. The recording information of the documents, maps, plats or other instruments which created the parcel or parcels are attached hereto, RECORDED OR UNRECORDED. THIS PLAN DOES NOT IMPLY APPROVAL OF ANY RECORD JUDICIAL ACTION OR ANY OTHER LEGAL ACTION. THE SURVEYOR'S CERTIFICATE OF THE LAND. Furthermore, the undersigned land surveyor certifies that the 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 15-8-67.

LEWIS R. SHELTON GEORGIA REGISTERED LAND SURVEYOR NO. 2971

Sheet Number 1 OF 1



IRS Surveying, LLC
29 MAPLE RIDGE DR, STE 104
CARTERSVILLE, GA 30121
Tel: (770) 235-3610
email: lshelton@lrsurveying.com
LSP01008

WINDSONG PROPERTIES

REVISIONS

No	Revision	Date
1		
2		

© Copyright 2024, IRS Surveying
Lewiston, ME 04240
EASEMENT
ABANDONMENT EXHIBIT
14 MIMOSA LANE
CARTERSVILLE, GA 30120
C030-0006-024

Land Lots 238
4th District, 3rd Section
Bartow County, Georgia
City of Cartersville
Date: 2/3/24
Scale: 1" = 30'
Surveyed By: A.S./S.S.
Drawn By: L.R.S.
Checked By: L.R.S.
Project No: 23-124
DWG No: 23-124
FIR No: 18

EXHIBIT “C”



City of Cartersville

G A S D E P A R T M E N T

Meeting: April 4, 2024 Item 15.

March 1, 2024

Mr. E. Keith Lovell, City Attorney for the City of Cartersville
Archer & Lovell, P.C.
Attorneys at Law
102 Leake Street/P.O. Box 1024
Cartersville, Georgia 30120

RE: City of Cartersville Utility Easement Abandonment
Windsong Mimosa Development, Mimosa Lane

Dear Mr. Lovell:

Please find attached a copy of a recorded utility easement conveyed to the City of Cartersville by Ronald Michael Goss Jr. recorded on February 4, 2022 in Book 3428, Pages 979-981. The existing natural gas facilities covered by this easement will no longer be in use after the construction of the referenced development and such easements will not be incorporated in the overall development. By receipt of this letter, the Gas System, therefore, wishes to abandon the easement referenced in the attachment in whole and will be abandoning the existing natural gas facilities covered by this easement in place.

The Gas System wishes this abandonment of the easement to take place concurrently with the purchase and closing of the property by the developer of the Windsong Mimosa Development. If, for any reason, the purchase of this property is not closed by the developer of the Windsong Mimosa Development, this easement shall remain in full force and effect in perpetuity.

If you have any questions or require additional information, please do not hesitate to contact this office.

Sincerely,

CITY OF CARTERSVILLE, GEORGIA

Brian S. Friery, Gas System Assistant Director

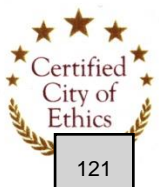
Attachments

cc: Mr. Michael Dickson, Gas System Director *(via email)*



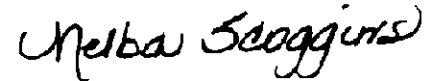
"Providing dependable service while preserving an exceptional quality of life."

P.O. Box 1390 • 155 Old Mill Road • Cartersville, Georgia 30120
Telephone: 770-387-5642 • Fax: 770-387-5638 • www.cityofcartersville.org



BK:3428 PG:979-981
D2022002081

FILED IN OFFICE
CLERK OF COURT
02/04/2022 02:04 PM
MELBA SCOGGINS, CLERK
SUPERIOR COURT
BARTOW COUNTY, GA



ARCHER & LOVELL, PC
P. O. Box 1024
Cartersville, GA 30120
TITLE EXAM NOT PERFORMED

1392277288
PARTICIPANT ID

UTILITY EASEMENT

GEORGIA, BARTOW COUNTY

For and in consideration of the sum of TEN DOLLARS AND 00/100 (\$10.00), and other good and valuable consideration, the receipt and sufficiency whereof is hereby acknowledged, the undersigned **RONALD MICHAEL GOSS JR.** (hereinafter referred to as "Grantor") does hereby grant and convey unto the **CITY OF CARTERSVILLE**, a municipal corporation of the State of Georgia, as Grantee, (hereinafter referred to as "City"), its successors and assigns, a permanent utility easement for the construction, and operation, maintenance and use of utilities on the following described property for use for utility infrastructure, related appurtenances and as a permanent utility easement to be constructed for, and installed over, above, across and upon the land owned by the undersigned which is described as follows:

All that tract or parcel of land lying and being in Land Lot 239, 4th District, 3rd Section, Bartow County Georgia, listed as a City of Cartersville 15' utility easement, per the plat for Cartersville Land Holdings LLC, by William C. Smith, G.R.L.S. No. 1803, dated April 7, 2021 and revised April 12, 2021 and April 13, 2021, and recorded in Plat Book 2021, Page 108, in the Office of the Clerk of the Superior Court of Bartow County, Georgia.

This Easement shall include the right of ingress and egress, at all times, for the purpose of installation, inspection, operation, repairs, renewal, maintenance, alteration, extension, removal and replacement of said easements and infrastructure therefore, together with the right to use and operate the same continuously and in perpetuity.

Grantor reserves the right to use the easement for purposes that will not interfere with Grantee's full enjoyment of the rights granted by this instrument. Grantor, however, must not erect or construct any building or other structure, or drill or operate any well, located any other utility infrastructure therein, construct any reservoir or other obstruction of the easement or diminish or substantially add to the ground cover in the easement.

Grantor shall not construct a drive or road over the easement area except crossings approved by Grantee. It is expressly understood by Grantor that such crossings approved by Grantee will not be replaced, repaved or restored in any manner by Grantee in the event such crossings are to be removed by Grantee to exercise the rights of this easement.

The City shall pay all damages to fences, and crops which may be suffered by reason of installation, maintenance, or alteration of said public right of way and appurtenances thereto. If not mutually agreed upon, said damages are to be ascertained and determined by three disinterested persons, one thereof to be appointed by the owner of the premises, one by the City, and the third by the two so appointed as aforesaid, and the award of the two of such three persons shall be final and conclusive.

The granting of this easement shall not operate to vest in grantor(s) any title or interest in the equipment or installation made by the City and any property installed by the City shall remain the sole property of the City.

SPECIAL STIPULATIONS: NONE.

BK:3428 PG:981

TO HAVE AND TO HOLD all and singular the aforesaid rights, privileges, and easements hereinabove set out to the proper use and enjoyment by the City, its successors and assigns.

The said City shall not be liable for any statements, agreement, or understanding not herein expressed.

IN WITNESS WHEREOF, the said undersigned has hereunto set its hand and seal this 19th day of MAY, 2021.

Signed, sealed and delivered
in the presence of:

GRANTOR:

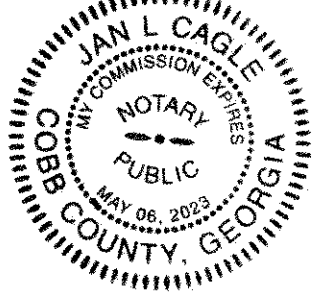
[Signature]
Witness

[Signature]
Ronald Michael Goss Jr

[Signature]
Notary Public

My Commission Expires: 5/6/23

[AFFIX SEAL]





CITY COUNCIL ITEM SUMMARY

MEETING DATE:	April 4, 2024
SUBCATEGORY:	Resolutions
DEPARTMENT NAME:	Downtown Development Authority
AGENDA ITEM TITLE:	Creation of Festival Zone
DEPARTMENT SUMMARY RECOMMENDATION:	Request for creation of festival zones for: April 27 Black Bartow Events Spring Day Party (12-8 PM) September 14 Black Bartow Events Sip N Shop (12-8 PM) Staff recommends approval.
LEGAL:	Reviewed by Archer & Lovell

Proposed areas for 2024 festival zones



To include:

- April 27 Black Bartow Events Spring Day Party (12-8pm)
- September 14 Black Bartow Events Sip n Shop (12-8)

Resolution No. - _____

of the

City of Cartersville, Georgia

WHEREAS, the Cartersville City Council approved a Festival Ordinance in 2014; and

WHEREAS, the Downtown Development Authority (DDA) wishes to establish a Festival Zone for the following events to be held downtown:

- April 27 Black Bartow Events Spring Day Party (12-8pm)
- September 14 Black Bartow Events Sip n Shop (12-8)

WHEREAS, the DDA Board recommends that these events be designated a controlled Festival Zone; and

WHEREAS said Festival Zone will allow those of 21 years and older, who show proof of identification and receive a wristband or other means of identification, be allowed to consume purchased alcoholic beverages within the Festival Zone; and

WHEREAS, the Director of Planning and Development will receive all necessary proposals and applications prior to each event with the understanding that alcoholic beverages will only be sold by an approved alcohol-license holding businesses or caterer.

NOW, THEREFORE BE IT RESOLVED by the City of Cartersville that the above listed events be designated a Community Festival Zone.

ADOPTED this the 4th day of April 2024.

**/s/ _____
Matt Santini
Mayor**

ATTEST:

**/s/ _____
Julia Drake
City Clerk**



CITY COUNCIL ITEM SUMMARY

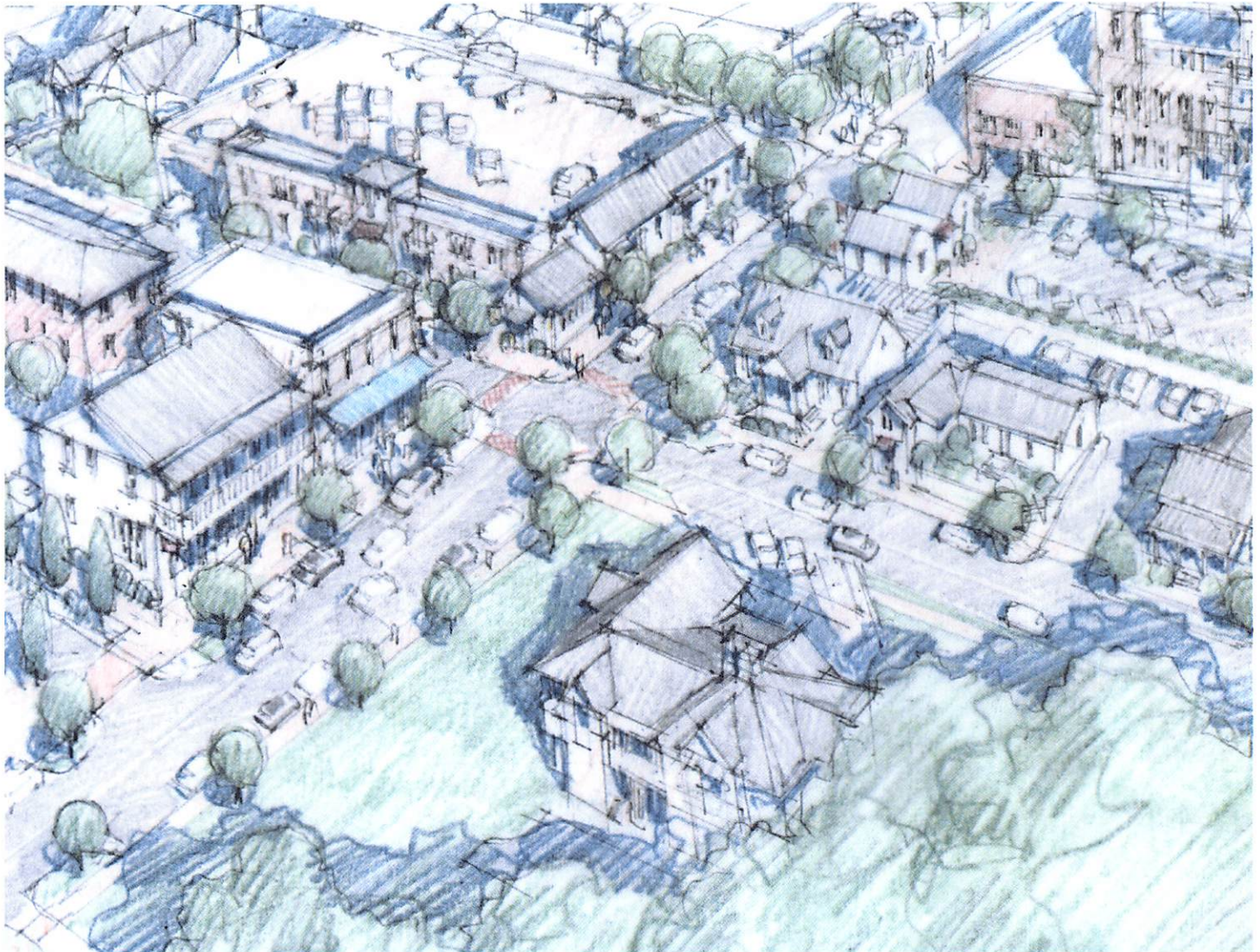
MEETING DATE:	April 4, 2024
SUBCATEGORY:	Contracts and Approvals
DEPARTMENT NAME:	Downtown Development Authority
AGENDA ITEM TITLE:	Approval of Firm for Downtown Long-Range Plan
DEPARTMENT SUMMARY RECOMMENDATION:	<p>The Downtown Development Authority Board recently received and reviewed six responses to their RFP for a Downtown Long-Range Plan Update.</p> <p>After a discussion and evaluation of the proposals the board has recommended TSW Designs to implement the project. Their proposal was the most comprehensive with respect to meeting the RFP scope and fell within the budgeted amount.</p> <p>The cost is \$95,000.00, which is the amount budgeted for the plan. 50% of the cost is being paid for by Appalachian Regional Commission grant funds. The remaining 50% of the cost is being split between the City, County, CVB, and DDA and those funds have already been contributed.</p> <p>Per ARC procurement requirements, City Council does need to approve the recommended firm. Staff recommends approval.</p>
LEGAL:	N/A

RFP NO: 23-001 / DUE: FEBRUARY 29, 2024

ORIGINAL

City of Cartersville

Downtown Master Plan



SUBMITTED BY:

TSW

Primary Contact: Adam Williamson, Principal

1447 Peachtree Street NE, Suite 850

Atlanta, GA 30309

Main: 404.873.6730

Direct: 470.751.2366

Email: awilliamson@tsw-design.com

Web: www.tsw-design.com



February 27, 2024

Ms. Lillie Read, Executive Director
Cartersville Downtown Development Authority
1 Friendship Plaza
Cartersville, GA 30120

Dear Ms. Read and Selection Committee:

On behalf of the **TSW Team**, it is my pleasure to submit the enclosed proposal to the Cartersville Downtown Development Authority to develop a long-term vision for your downtown area. The TSW Team has been assembled to bring expertise in community engagement, placemaking, urban design, land use planning, economics, branding, and transportation strategies. The team will be managed by **TSW**, which will guide land use and zoning, urban design, transportation, community engagement, and implementation strategies. Assisting TSW is **Arnett Muldrow** for market analysis, feasibility, and redevelopment strategies. Below are aspects of TSW and our team that set us apart from the competition:

TSW has extensive experience with downtown master planning and community outreach. Over the past 30 years, TSW has been committed to developing economically and environmentally sustainable downtowns, activity centers, and corridors throughout the Southeast. TSW's planning process is based on accurate data, valuable public input, best practices, and realistic recommendations, ensuring a community-supported and actionable plan.

TSW focuses on implementation. Implementation is a key focus from the beginning of all our planning and redevelopment efforts. This focus allows us to develop visionary, yet realistic plans. Our plans have seen implementation results with transportation dollars, zoning code updates, new mixed-use developments, and public spaces in communities.

TSW is a leader in creating plans that embody the principles of livable communities—multimodal main streets, sense of place, public spaces, human-scaled buildings, and connectivity—and those principles are evident in all our planning and built work. In recent years we have been fortunate to take these ideas from concept to reality in a range of diverse places from Rock Hill, South Carolina, to Conway, Arkansas. In these areas and others, we have been involved at all stages of placemaking, including outreach, visioning, coding, public and private planning, architecture, and streetscape design.

After reviewing the enclosed materials, we hope you will agree that the TSW Team's unique experience in both planning and implementing great communities makes us ideally suited to work with the City of Cartersville and community on this effort. Please do not hesitate to contact me if you have any questions.

Sincerely,

A handwritten signature in blue ink, appearing to read "Adam Williamson".

Adam Williamson, Principal

Direct: 470.751.2366
Email: awilliamson@tsw-design.com
Web: www.tsw-design.com

TSW TEAM PROPOSAL:

Table of Contents

Section 1: Qualifications.....1

- TSW Team Overview
- TSW Overview
- Arnett Muldrow Overview
- Recent TSW Project Experience Overview
- TSW Team Relevant Experience Matrix
- Highlighted Projects
- TSW Team Organizational Chart
- Key Personnel Resumes

Section 2: Scope & Methodology.....33

- Planning Process Overview
- Task 1: Existing Plan Assessment
- Task 2: Housing & Market Analysis
- Task 3: Public Input
- Task 4: Updated Plan
- Task 5: Prepare Deliverables
- Estimated Schedule

Section 3: Ability to Complete the Project42

- TSW Team Dedication to the Project
- Financial Stability
- Work History
- Litigation History

Section 4: Budget & Fees.....42

- Itemized Project Budget
- Key Personnel Estimated Hours & Hourly Rates
- TSW Team Fee Percentages

Section 5: Additional Information....44

- TSW State of Georgia Annual Registration
- TSW References

SECTION 1:

Qualifications

TSW Team Overview

The TSW Team has been assembled to bring expertise in community engagement, placemaking, urban design, land use planning, economics, and transportation strategies. The team will be managed by **TSW**, which will guide land use and zoning, urban design, community engagement, transportation, and implementation strategies. Assisting TSW is **Arnett Muldrow** for market analysis and feasibility, and redevelopment strategies. TSW and Arnett Muldrow have a long, collaborative relationship spanning almost 20 years.

TSW Overview

TSW is a full-service planning, architecture, and landscape architecture firm comprised of talented professionals who work collaboratively to provide our clients with extraordinary designs for communities, buildings, and greenspaces. We were founded in Atlanta, Georgia, as a corporation in 1990. With approximately 40 full-time employees in our Atlanta headquarters and satellite offices in Lexington (KY), Tulsa (OK), and Chattanooga (TN), our small office size allows our principals to be hands-on in every aspect of a project and enables more multidisciplinary collaboration.

For more than 30 years, we have been proud to create award-winning plans that embody the principles of livable communities: walkability, sense of place, compelling public spaces, human-scaled buildings, and connectivity. We are involved in all stages of community planning and design, including outreach, visioning, coding, site planning, architecture, and streetscape design, and are proud to see many of our projects move from concept to completion in a range of diverse locations throughout the Southeast.

As a multidisciplinary firm of designers, TSW offers our clients the cumulative experience of our diverse studios' knowledge and skillsets, which results in a unique, holistic approach to design. We believe in creating context-sensitive, livable, and sustainable communities, and incorporating our real-world knowledge of environmental issues, user experience, development and retail economics, and feasibility into every project design. Because we generate ideas through a fluid, multidisciplinary and collaborative process, our team is able to provide unique design solutions that go beyond the typical approach to conventional design methodologies. In addition, our commitment to creating meaningful public engagement allows us to incorporate the aspirations of community stakeholders and build on local and/or regional identity.

TSW's personnel includes approximately 40 full-time employees, several of whom work in multiple studios. Our staff members include:

- 21 planners (13 w/ AICP accreditation)
- 1 transportation planner/engineer
- 11 registered landscape architects
- 5 landscape designers
- 4 registered architects
- 6 architectural designers
- 2 administrative employees



IMPROVING LIVES AND STRENGTHENING COMMUNITIES THROUGH **LIVABLE** AND **SUSTAINABLE** STRATEGIES.

SECTION 1: QUALIFICATIONS

TSW Contract Management

This effort will be managed out of our Atlanta, Georgia, office with support from staff members from Atlanta and Chattanooga offices.

Adam Williamson, Principal-in-Charge

1447 Peachtree Street NE, Suite 850
Atlanta, GA 30309
Main: 404.873.6730 / Direct: 470.751.2366
Email: awilliamson@tsw-design.com

Ryan Snodgrass, Project Manager

1447 Peachtree Street NE, Suite 850
Atlanta, GA 30309
Main: 404.873.6730 / Direct: 470.751.2508
Email: rsnodgrass@tsw-design.com

TSW History

Originally known as Tunnell, Spangler & Associates, Inc., the planning, architecture, and landscape architecture firm was founded in 1990 by partners William Tunnell and Jerry Spangler in Atlanta, Georgia. Since its founding, the firm's name changed to Tunnell-Spangler-Walsh & Associates in September of 2002 when principal Thomas Walsh became a partner in the firm and shortened to TSW in 2013. TSW has expanded to include offices in Tulsa, Oklahoma, Chattanooga, Tennessee, and Lexington, Kentucky.

TSW Experience with Federally Assisted Projects

Through TSW's experience with planning and design projects that use grant and/or Federal funding, we've gained a thorough understanding of requirements, specifications, bidding process, and most importantly, the critical aspect of staying on time and on budget due to grant parameters. Below is a list of recent or current projects that were grant or Federally funded.

- **Southwestern North Carolina Regional Vision and Comprehensive Planning for Graham and Cherokee Counties** - Federal Highway Administration, North Carolina Division, NCDOT, Appalachian Regional Commission, Eastern Band of the Cherokee Indians
- **Cherokee County Long Swamp Creek Park** - Georgia Outdoor Stewardship Program (GOSP) "Conserve Georgia" grant
- **City of Rome Banty Jones Park** - American Rescue Plan Act (ARPA)
- **City of Stockbridge Police Department** - American Rescue Plan Act (ARPA)
- **City of Hawkinsville Veterans Park** - Land and Water Conservation Fund (LWCF)
- **City of Hogansville Lake Jimmy Jackson Park** - Land and Water Conservation Fund (LWCF)
- **City of Jonesboro Broad Street Plaza** - Community Development Block Grant (CDBG)
- **USDA Forest Service - PR-191 Recreation Sites in El Yunque National Forest, Puerto Rico**
- **USDA Forest Service - Ocala Springs Boardwalks**
- **Midtown Alliance Juniper Street Streetscape** - Federal Transit Administration grant and State Road and Tollway Authority/Georgia Transportation Infrastructure Bank (SRTA/GTIB) state grant
- **Midtown Alliance 5th Street Complete Street** - State Road and Tollway Authority/Georgia Transportation Infrastructure Bank (SRTA/GTIB) state grant

In addition to these examples, TSW has also led more than **40 Livable Centers Initiative studies and implementation projects**, with 80% of each project funded through the Surface Transportation Block Grant (STBG) and 20% through local matches.

SECTION 1: QUALIFICATIONS

Arnett Muldrow Overview

At Arnett Muldrow, we are committed to making better communities. Based in Greenville, South Carolina, Arnett Muldrow was created in 2002 to help communities that want to rebuild their aging downtown, reinvigorate their urban neighborhoods, and create economic development opportunities. Our team of professionals has worked in over 550 communities in 40 states and 5 countries. We are a four-person firm that focuses on client service. We work very closely with our clients to define the planning issues for their communities. Whether our solutions focus on an economic development strategy, retail market research, urban design, or historic preservation – we craft a custom process for each community built around three strategies:

Economic Solutions: Any plan can offer a vision for the future of a community. At Arnett Muldrow, we back the vision with thorough and thoughtful research into the economics that lead to implementation. Our research typically includes detailed retail market assessment and demographic analysis followed by real marketing solutions because getting the word out can be as important as crafting the plan.

Plans that Get Implemented: All of our planning efforts include detailed implementation strategies and action plans that detail the who, what, how, and when for every plan recommendation.

Arnett Muldrow Contact Information

Aaron Arnett, Principal
316 W. Stone Avenue
Greenville, SC 29609
Main: 864.233.0950
Email: aaron@arnettmuldrow.com
Web: www.arnettmuldrow.com

SECTION 1: **QUALIFICATIONS**

Recent TSW Project Experience Overview

TSW focuses on designing sustainable, healthy, and vibrant communities through a public engagement process that involves educating, listening, envisioning, and testing. TSW works closely with municipalities, private developers, and non-profit organizations to develop downtowns, activity centers, and corridor plans that protect historic resources, encourage compatible infill development, complement surrounding neighborhoods, and are community-supported, while focusing on market conditions and transportation impacts. Our experience means we are familiar with the breadth of issues important to communities and understand the tools available to make them more livable places. The matrix shows our team’s experience followed by our team’s highlighted experience and references.

TSW Team Relevant Experience Matrix		TSW PROJECT	ARNETT MULDROW PROJECT	DOWNTOWN / ACTIVITY CENTER PLANNING	MARKET ANALYSIS / RECOMMENDATIONS	TRANSPORTATION RECOMMENDATIONS	DESIGN STANDARDS / CODING	COMMUNITY/STAKEHOLDER ENGAGEMENT	VISIONING GRAPHICS
Albany Downtown Master Plan: Albany, GA		●		●	●	●		●	●
Alpharetta Downtown Master Plan: Alpharetta, GA		●		●	●	●	●	●	●
Alpharetta Envision Main Street: Alpharetta, GA		●		●		●		●	●
Auburn Downtown LCI: Auburn, GA		●		●	●	●		●	●
Austell Downtown Master Plan LCI Update: Austell, GA		●		●	●	●	●	●	●
Banks Crossing Redevelopment Plan: Commerce, GA		●	●	●	●	●	●	●	●
Buford Town Center LCI: Buford, GA		●	●	●	●	●	●	●	●
Canton Downtown Master Plan: Canton, GA		●		●	●	●	●	●	●
Clayton Downtown Master Plan: Clayton, GA		●		●	●	●		●	●
Crabapple Downtown Placemaking Plan: Milton, GA		●		●	●	●	●	●	●
Dawsonville Downtown Strategic Plan: Dawsonville, GA		●		●	●	●	●	●	●
Decatur Strategic Plan, LCI, Comp Plan: Decatur, GA		●		●	●	●	●	●	●
Douglasville Downtown Redevelopment: Douglasville, GA		●		●	●	●		●	●

SECTION 1: **QUALIFICATIONS**

TSW Team Relevant Experience Matrix	TSW PROJECT	ARNETT MULDRON PROJECT	DOWNTOWN / ACTIVITY CENTER PLANNING	MARKET ANALYSIS / RECOMMENDATIONS	TRANSPORTATION RECOMMENDATIONS	DESIGN STANDARDS / CODING	COMMUNITY/STAKEHOLDER ENGAGEMENT	VISIONING GRAPHICS
	Duluth Downtown Master Plan: Duluth, GA	●		●	●	●	●	●
Evans Town Center Development: Evans, GA	●		●	●	●	●	●	●
Goose Creek Comprehensive Plan: Goose Creek, SC	●	●		●	●	●	●	●
Jonesboro LCI Downtown Master Plan: Jonesboro, GA	●	●	●	●	●	●	●	●
Kingsport Downtown Master Plan: Kingsport, TN	●		●	●	●	●	●	●
Knowledge Park Master Plan: Rock Hill, SC	●	●	●	●	●	●	●	●
Lake City Downtown Master Plan: Lake City, SC	●	●	●	●	●	●	●	●
Lawrenceville Downtown Master Plan: Lawrenceville, GA	●		●	●	●	●	●	●
Loganville Downtown LCI: Loganville, GA	●	●	●	●	●		●	●
Monroe Town Center LCI: Monroe, GA	●	●	●	●	●	●	●	●
Pooler Main Street Master Plan: Pooler, GA	●	●	●	●	●	●	●	●
Powder Springs Downtown LCI: Powder Springs, GA	●		●	●	●	●	●	●
Peachtree City LCI: Peachtree City, GA	●		●	●	●	●	●	●
Statesboro Downtown Master Plan: Statesboro, GA	●		●	●	●	●	●	●
Stockbridge Downtown LCI: Stockbridge, GA	●		●	●	●		●	●
Sumter Downtown Master Plan: Sumter, SC	●		●	●	●	●	●	●
Suwanee Downtown Master Plan: Suwanee, GA	●		●	●	●	●	●	●
Tucker Downtown Master Plan: Tucker, GA	●		●	●	●		●	●
Winder Downtown LCI: Winder, GA	●	●	●	●	●	●	●	●

SECTION 1: QUALIFICATIONS

Springs in Motion – Livable Centers Initiative Plan Update & Implementation

Powder Springs, GA



TSW was retained to lead a multidisciplinary team to update the City of Powder Springs Town Center Planning LCI Study from 2002. The update focused on a community engagement process to craft a vision for revitalization for the downtown. An extensive community engagement process included public meetings, visioning workshop, online survey, visual preference survey, stakeholder interviews, core team meetings, and information booth at the Pink Ribbon 5K.

The framework plan that was developed included recommendations for on-street bike facilities to connect to the Silver Comet Trail, compact residential development along Lewis Road, infill development in the Downtown and Town Square areas, and enhanced streetscapes to improve mobility and sense of place. Overall, the plan calls for 258 new residential units and 30,500 square feet of new commercial space.

Following the LCI, TSW was retained to provide planning and full design services for the Town Green park, Amphitheater, and three historic building renovations.

CLIENT:
City of Powder Springs

PROJECT STATUS:
LCI completed in 2016
Town Green completed in 2020

- PROJECT HIGHLIGHTS:**
- LCI update to build on the 2002 study focusing on Downtown and Town Square areas
 - Extensive community engagement process that included a variety of outreach techniques

- RECOGNITION:**
- 2019 Georgia Planning Association - Outstanding Plan Implementation
 - 2020 Atlanta Regional Commission - Development of Excellence - Great Places Award for Powder Springs LCI Implementation: Town Green and Historic Building Renovations



OUTREACH // SURVEYS

BEAUTY IN POWDER SPRINGS

One question asked respondents what they found beautiful in Powder Springs. The top 3 features are (a three-way tie for third place)

- Historic Buildings / Character
- Small Town Feel
- Fresh / Silver Comet / Transit / The People



More than 50% of people who visit Downtown are "just passing through" however nearly 25% come for the restaurants, or errands and special events. Respondents could choose more than one option.



Most respondents said that restaurants would enhance their daily lives. Additionally, night life (47%), boutique / leisure shopping (35%), and festivals / events (35%) were noted as important additions. Respondents chose their top 3.



Major issues identified for the study area were a lack of retail options for both daily needs and leisure shopping (82% for each), a lack of parks, and a lack of job opportunities.



How Should the Study Area Be Revitalized?

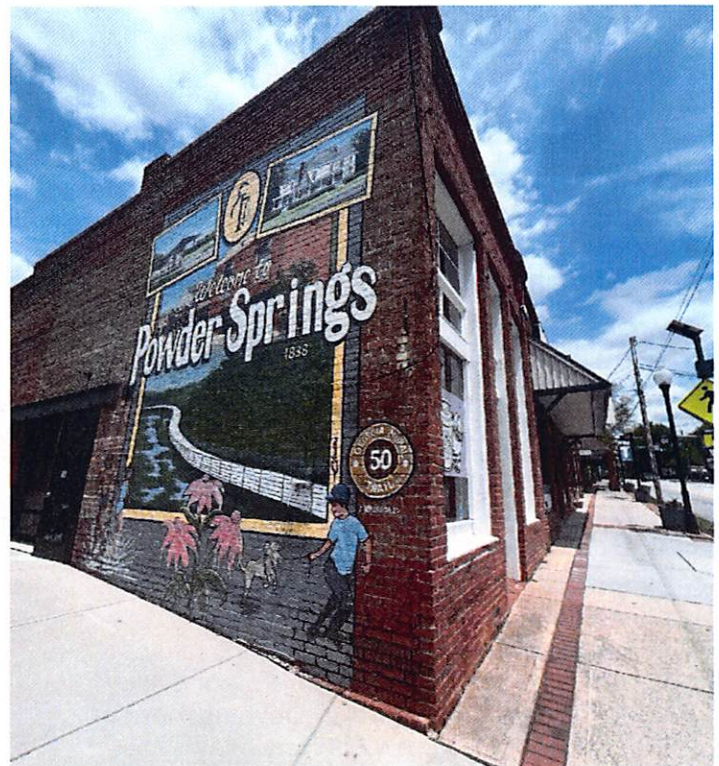
Respondents noted that restaurants, retail options, and a bar / brewery should be added to the study area to start the revitalization process. Additional revitalization methods included a park or plaza, art galleries or studios, infill development and building rehabilitation and townhomes. Respondents chose their top 3 options.



SECTION 1: QUALIFICATIONS

Springs in Motion – Livable Centers Initiative Plan Update & Implementation

Powder Springs, GA



SECTION 1: QUALIFICATIONS

Duluth Downtown Master Plan & Implementation

Duluth, GA



TSW was retained by the City of Duluth to develop their Downtown Master Plan to help establish a vision for the future of the downtown area as a true hometown and a regional magnet for commerce. The Master Plan details an implementation strategy of municipal projects, needed policy changes, and catalytic projects to fulfill that vision.

Following the Master Plan, TSW designed streetscapes for the downtown area focusing on a balance between vehicles and pedestrians. The streetscape is a two phase project on historic Main Street designed to accommodate outdoor dining, buskers, and mid-block crossings. The project has also increased the amount of on-street parking available in downtown Duluth.

Another implementation project that resulted from recommendations in the Master Plan is the catalytic project, the Parsons Alley Block. TSW developed Construction Documents for the site that includes a plaza area to serve the downtown area and adjacent restaurants with seating, bocce ball court, entertainment screen, play art structure, public art, and redesigned surface parking area.

CLIENT:
City of Duluth

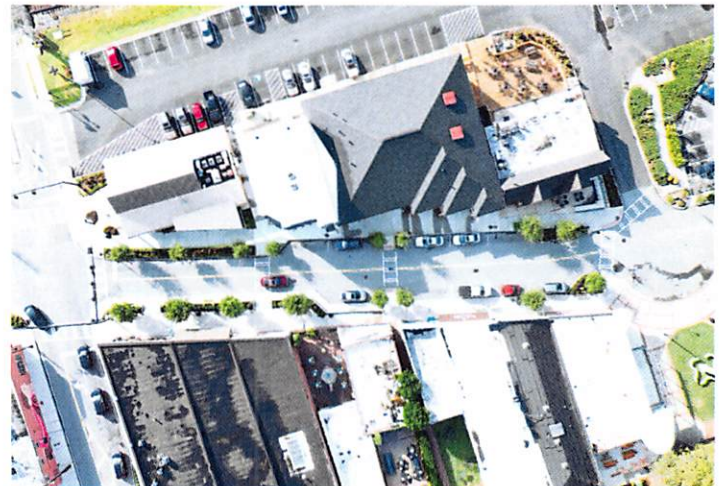
PROJECT STATUS:
Completed in 2015

PROJECT HIGHLIGHTS:

- Master Plan for Duluth’s downtown core to establish a vision for the future of the area
- Streetscape design and construction documentation
- Design and construction documents for Parsons Alley Block, a catalytic project

RECOGNITION:

- 2016 The Council for Quality Growth and Partnership Gwinnett - Neighborhood Redevelopment Award for Parsons Alley
- 2017 CNU - Charter Award for Parsons Alley
- 2017 ULI (Atlanta Chapter) - Development of Excellence for Duluth’s Parsons Alley



SECTION 1: QUALIFICATIONS

Duluth Downtown Master Plan & Implementation

Duluth, GA



SECTION 1: QUALIFICATIONS

Cultivate Lake City: Lake City Downtown Master Plan

Lake City, SC



TSW led a team, including Arnett Muldrow, to develop Lake City’s Downtown Master Plan. Lake City has a deep agricultural history, and has experienced recent revitalization through Downtown facade grants, new public spaces, private development, and the annual ArtFields festival. Downtown has an extensive collection of historic buildings home to many local businesses, and many important community resources are within walking distance. However, a CSX rail line accommodating 22 trains per day bisects the Downtown core, causes connectivity and safety issues. The plan’s vision was to create an active and inclusive Downtown by cultivating history, the arts, and the people of Lake City. The project involved an extensive public outreach effort with an online and paper survey (296 responses), focus groups, and a 3-day charrette with the entire consultant team that included open houses and public input.



The Master Plan consisted of design and policy goals to reach the vision:

- Support the relocation of Florence–Darlington Technical College Downtown;
- Encourage appropriate residential and commercial development Downtown;
- Make walking and biking easier;
- Facilitate the improvement of schools;
- Improve the inter-agency communication;
- Grow the arts and tourism industries.



CLIENT:

Greater Lake City Community Development Office

PROJECT STATUS:

Completed in 2016

PROJECT HIGHLIGHTS:

- Downtown Master Plan to guide future development and greater connectivity in the area
- Extensive public participation to ensure that the vision was community-supported



SECTION 1: QUALIFICATIONS

Cultivate Lake City: Lake City Downtown Master Plan

Lake City, SC



SECTION I: QUALIFICATIONS

Pooler Main Street Master Plan

Pooler, GA



The City of Pooler was originally founded in 1838 and was known as the last railroad station stop before Savannah on the Central of Georgia Railway during the Civil War. In the early years of Pooler’s development, dairies played a vital role in the economy and eventually a post office, gas stations, a theater, and a drug store were built in town. As the city continued to develop, Highway 80/Main Street was split into two roadways in the historic core, which created an island of parcels in between them.

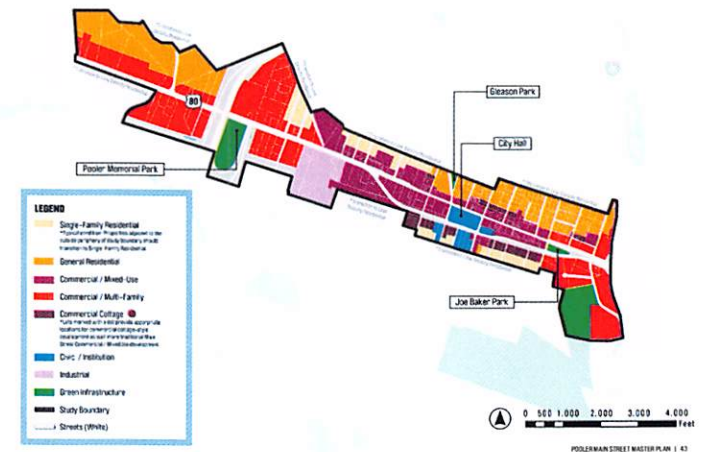
TSW was retained by the City of Pooler to develop their Main Street Master Plan and address the challenges along Main Street, focusing on leveraging the area’s history and recent development success; attracting businesses, jobs, and people; and developing recommendations to encourage quality design and development. As part of the process, TSW analyzed existing zoning, future land use, transportation/connectivity, community resources, demographics and economic conditions, and susceptibility to change. The public outreach process included public meetings, visual preference survey, SWOT analysis, stakeholder interviews, online survey, 3-day design workshop, and draft plan open house.

Using the plan’s vision to create “a thriving revitalized Main Street built on its small-town history and charm, with a connected pedestrian-friendly environment and active business community,” TSW developed recommendations based on the following design and policy goals:

- Design a comfortable transportation system for people of all ability levels
- Ensure appropriate transition between single-family areas and new development
- Create usable public spaces and encourage usage at parks
- Ensure that policies support desired business development growth of Main Street
- Protect historic structures and encourage their rehabilitation where feasible
- Promote compact infill development to serve the community and increase the residential population

FRAMEWORK PLAN

Figure 18



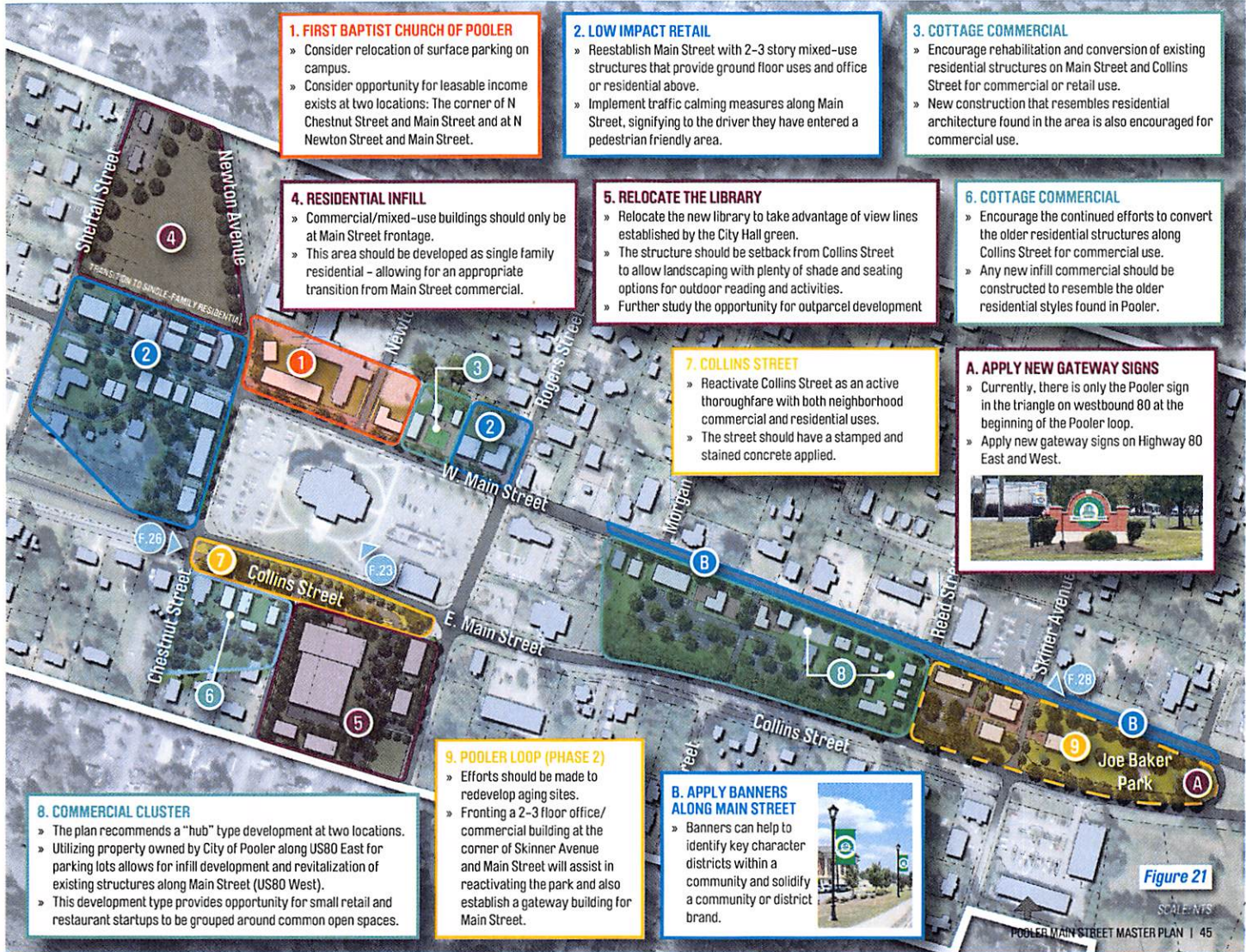
CLIENT:
City of Pooler

PROJECT STATUS:
Completed in December 2023

- PROJECT HIGHLIGHTS:**
- Master planning process that included a variety of community engagement activities
 - Framework plan to guide future growth and development
 - Examined key catalyst project opportunities, including low impact retail, residential infill, relocation of civic uses to capitalize on development opportunities, and activation of underused public spaces and streets

SECTION 1: QUALIFICATIONS

Pooler Main Street Master Plan
Pooler, GA



SECTION 1: QUALIFICATIONS

Douglasville Downtown Master Planning & Catalyst Projects

Douglasville, GA



Located in Douglas County, 20 miles west of Atlanta, the City of Douglasville is a growing community of approximately 35,000 residents. The City of Douglasville first retained TSW to create a plan for the City's downtown district that would outline a clear vision and achievable action items to further catalyze development. If fully implemented, the plan would add nearly 1 million square feet of new development, and recommended improvements would cost around \$40 million.

As part of the planning process, TSW sought input from the public with a variety of methods, including a Downtown Block Party booth and intercept survey, Visioning Workshop, Community Input Survey, Master Plan Committee, and a Draft Plan Presentation.

Following the Downtown Master Plan, TSW was retained by the City to create a downtown park from concept to construction documents. The goal was to create a park for the downtown district that would further catalyze the surrounding area. Designed to accommodate events ranging from community festivals to traveling shows, the Douglasville Town Green totals 2 acres, including an amphitheater (GreyStone Amphitheater) and supporting buildings, flex lawn, restrooms, playable art area, splash pad, iconic gateway sign and pedestrian bridge, art displays, custom outdoor furniture, large plaza, and surrounding streetscapes.

Recently, TSW was asked to continue design services for a Town Green addition and went through a competitive process to be selected for an update of the Downtown Master Plan, which will focus on building on the momentum of the previous plan.

CLIENT:

City of Douglasville, Downtown Development

PROJECT STATUS:

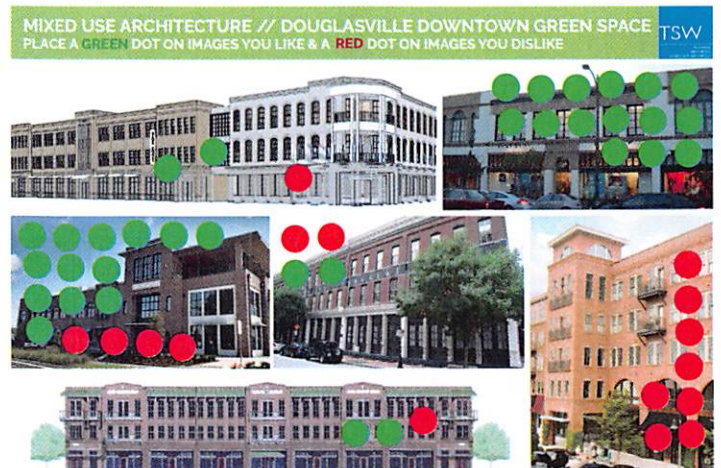
- Master Plan completed in 2017
- Downtown Greenspace completed in 2023
- Master Plan Update estimated completion December 2024

PROJECT HIGHLIGHTS:

- Downtown Master Plan & 10-Year Strategic Plan to guide development activities and physical improvements
- Community-based planning process with a variety of methods to gather feedback
- Planning and design for Town Green & GreyStone Amphitheater catalyst project
- Recently selected to lead the Downtown Master Plan Update

RECOGNITION:

- 2024 GA Association of Convention & Visitors Bureaus Trailblazers Award for the Town Green & GreyStone Amphitheater



SECTION 1: QUALIFICATIONS

Douglasville Downtown Master Planning & Catalyst Projects

Douglasville, GA



SECTION I: QUALIFICATIONS

Maryville Downtown Master Plan

Maryville, TN



The City of Maryville (population 31,907) has a rich history dating back to its original incorporation in 1795. From its founding over two centuries ago to present day, downtown Maryville continues to be the heart of the city representing its past, present, and future. The planning area for downtown Maryville encompasses approximately 210 acres bordered by US-321/Lamar Alexander Parkway, Washington Street and the northeast edge of the city limits with Alcoa.

The TSW Team was retained by the City of Maryville in early 2023 to develop a master plan for the downtown area, creating a long-term vision for the downtown. The planning process has included a public engagement process to gauge the community's long-term goals and desired outcomes for the downtown area and build on those goals for project and policy recommendations. Some of the key components of the Master Plan will include:

- Conducting an existing conditions analysis of the study area - regulatory, economics, transportation, parking, etc.
- Developing a complete building inventory
- Strengthening the city's designation as a Main Street community
- Identifying regulatory or other impediments to future development
- Incorporating downtown brand and ongoing downtown initiatives
- Developing small area studies for three catalytic sites in the downtown area
- Identifying capital projects consistent with the community vision and possibility of implementation

CLIENT:

City of Maryville Development Services

PROJECT STATUS:

Estimated completion early 2024

PROJECT HIGHLIGHTS:

- Comprehensive Downtown Master Plan detailing the state of downtown and its future vision, focusing on economic investment, housing options, public spaces, placemaking, connectivity and accessibility, and increasing downtown's customer base
- Public engagement process that included a variety of activities

MARKET SNAPSHOT

RETAIL MIX

One in four businesses in Downtown Maryville are retailers and restaurants, with a strong concentration of neighborhood services.

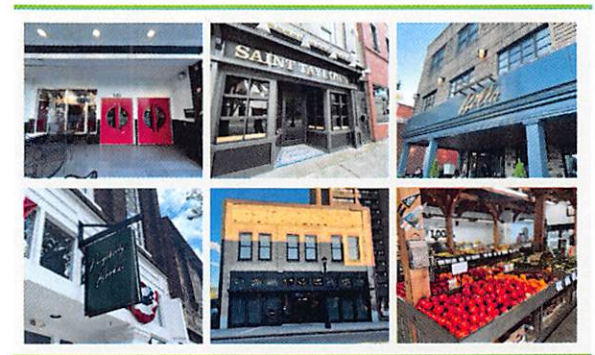
Downtown Maryville's retail orientation is predominately locally serving based on the retail mix, signifying opportunities to bolster the retail mix towards more of a destination.

14% of Maryville's retailers are located in the study area.



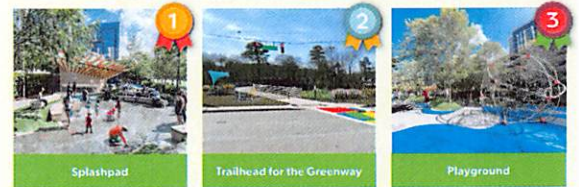
Approximately 8% of the city's merchandise retail spending and 10% of restaurant spending occurs downtown

Data Source: Infragroup (2021)



VPS RESULTS

TOP THREE MOST NEEDED GREENSPACE ELEMENTS



TOP THREE MOST NEEDED STREETScape ELEMENTS



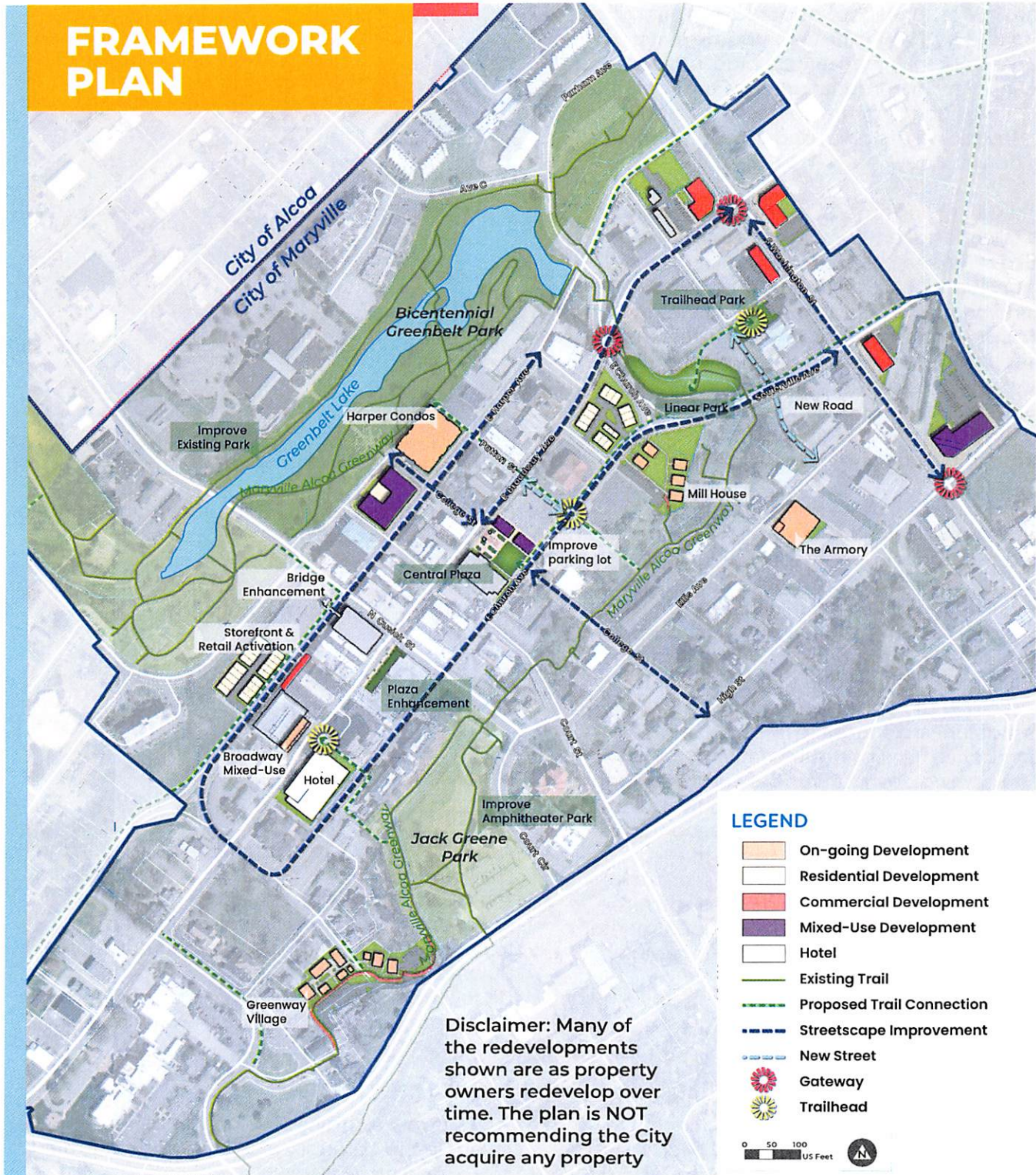
TOP THREE PREFERRED RESIDENTIAL BUILDING SCALES



SECTION 1: QUALIFICATIONS

Maryville Downtown Master Plan

Maryville, TN



SECTION 1: QUALIFICATIONS

Blueprint Jonesboro LCI + Supplemental Study + Broad Street Implementation

Jonesboro, GA



In 2017, the City of Jonesboro adopted Blueprint Jonesboro (led by TSW), a 10-year update to its 2003 Livable Centers Initiative (LCI) plan. It focused on attracting new restaurants and businesses, increasing housing opportunities, constructing a new City Hall facing the park, and creating a more walkable downtown.

In 2018, the City of Jonesboro applied for additional LCI funds to undertake a supplemental study that would build upon the concept plan developed by the original Blueprint, while incorporating new ideas and advancing implementation funding. Like the previous plan, meaningful community involvement was a critical component to the planning process. The process involved close collaboration with the City of Jonesboro staff and elected/appointed officials, an Advisory Group, and residents of Jonesboro and nearby communities.

The resulting plan had three components: the Downtown Core Master Plan, the Trails Master Plan, and design development for the Municipal Complex. The Downtown Core Master Plan suggests opportunities to reinforce and revitalize Downtown Jonesboro, such as affordable housing for active adults, diverse housing options, improvements to the adult learning center fronting the park, and improvements to Lee Street Elementary School. The Trails Master Plan sought to improve upon the existing active transportation network and connect downtown destinations by recommending new sidewalks, trail alignment, connections to the nearby Clayton Connects trail system, secondary connections, and shared streets. Lastly, the Municipal Complex design was the result of case study analysis and workshops and meetings with City staff and police department. The supplemental study produced a site plan, elevations, floor plans, and 3-D renderings.

Following the Supplemental Study, TSW was tasked with transforming a City-owned block of downtown along Broad Street. The Broad Street Plaza and Streetscapes project was a collaborative effort that involved all of TSW's studios. The Planning Studio completed master planning and overall site



design, the Landscape Architecture Studio designed the public spaces and streetscapes, and the Architecture Studio focused on the rehabilitation of the former fire station into a restaurant/brewery and designed the new performance stage.

CLIENT:
City of Jonesboro

PROJECT STATUS:
Completed in 2018

- PROJECT HIGHLIGHTS:**
- The Downtown Core Master Plan built upon the previous plan.
 - The Trails Master Plan created a network of new multi-use paths and sidewalk improvements to connect destinations within and outside Downtown Jonesboro.
 - Case studies of City Halls provided design and programming inspiration for the Municipal Complex concept.

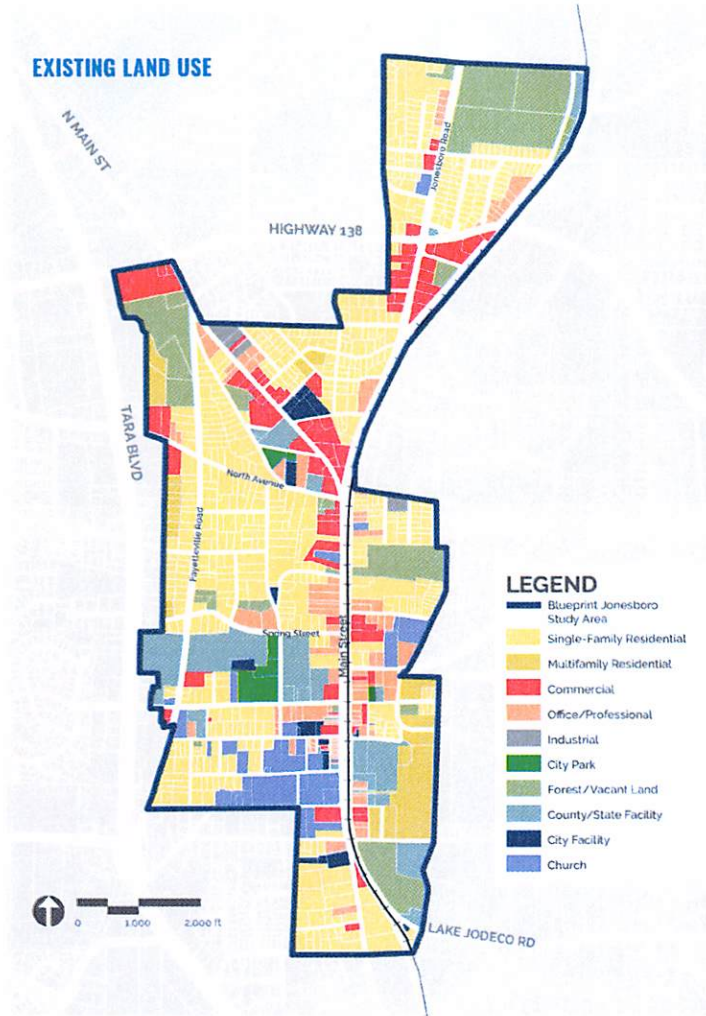
RECOGNITION:

- 2021 Metro Atlanta Redevelopment Summit Award in the category of Small Redevelopment

SECTION 1: QUALIFICATIONS

Blueprint Jonesboro LCI + Supplemental Study + Broad Street Implementation

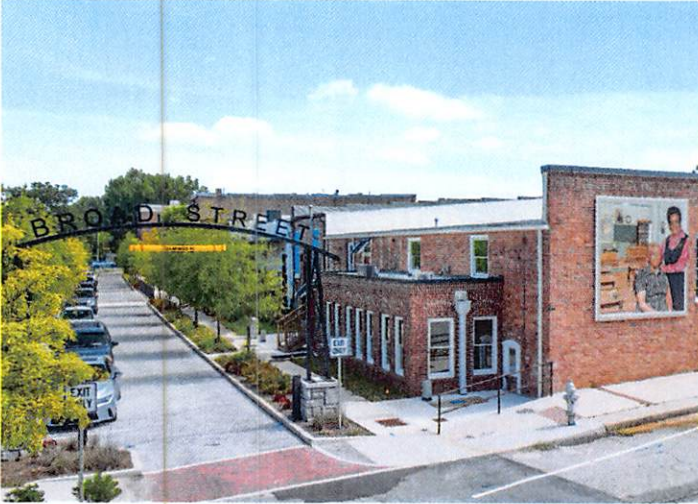
Jonesboro, GA



SECTION I: QUALIFICATIONS

Blueprint Jonesboro LCI + Supplemental Study + Broad Street Implementation

Jonesboro, GA



SECTION 1: QUALIFICATIONS

MASTER PLANNING



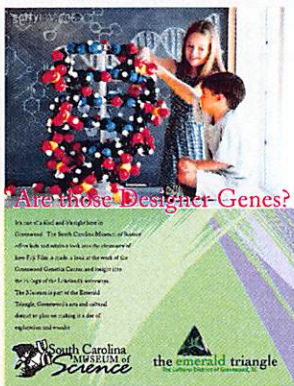
Greenwood, South Carolina

Winner 2017 Great Places in America Award
by the American Planning Association



Client Contact

Charlie Barrineau
Field Services Manager
Municipal Association of SC
cbarrineau@masc.sc
803.354.4792



Greenwood, South Carolina is the urban center of a five-county area with a population of over 200,000. From its start as a railroad stop, Greenwood quickly grew into a city of textile mills. With the decline of the textile industry, Greenwood has reinvigorated its economy through diversifying its industry.

Like so many towns, however, its downtown has suffered as retailers have moved to suburban locations. Recognizing that a healthy core is vital to overall economic development, the Greenwood Partnership Alliance hired Arnett Muldrow & Associates to conduct a detailed study of Uptown.

The plan included detailed design for new visitor amenities to the district in a central area that Arnett Muldrow coined "The Emerald Triangle." The Emerald Triangle will include a history center, theatre, arts complex, and ultimately a major regional science center, a market assessment of the Center City, a

marketing plan, and a financial strategy to implement the plan.

The financing plan calls for a series of bonds over a ten-year period to provide phased public improvements alongside major private investment initiatives to bring residential living into the community and new shops and restaurants.

Since the completion of the plan, Greenwood was awarded a \$1 million grant from the SC Department of Commerce for revitalization and has implemented a financing plan that is underwriting nearly all of the improvements recommended in the plan.

Arnett Muldrow & Associates, Ltd. continues to work with the Greenwood Partnership Alliance and is currently working on a plan to better link Uptown Greenwood with the community's research park and medical facilities at Self Regional Hospital.

SECTION 1: QUALIFICATIONS

ECONOMIC DEVELOPMENT



Botetourt County Virginia

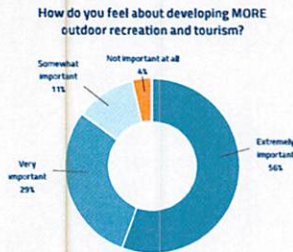
Client Contact

Heather Fay
Regional Program Director
Roanoke Regional Small Business
Development Center
hfay@roanokesmallbusiness.org
540.632.1174



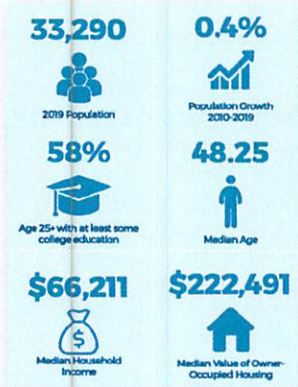
In 2019, the Roanoke Regional Small Business Development Center and Botetourt County Economic Development hired Arnett Muldrow to develop a Small Business Development Framework for Outdoor Recreation, Agritourism and Ecotourism.

In addition to stakeholder interviews and community meetings, a public input process included an online survey to gauge residents and recreation users' perspectives. A SWOT analysis detailed opportunities and challenges within the county and a market analysis identified demand for new or expanded businesses.



The process was a collaborative effort, engaging the county's towns and communities as well as local businesses and regional development partners. The focus was on building economic prosperity for local businesses that support the county's outdoor recreation, ecotourism, and agritourism industry.

The planning effort culminated in a Small Business Summit and a Small Business Development Framework that includes business development strategies for RRSBDC, Botetourt County Economic Development, and the towns and communities of Botetourt to build a healthy small business and entrepreneurial ecosystem.



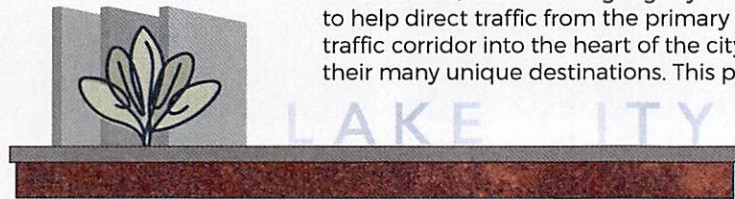
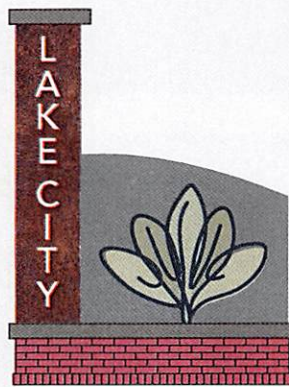
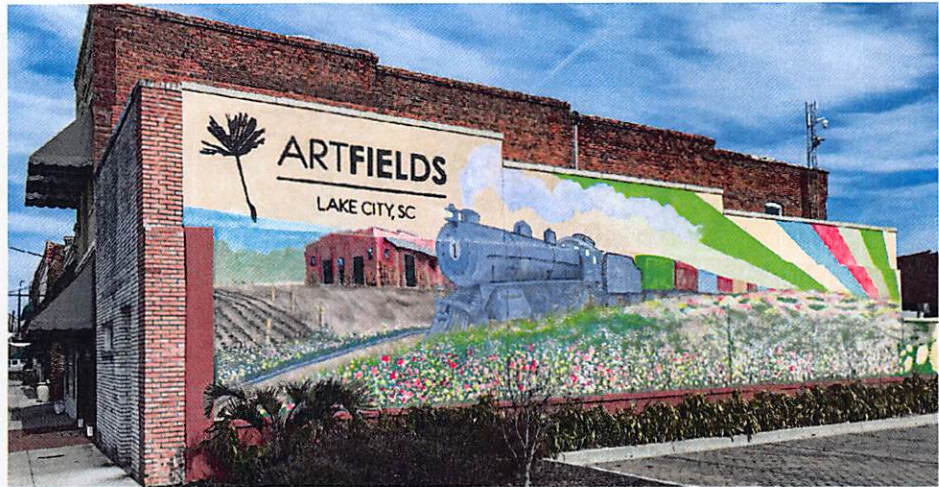
SECTION 1: QUALIFICATIONS

WAYFINDING



Lake City South Carolina

Client Contact
 Randy Wilson
 Project Architect
 Greater Lake City Community
 Development Office
 randylwilson@me.com
 803.240.9050



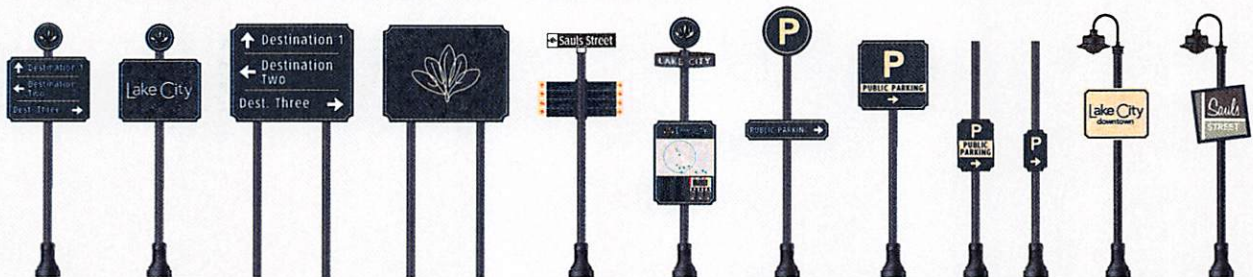
In 2017, Arnett Muldrow was hired by Greater Lake City Community Development Office to develop a wayfinding master plan for Lake City, South Carolina.

The goal of the wayfinding master plan was to cultivate the visitor experience, generate community pride, and develop an attractive, consistent signage system to help direct traffic from the primary traffic corridor into the heart of the city to their many unique destinations. This plan

also included pedestrian signs, parking signs, custom street signs, and recommendations for signage for the Sauls Street character district.

This system was inspired by the historic architecture and agricultural heritage of downtown Lake City.

The process consisted of reconnaissance of existing conditions, stakeholder roundtable sessions, identifying and ranking system destinations, designing sign typology, developing a sign schedule, as well as providing cost estimates phasing strategies and for implementation.



SECTION I: QUALIFICATIONS

TSW Team Organizational Chart

TSW TEAM PROJECT MANAGEMENT:

Principal-in-Charge: Adam Williamson

Project Manager: Ryan Snodgrass

COMMUNITY ENGAGEMENT

Adam Williamson
Ryan Snodgrass
Bert Kuyrkendall
Beverly Bell
Alanna Fairburn
Aaron Arnett
+ Support Staff



LAND USE, URBAN DESIGN & PLACEMAKING

Adam Williamson
Ryan Snodgrass
Bert Kuyrkendall
Beverly Bell
Alanna Fairburn
+ Support Staff

TRANSPORTATION

Bert Kuyrkendall
Adam Williamson
+ Support Staff

ECONOMICS & FEASIBILITY

Aaron Arnett
Adam Williamson
Ryan Snodgrass
+ Support Staff

RECOMMENDATIONS & FINAL DOCUMENT

Adam Williamson
Ryan Snodgrass
Bert Kuyrkendall
Beverly Bell
Alanna Fairburn
Aaron Arnett
+ Support Staff

SECTION 1: QUALIFICATIONS



Adam Williamson, AICP, PLA, LEED AP Principal-in-Charge / CommunityPlanner

Adam, a Principal at TSW with over 20 years of experience, is a planner and landscape architect who specializes in planning and revitalization of downtowns and corridors. He has worked on a variety of implemented projects, including rural to urban master plans, coding efforts, streetscape revitalization projects, and parks and open spaces. Adam has extensive experience leading public charrettes and workshops to develop realistic community vision plans.

Education:

1997 Bachelor of Landscape Architecture
University of Georgia

Professional Status:

- Registered Landscape Architect: GA, NC, SC
- AICP
- LEED Accredited Professional

Professional Affiliations:

- American Planning Association
- Georgia Planning Association
- Urban Land Institute
- CNU

Awards:

- 2020 GPA Outstanding Planning Process for One Chamblee Comprehensive Plan
- 2019 APA Small Town and Rural Planning Division - Vernon Deines Award: Downtown Kingsport Master Plan



Representative Projects:

City of Kingsport Downtown Master Plan (Kingsport, TN) - Principal-in-Charge for downtown master plan focusing on redevelopment opportunities and physical enhancements to promote a more sustainable core.

Douglasville Downtown Master Plan & 10-Year Strategic Plan (Douglasville, GA) - Principal-in-Charge to create a plan for the City's downtown district that outlines a clear vision and achievable actions items to build on catalytic development, adding nearly 1 million square feet of new development and much needed physical enhancements of streetscapes and public spaces.

City of Duluth Downtown Master Plan and Main Street Streetscape (Duluth, GA) - Principal-in-Charge for a 30-acre downtown area focusing on planning of mixed-use projects with a developer and City. The project included recommendations on how to improve the existing three acre downtown park and construction documents for Main Street and Parsons Alley that have outdoor dining, art, and entertainment space.

City of Clarksville Downtown Parking & Street Network Study (Clarksville, TN) - Principal-in-Charge/Project Manager for community-based vision for on-street parking, connectivity, and pedestrian and bike travel.

City of Powder Springs LCI Update (Powder Springs, GA) - Principal-in-Charge for Livable Centers Initiative Study that focuses on the study area's preservation and enhancement and includes an extensive public engagement process.

Argenta District Downtown Master Plan (North Little Rock, AR) - Co-Project Manager for comprehensive master plan for this downtown district, including detailed analysis maps, conceptual redevelopment plans, and form-based zoning recommendations.

Tucker Downtown Master Plan (Tucker, GA) - Principal-in-Charge for planning study that focuses on creating a walkable, active, and prosperous downtown that supports retail and offices uses, and enhances the connectivity and vibrancy of the area.

City of Austell Downtown Master Plan Update LCI (Austell, GA) - Principal-in-Charge for a Livable Centers Initiative study that created an ambitious redevelopment plan that focuses on enhancing housing choice, job creation, public spaces, placemaking, and connectivity and accessibility.

SECTION 1: QUALIFICATIONS



Ryan Snodgrass, CNU-A

Project Manager / Community Planner

Ryan, an Associate at TSW, is a planner specializing in placemaking and redevelopment studies. With a combined background in landscape design, urban design, and historic preservation, Ryan provides a unique understanding of the built environment. His applied skills include community planning, infill development/strategies, heritage and historic preservation, design guidelines, community engagement, and research. In everything he does, Ryan seeks to understand a place’s culture and develop implementation strategies that are grounded in best practices and community input.

Education:

2012 Master of Urban Design, Savannah College of Art and Design

2009 Bachelor of Science in Environmental Design, Auburn University

Professional Status:

- Congress for the New Urbanism - Accredited

Professional Affiliations:

- Congress for the New Urbanism
- American Planning Association

Awards:

- 2020 GPA Outstanding Planning Process: One Chamblee Comprehensive Plan
- 2013 GPA Outstanding Planning Document: Augusta Sustainable Development Implementation Program

Representative Projects:

Blueprint Jonesboro (Jonesboro, GA) - Project Manager for Livable Centers Initiative plan focusing on creating a vision for the future of downtown that will grow the local economy, leverage Lee Street Park, encourage appropriate development, make walking and biking easier, and revitalize Main Street.

Blueprint Jonesboro - Supplemental Study (Jonesboro, GA) - Project Manager for a supplemental Livable Centers Initiative plan focusing on furthering the vision of Blueprint Jonesboro to redevelop downtown, create a new municipal complex, and develop a system of multi-use trails.

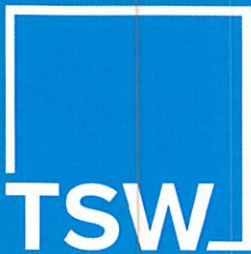
City of Pooler Main Street Master Plan (Pooler, GA) - Project Manager for a strategic master plan for the city’s historic Main Street, focusing on redevelopment and infill efforts to help grow and enhance the downtown area.

Roswell Historic District Master Plan (Roswell, GA) - Project Planner for a master plan and code changes for the Roswell Historic District, a 544-acre area that includes hundreds of historic buildings and key civic sites. The plan sought to develop a vision for the district’s future that would allow future growth without compromising its beloved historic character.

Auburn Town Center (Auburn, GA) - Project Manager for a master plan study to explore development and phasing scenarios within historic downtown Auburn, including a new City Hall/Municipal Complex, residential units, and adaptive reuse of underutilized historic structures.

City of Sandy Springs North End Design Redevelopment Concepts (Sandy Springs, GA) - Project Manager for redevelopment concept plans for four underutilized redevelopment sites focusing on policies with key metrics, Opportunity Zones, potential for site re-zonings, code changes, and development incentives. Process included an extensive public participation effort to guide design direction.

Downtown Main Street (Alpharetta, GA) - Project Planner for 13-acre mixed-use development site in downtown Alpharetta. The site plan includes a 25,000 SF brewery, 64,500 SF of office, 25,800 SF of retail and restaurants, and a variety of residential. TSW developed a conceptual site plan that includes plaza areas, streetscapes, private courtyards and amenity areas, and a multi-use trail to connect to other parts of the city.



SECTION 1: QUALIFICATIONS



Bert Kuyrkendall, AICP, PE

Senior Associate / Transportation Planner and Engineer

Bert, a Senior Associate at TSW, has more than 25 years of experience as a Transportation Planner and Engineer. Bert’s planning work focuses on helping cities and towns become more sustainable, just, and livable places. He has led and collaborated on numerous comprehensive plans, corridor studies, multimodal network plans, and Complete Streets design projects. As an engineer and planner, Bert is able to bring a balanced approach to transportation planning and implementation. He has shepherded many projects from concept design and public input, to estimating and budgeting, grant application, schematic and engineering design, bidding, construction oversight, and maintenance.

Education:

1995 Bachelor of Science in Civil Engineering
Mississippi State University

1993 Bachelor of Arts in Mathematics
Belhaven University

Professional Status:

- Registered Engineer: AL, GA, MS, TN
- American Institute of Certified Planners

Professional Affiliations:

- Bike Walk Tennessee, Board Member
- APA
- CNU (Accredited)
- Association of Pedestrian and Bicycle Professionals

WORK EXPERIENCE:

Prior to joining TSW, Bert was a Transportation Planner and Engineer with Orion Planning + Design, MOD Transportation Consulting, Gresham Smith, and City of Chattanooga.

Representative Projects:

City of Maryville Downtown Master Plan (Maryville, TN) – Mobility Lead for Downtown Master Plan to help city and civic leaders activate streets, fill vacate store fronts, and create more vibrant and welcoming public spaces. The mobility sector of the plan contributes to this effort with the goal of creating a more walkable town center, recommending streetscapes which accent and serve existing and new development, facilitate walking and biking connections from neighborhoods, and proposed street sections which promote traffic calming, add on-street parking and provide multimodal facilities.

Knox County Greenway Corridor Studies* (Knox County, TN) – Engineering Lead to develop conceptual greenway corridors and detailed alignment plans to enable the County to take next steps in developing a county-wide network of greenways and sidepaths. Multiple public workshops were held to garner broad engagement with residents, businesses, stakeholder groups and elected officials. The final plan detailed specific planned greenway routes, cost estimates for construction and ROW, and prioritization based on analysis criteria.

Madison Comprehensive Plan* (Madison, AL) – Mobility Lead for Madison on Track 2045 Comprehensive Plan. Mobility plan components include: city-wide plan for greenways, sidepaths, natural trails, and bikeways; prototypical street sections for future development; sidewalk mapping update and gap analysis; street connectivity analysis; travel demand model update; intersection improvement recommendations; and recommendations to accommodate proposed regional bus rapid transit.

Tuscaloosa Transportation Standards* (Tuscaloosa, AL) – Project Lead to develop transportation standards that regulate the design process and standards for pedestrian, bicycle, transit, and vehicular facilities and help set the vision for how the City develops from a mobility perspective.

* Completed while with another firm



SECTION 1: QUALIFICATIONS



Beverly Bell Community Planner

Beverly is a Project Manager and Community Planner in TSW’s Planning Studio and lives in Chattanooga, Tennessee. She has a background in sustainable development with a range of professional experience that includes community planning, urban design, public parks, campus design, multifamily residential, and ecological assessment. She serves as Chair of the Chattanooga Form-Based Code Committee.

Education:

2014 Master of Landscape Architecture
University of Georgia

2011, Bachelor of Science, Sustainable Development: Community, Regional & Global Development Concentration
Appalachian State University

Awards:

- 2021 National ASLA Honor Award in Urban Design: Market + Georgia Public Space, “The Porch”

Work Experience:

Beverly was at TSW for 3+ years (2016-2019) before moving to Chattanooga where she was an urban designer for 2.5+ years (2019-2022) with the Chattanooga Design Studio.

Representative Projects:

The Porch (Chattanooga, TN) - Project Manager and Planner for community-led design process to transform the public space surrounding downtown’s densest residential building, into a community meeting grounds, with connections to the surrounding public spaces. The community engagement strategy focused on a combination of traditional methods such as surveying, in addition to creative artist-led engagements and pop-up events.

Town Center CID Creative Placemaking Plan (Kennesaw, GA) - Project Manager and Planner for placemaking master plan to facilitate community connections and encourage economic development. The plan emphasizes public art and cultural arts programming developed through a community outreach strategy and provides recommendations that include costs, phasing, funding, and maintenance strategies.

Hall County Forward Comprehensive Plan (Hall County, GA) - Project Manager and Planner for Comprehensive Plan intended to balance opportunities for economic growth with the desire to maintain rural character.

East Kenosha Corridor Study (Broken Arrow, OK) - Planner for approximately 5-mile corridor study focusing on land use and design regulations to help implement the Broken Arrow NEXT Plan and foster development that creates a strong sense of place.

City of Maryville Downtown Master Plan (Maryville, TN) - Project Manager and Community Planner to develop a comprehensive Downtown Master Plan detailing the state of downtown and its future vision, focusing on economic investment, housing options, public spaces, placemaking, connectivity and accessibility, and increasing downtown’s customer base. The planning process included a public engagement process to gauge the community’s long-term goals and desired outcomes for the downtown area and build on those goals for project and policy recommendations.



SECTION 1: QUALIFICATIONS



Alanna Fairburn

Community Planner + Designer / Community Engagement Support

Alanna is a community planner and designer in the Planning and Landscape Architecture Studios. She is passionate about planning harmonious environments through human centered design. Alanna’s other areas of focus include Environmental Graphics, Marketing, and Graphic Design, and Community Outreach.

Work Experience:

Prior to joining TSW in 2021, Alanna was a product designer at Rustic Trades Furniture, creating custom furniture and branding items for commercial spaces.

Representative Projects:

City of Statesboro Downtown Master Plan (Statesboro, GA) – Planner for development of a Downtown Master Plan for Statesboro, focusing on market-driven redevelopment strategies, using the Downtown District as the city’s gateway, review and recommendations for the Design Standards for the Downtown District, and detailed guide for implementation.

City of Austell Downtown Master Plan Update LCI (Austell, GA) – Environmental and Wayfinding Designer for Livable Centers Initiative Study to create an implementable vision for the City of Austell, driving economic development and focusing on creative placemaking. Responsible for identifying opportunities for public art, wayfinding, lighting, outdoor furniture, and streetscape enhancements. Detailed work included three different wayfinding themes that focused on color palette and materials, conceptual designs for city entrance monument, light post directional signage and banners.

Decatur Destination 2030 (Decatur, GA) – Planner for a streamlined process for developing updates to the Strategic Plan, Livable Centers Initiative, and Comprehensive Plan into one effort with the mission to: 1) Think holistically, 2) Confront climate challenges, 3) Work together, 4) Embrace accountability, and 5) Pioneer innovation.

Town Center CID Creative Placemaking Plan (Kennesaw, GA) – Planner, Graphic Designer, and Outreach Coordinator for placemaking master plan to facilitate community connections and encourage economic development. The plan emphasizes public art and cultural arts programming developed through a community outreach strategy and provides recommendations that include costs, phasing, funding, and maintenance strategies.


City of Pooler Main Street Master Plan (Pooler, GA) – Planner for a strategic master plan for the city’s historic Main Street, focusing on redevelopment and infill efforts to help grow and enhance the downtown area.

Cherokee County Parks and Trails Area Plan (Cherokee County, GA) – Planner for development of a parks and trails area plan for the northeast portion of the county that addresses underutilized parcels owned or leased by the County to provided new recreational opportunities along with a system of arterial trails to connect the parks.

Education:
2018 Bachelor of Industrial Design
Auburn University

Awards:

- 2021 Georgia Planning Association Outstanding Planning Process for City of Decatur’s Destination 2030



Aaron Arnett, AICP Principal



Aaron Arnett has over twenty years experience in a variety of planning areas including economic development, downtown planning, neighborhood planning, and historic preservation. His focus has been on helping communities realize their true economic potential through urban planning and design.

Aaron has worked at all levels of local government including municipal, county, and regional planning organizations. He has created economic development strategic plans and market studies for communities across the country, and has worked extensively on downtown master plans, comprehensive planning, tourism development, and marketing plans.

Aaron is a skilled presenter having addressed various community interest groups and organizations. He has presented at the NC Institute of Government's Summer Planning Institute, NC Main Street Conferences, SC Main Street Managers' workshop, Southwest Virginia Creative Economy Conference, NCDDA Planning Workshop, and lectured at both Clemson University and the University of Georgia.

Aaron enjoys living in Greenville, SC and served his community in various planning capacities including chairing the Design and Preservation Commission for downtown and its historic neighborhoods, as well as a being a committee member for the Plan-It Greenville Comprehensive Plan.

Education

Bachelor of Science in Design, Clemson University (1993)

Master of City and Regional Planning, Clemson University (1996)

Experience

2002-Present - Arnett Muldrow & Associates

Principal/Business Manager, Greenville, SC

Performs downtown and community master planning with specialization in historic preservation and economic development.

2001-2002 - MCA Urban Planning

Urban Planner, Greenville, SC

Project manager for a variety of planning projects in the areas of economic development and historic preservation.

1997-2001 - City of Salisbury, NC

Senior Planner, Salisbury, NC

Managed the City's historic preservation, neighborhood improvement, and annexation activities. Served as staff planner for comprehensive plan, downtown master plan implementation team, and various corridor studies.

1996 - London Planning Advisory Committee (LPAC)

Planning Technician, London, England

Performed planning services of LPAC, the statutory transportation and planning committee for London's 33 Burroughs, and the London Walking Forum to design, assemble, and market a 2000km network of green walking routes throughout greater London.

Professional Memberships

American Planning Association

American Institute of Certified Planners

National Trust for Historic Preservation

SECTION 2:

Scope & Methodology

Planning Process Overview

The development of a Downtown Master Plan for Cartersville will provide a clear vision for future growth and development and public area enhancements. This process will engage the community, local leaders, and City staff to better understand goals and priorities, determine changing conditions, and develop an implementation plan that will direct decision-making and administrative actions. Below are some key areas that our team will focus on during the planning process.



Community + Stakeholder Engagement

TSW believes that the most successful plans are supported through meaningful community and stakeholder outreach and effective listening. Whether we are working with a local government, neighborhood organization, or private entity, we believe that engaging stakeholders in the planning process results in a better outcome for everyone. In the past 10 years, our staff has conducted over 300 workshops in more than 50 cities and counties. This gives us a deep respect for the fact there is no one-size-fits-all approach to engagement, and that every effort must be customized to the needs of a specific place. The TSW Team will work with City staff to finalize a Public Engagement Plan that will ensure widespread participation through in-person public meetings, virtual opportunities, workshops, interviews, and “pop-up” engagements at community events.



Visioning

TSW grounds the visioning process in reality – upholding creative thought, but using market research, similar project case studies, site analysis, and community and stakeholder engagement, to inform the vision – in order to guarantee a community-supported and actionable plan. Through our research and engagement, we establish guiding principles specific to the project that we use to ensure that master planning decisions address the overall vision.



Placemaking

TSW focuses on compelling layers of design that can be implemented in immediate-, short-, and long-term timelines. Our plans focus on building and enhancing the “bones” of a community – starting with a connected street network; incorporating parks and public spaces; providing a variety of housing opportunities to accommodate people at various stages in life; and creating vibrant activity centers that meet the needs of nearby residents while also serving as employment hubs.



Implementation

Through community and stakeholder engagement, existing conditions and technical analyses, understanding market conditions findings, visioning, and placemaking, we create plans and designs that can be realized. We balance and prioritize recommendations with cost feasibility to form plans that can be effectively phased. We work with municipalities to develop regulations and standards that will direct not only growth, but also character and sense of place.

SECTION 2: SCOPE & METHODOLOGY

Task 1: Existing Plan Assessment

1.1: Hold an Initial Consultation Session & Site Visit with the City and DDA staff to finalize:

- Study area boundary
- Available data resources
- Detailed schedule for meetings, review periods, and deliverables
- Public Engagement Plan
- Roles and responsibilities

The session will also include a walking tour of the study area with City and DDA staff to better understand challenges and opportunities.

1.2: Collect Available Data from Local, Regional, State, and Private Resources as determined in the Initial Consultation Session. (Note: City to provide GIS data.)

1.3: Conduct an Assessment of Existing Planning Studies to avoid duplication of efforts and build on the work already accomplished.

1.4: Prepare Land Use & Zoning Analysis:

- Identify existing land use patterns
- Evaluate existing Downtown Overlay District
- Identify vacant and underutilized buildings and land
- Examine future land use policies
- Identify infill development/redevelopment opportunities

1.5: Prepare Transportation & Infrastructure Analysis:

- Review transportation plans and traffic data
- Assess existing street network connectivity and circulation
- Inventory pedestrian and bicycle facilities, including ADA facilities
- Inventory and assess parking supply
- Assess stormwater management infrastructure and regulations

Task 2: Housing & Market Analysis

2.1: Data Collection:

- Assessment of existing retail, office, and residential in the study area (type, size, utilization of space, number of employees, sales tax generation, etc.)
- Underutilized retail and office space

2.2: Market and Trade Analysis:

Conduct market and trade area analysis that outlines baseline market conditions and area-wide competitive assessment for primary, secondary, and potentially tertiary trade areas:

- Economic and demographic analysis - population and household growth; households by age and income profiles; market segmentation analysis of various household characteristics; retail spending patterns; employment and job sector characteristics; and daytime population and commuting patterns
- Residential Demand - for-sale residential market activity, product type, and development pipeline; performance of rental housing market, residential demand in the market area and how much could be captured in the study area; and suggest potential future demand for for-sale and for-rent residential

SECTION 2: SCOPE & METHODOLOGY

- Commercial Demand – current inventory and planned development; potential commercial demand from residents, visitors, and daytime workers; current and future demand potential of retail sales to determine greatest potential for future retail growth in the study area (convert potential spending to potential future retail square feet)
- Conclusions regarding future development potential – estimates for future demand in the study area for residential and commercial and identify best practices and/or new development incentives or financing mechanisms for including public and private sources of funding

Task 3: Public Input

The TSW Team will work with the City of Cartersville and DDA to finalize Public Input activities during the Initial Consultation Session. Based on the RFP and similar planning efforts, we are recommending the following:

3.1: Public Engagement Plan. The TSW Team will work with the City of Cartersville and DDA to finalize Public Input activities during the Initial Consultation Session that will include:

- Goals for public engagement
- Outreach methods and outline of activities
- Calendar of events
- Identify participants for the Core Team and other important groups to engage with

3.2: Conduct Project Management Meetings via Teams/conference calls at a consistent time and day each month to report on progress, discuss upcoming public meetings, discuss outstanding tasks, and review draft materials. Additional interim meetings may be added as needed.

3.3: Conduct Core Team Meetings throughout the planning process (approximately 1 in-person and 3-4 virtual meetings) to review draft materials, provide guidance regarding local preferences, provide direction for the plan's recommendations, and assist with outreach. The Core Team will be established by the City of Cartersville, with assistance from the TSW Team, to represent local stakeholder groups including:

- Project Management Team
- State, regional, and local agencies and authorities responsible for land planning, transportation, and housing
- Business owners
- Property owners
- Special interest groups
- Neighborhood and citizen groups

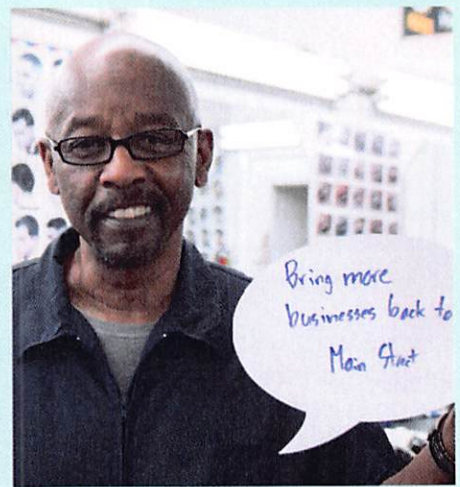
3.4: Conduct a Public Project Kick-off Meeting to introduce the Downtown Master Plan process, discuss the study purpose and goals, provide dates for other public input opportunities, and gather and document comments regarding study area challenges and issues. Potential meeting activities may include:

- Presentation of existing conditions and analyses
- Develop community visioning goals
- Interactive session to develop SWOT analysis (strengths, weaknesses, opportunities, threats)
- Key dates for public input and planning process

3.5: Facilitate a One-Day Design Workshop that focuses on the entire downtown area. Working as a whole group for some activities and in specified teams for others, TSW will lead groups and activities that focus on sustainability, connectivity, land use patterns, retail and housing options, development identity, architectural character and scale, historical sensitivity, public open spaces, and key building placement.

SECTION 2: SCOPE & METHODOLOGY

Previous Community Engagement Efforts



SECTION 2: SCOPE & METHODOLOGY

3.6: Conduct a Final Plan Open House focusing on presenting recommendations and implementation plan to the community for review and comments. Participants will have the opportunity to submit feedback anonymously or talk one-on-one to TSW Team members. We envision the Open House as a fun community experience for participants.

3.7: Facilitate Final Plan Review and Transportation Coordination Meeting with various organizations to discuss potential transportation improvement projects before they are finalized within the plan. The meeting's agenda will also include discussion on the plan's process, any outstanding issues, and other future projects.

Task 4: Updated Plan

Based on findings and direction from Tasks 1-3, the TSW Team will develop recommendations to guide the future of Cartersville.

4.1: Prepare Land Use & Zoning Recommendations, including:

- Land Use Framework Map showing desired development character (height, density, etc.)
- Land use and zoning changes to support plan
- Illustrative (or Massing) Plan showing potential building development/density in key areas

4.2: Prepare Catalytic Site Recommendations, including:

- Detailed planning for three (3) catalytic sites in the area, including regulatory recommendations, visioning graphics, including plans and perspective renderings.

4.3: Prepare Market Recommendations, including:

- Appropriate recommended mix of commercial, residential, hospitality, entertainment, events, and mixed-use development
- Mixed-income housing, job/housing match and social issues such as access to healthy foods, health care facilities, and aging-in-place
- Economics of re/development scenarios for identified land parcels
- Partnership opportunities for public-private partnerships
- Potential financing mechanisms
- Other downtown development initiatives

4.4: Prepare Transportation/Street Design Recommendations, including:

- Transportation policies, focusing on transportation demand reduction measures
- Pedestrian, bicycle, and multi-use trail facilities
- ADA crossings and facilities
- Streetscape and gateway enhancements
- Vehicular recommendations, such as intersection upgrades, parking (surface, on-street, shared options), improved connectivity, signalizations, etc.
- Transportation Framework Map showing all recommended upgrades

4.5: Develop Additional Visioning Graphics, Maps, and Narrative as needed to support the Downtown Master Plan recommendations not noted above, including, but not limited to:

- Creative placemaking strategies
- Streetscape sections, renderings, and plans
- Conceptual-level programming for a park/community space
- Phasing of potential improvements

SECTION 2: SCOPE & METHODOLOGY

4.6: Develop Implementation Strategy & Plan that includes:

- Policies and programs recommendations aimed at implementing the vision
- Summary of zoning and regulatory changes
- Organizational structure and processes to ensure implementation of the plan
- 100-day action plan that prioritizes no- or low-cost actions and steps needed to maintain momentum and catalyze key implementation items
- Action matrix (5-year implementation plan) to include start and end dates, cost estimates, and responsible parties. Specific actions may include, but are not limited to:
 - Transportation improvement projects
 - Housing strategies
 - Economic development and placemaking strategies
- A list of long term actions beyond the 5-years scope of the action matrix
- An evaluation process used to monitor plan implementation

Task 5: Prepare Deliverables

5.1: Draft Plan. The TSW Team will develop a draft Plan Document that compiles all the relevant findings and recommendations from the planning process and Public Input activities. The document will include, but not be limited to, the following specific components:

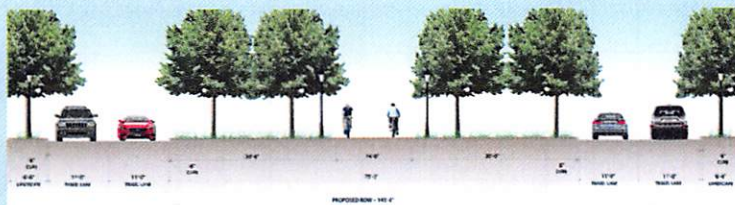
- Executive Summary
- Assessment of Existing Plans and Conditions
- Description plan process and methodology, data gathering techniques and findings, and general outcomes
- Description of the Public Input process
- Concept Plan
- Catalytic Project Plans
- Housing & Market Analysis
- Maps and other graphics to support recommendations
- Implementation Strategy with recommendations focusing on collaboration opportunities
- Action Plan for physical enhancements, catalyst projects, and policy updates
- Appendix

5.1: Final Plan. After final review from the City and DDA staff, the TSW Team will make final edits to the Plan Document. The team will provide four (4) printed copies of the Plan Document, along with electronic files on a flash drive (original format and PDF, Excel spreadsheets, GIS shapefiles, and supporting graphics).

SECTION 2: SCOPE & METHODOLOGY

Visioning Graphics

TSW strongly believes in the power of marketing and graphic techniques to convey concepts, achieve consensus, and get people excited about ideas as part of the public engagement effort. We employ a variety of these techniques as part of every project, including: design guidelines, executive summary documents, perspective renderings, AutoCAD street and building sections, SketchUp 3D modeling, ArcGIS mapping, Revit computer-generated renderings, Photoshop before and after renderings, PowerPoint presentations, and visual preference and community surveys.



SECTION 2: SCOPE & METHODOLOGY

Estimated Schedule

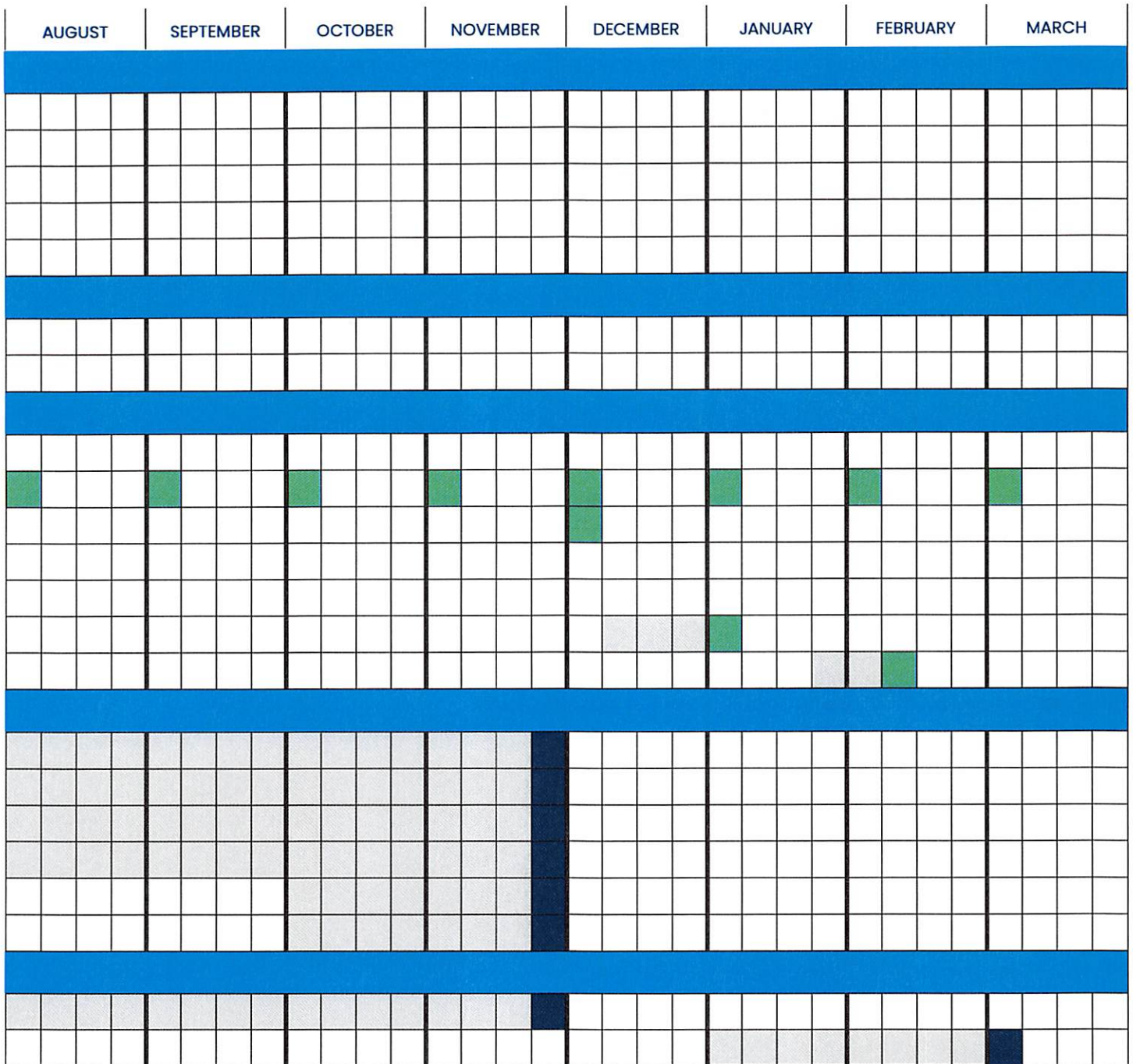
Assumes a start date of April 1, 2024, which is subject to change based on selection timeline.

	APRIL	MAY	JUNE	JULY
Task 1: Existing Plan Assessment				
1.1: Initial Consultation Session & Site Visit	█			
1.2: Data Collection	█			
1.3: Assessment of Existing Plans		█		
1.4: Land Use & Zoning Analysis		█	█	
1.5: Transportation & Infrastructure Analysis			█	
Task 2: Housing & Market Analysis				
2.1: Data Collection				
2.2: Market and Trade Analysis			█	
Task 3: Public Input				
3.1: Public Engagement Plan		█		
3.2: Project Management Meetings	█	█	█	█
3.3: Core Team Meetings			█	█
3.4: Public Project Kick-off Meeting			█	
3.5: Design Workshop				█
3.6: Final Plan Open House				
3.7: Final Plan & Transportation Coord. Meeting				
Task 4: Update Plan				
4.1: Land Use & Zoning Recommendations				
4.2: Catalytic Site Recommendations				
4.3: Market Recommendations				
4.4: Transportation/Street Design Recommendations				
4.5: Additional Graphics, Maps, Narrative				
4.6: Implementation Strategy & Plan				
Phase 5: Prepare Deliverables				
5.1: Draft Plan				
5.2: Final Plan				

SECTION 2: SCOPE & METHODOLOGY

Meeting: April 4, 2024 Item 17.

- Meeting
- Key Deliverable
- Consultant Team Work Period



SECTION 3:

Ability to Complete the Project

TSW Team Dedication to the Project

TSW has a stringent policy about only pursuing work that we have available staff for to ensure a detailed, implementation-based planning process that stays on time and on budget. At the conclusion of contract negotiations, our team is committed and ready to commence work immediately. The staff members who are included in this proposal will be assigned to the project, if awarded, and will remain on the project throughout its duration. If a staff member does need to be replaced because of unforeseen circumstances, the City will be notified immediately, and that staff person will be replaced by another staff member with equal or greater qualifications and experience. Below are estimated percentages of time that key personnel will dedicate to this project.

Financial Stability

Please see the letter on the following page from Jones & Kolb regarding TSW's financial stability.

Work History

TSW has an excellent track record of completing projects on time and on budget. TSW works with the client prior to project initiation to finalize project schedule and budget. In the past 10 years, TSW has not failed to complete a project according to a contract. There have been some projects where work extended beyond the original project schedule due to client review periods, the need for additional community engagement, or a longer adoption period than anticipated. In each case, TSW worked closely with the client to rework the schedule and ensure that the project remained on budget.

Litigation History

TSW was in legal discussions with an Atlanta condominium homeowners association regarding the resolution of construction deficiencies claims and the issue was settled in 2014. This is the only legal matter TSW has been involved in or engaged in over the past 10 years.

SECTION 3: ABILITY TO COMPLETE THE PROJECT



February 16, 2024

Lillie Read, Executive Director
Cartersville Downtown Development Authority
1 Friendship Plaza
Cartersville, Georgia 30120

Dear Ms. Read:

At the request of our client, we are providing the following information regarding the financial status of Tunnell, Spangler, Walsh & Associates, Inc. Our firm has prepared the corporate income tax returns for Tunnell, Spangler, Walsh & Associates, Inc. ("the Company" or "TSW") for the past twenty-five years.

Our firm does not prepare audited, reviewed, or compiled financial statements for TSW. Currently, we do consult with the Company personnel periodically regarding their internal financial statements and various other financial matters.

The Company's tax returns are prepared on the cash basis of accounting, but their financial statements are reported on the accrual basis of accounting. I am providing gross revenues, reported on their financial statements, for years 2019 through 2023.

- 2019 \$6,302,867
- 2020 \$6,272,724
- 2021 \$7,154,750
- 2022 \$7,511,561
- 2023 \$9,518,729

The Company is prepared for billing fluctuations in its cash flow and for possible downturns in the industry. They have maintained a line of credit with Truist Bank for over twenty years.

Please call me directly at (678) 399-2363 if you have additional questions.

Sincerely,
Laura A. Zugel
Laura A. Zugel

cc: Mr. Adam Williamson

SECTION 4:

Budget & Fees

Itemized Project Budget

	HOURS	SUBTASK FEE	TASK FEE
Task 1: Existing Plan Assessment			\$11,500
1.1: Initial Consultation Session & Site Visit	4	\$680	
1.2: Data Collection	12	\$1,640	
1.3: Assessment of Existing Plans	16	\$2,100	
1.4: Land Use & Zoning Analysis	24	\$2,760	
1.5: Transportation & Infrastructure Analysis	24	\$4,320	
Task 2: Housing & Market Analysis			\$10,400
2.1: Data Collection	16	\$3,200	
2.2: Market and Trade Analysis	36	\$7,200	
Task 3: Public Input			\$24,820
3.1: Public Engagement Plan	4	\$460	
3.2: Project Management Meetings	24	\$3,420	
3.3: Core Team Meetings	12	\$1,600	
3.4: Public Project Kick-off Meeting	40	\$4,980	
3.5: Design Workshop	64	\$9,120	
3.6: Final Plan Open House	30	\$4,330	
3.7: Final Plan & Transportation Coord. Meeting	6	\$910	
Task 4: Update Plan			\$34,860
4.1: Land Use & Zoning Recommendations	38	\$4,590	
4.2: Catalytic Site Recommendations	68	\$9,100	
4.3: Market Recommendations	18	\$3,600	
4.4: Transportation/Street Design Recommendations	50	\$8,050	
4.5: Additional Graphics, Maps, Narrative	58	\$7,230	
4.6: Implementation Strategy & Plan	18	\$2,290	
Phase 5: Prepare Deliverables			\$10,980
5.1: Draft Plan	50	\$5,490	
5.2: Final Plan	50	\$5,490	
Reimbursable Expenses			\$2,440
TOTAL:			\$95,000

SECTION 4: **BUDGET & FEES**

Key Personnel Estimated Hours & Hourly Rates

	HOURS	HOURLY RATE
TSW Key Personnel		
Adam Williamson, Principal-in-Charge / Community Planner	54	\$225
Ryan Snodgrass, Project Manager / Community Planner	278	\$115
Bert Kuyrkendall, Transportation Planner and Engineer	96	\$180
Beverly Bell, Community Planner	16	\$115
Alanna Fairburn, Community Planner + Designer / Community Engagement	136	\$95
Arnett Muldrow Key Personnel		
Aaron Arnett, Market Analyst	82	\$200

TSW Team Fee Percentages

	% OF PROJECT FEE
Project Fee Breakdown by Firm	
TSW	80.17%
Arnett Muldrow	17.26%
Reimbursable Expenses	2.57%

APPENDIX:

Additional Information

STATE OF GEORGIA

Secretary of State
Corporations Division
313 West Tower
2 Martin Luther King, Jr. Dr.
Atlanta, Georgia 30334-1530

ANNUAL REGISTRATION

Electronically Filed
Secretary of State
Filing Date: 1/22/2024 8:31:18 AM

BUSINESS INFORMATION

CONTROL NUMBER	K000173
BUSINESS NAME	TUNNELL, SPANGLER & ASSOCIATES, INC.
BUSINESS TYPE	Domestic Profit Corporation
EFFECTIVE DATE	01/22/2024
ANNUAL REGISTRATION PERIOD	2024, 2025, 2026

PRINCIPAL OFFICE ADDRESS

ADDRESS 1447 Peachtree Street, NE, Suite 850, ATLANTA, GA, 30309, USA

REGISTERED AGENT

NAME	ADDRESS	COUNTY
Ramsey, Timothy J	3490 PIEDMONT ROAD, #1400, Atlanta, GA, 30305, USA	Fulton

OFFICERS INFORMATION

NAME	TITLE	ADDRESS
Adam Williamson	CEO	1447 Peachtree St, NE, Suite 850, Atlanta, GA, 30309, USA
Bryan Bays	CFO	1447 Peachtree St, NE, Suite 850, Atlanta, GA, 30309, USA
Caleb Racicot	SECRETARY	1447 Peachtree St, NE, Suite 850, Atlanta, GA, 30309, USA

AUTHORIZER INFORMATION

AUTHORIZER SIGNATURE	Adam Williamson
AUTHORIZER TITLE	Officer

APPENDIX: **ADDITIONAL INFORMATION**

TSW References

City of Powder Springs

Pam Conner, City Manager

4484 Marietta Street
Powder Springs, GA 30127
Phone: 770.943.1666
Email: pconner@cityofpowdersprings.org

City of Duluth

James Riker, City Manager

City Hall, 2nd Floor
3167 Main Street
Duluth, GA 30096
Phone: 770.225.8827
Email: jriker@duluthga.net

City of Forest Park

Ricky L. Clark, Jr., City Manager (formerly with the City of Jonesboro)

745 Forest Parkway
Forest Park, GA 30297
Phone: 404.366.4720
Email: rclark@forestparkga.gov

City of Douglasville

Marcus Thompson, City Engineer

6695 Church Street
Douglasville, GA 30134
Phone: 678.449.3242
Email: thompsonm@douglasvillega.gov

City of Maryville

Angela Luckie, Public Services Director

416 West Broadway Avenue
Maryville, TN 37801
Phone: 865.273.3500
Email: amluckie@maryville-tn.gov

