



CITY OF DAHLONEGA

Council Meeting - Amended Agenda

June 05, 2023, 6:00 PM

Gary McCullough Chambers, Dahlonega City Hall

In compliance with the Americans with Disabilities Act, those requiring accommodation for Council meetings should notify the City Clerk's Office at least 24 hours prior to the meeting at 706-864-6133.

Vision - To be an open, honest, and responsive city, balancing preservation, and growth, and delivering quality services fairly and equitably by being good stewards of Dahlonega's resources.

CALL TO ORDER AND WELCOME

PRAYER / PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG

APPROVAL OF AGENDA

PUBLIC COMMENT – PLEASE LIMIT TO THREE MINUTES

APPROVAL OF MINUTES:

- a. Emergency Special Called Meeting Minutes, Executive Session Litigation - March 28, 2023
Mary Csukas, City Clerk
- b. City Council Special Called Meeting Minutes - March 29, 2023
Mary Csukas, City Clerk
- c. Council Meeting Minutes - May 1, 2023
Mary Csukas, City Clerk
- d. City Council Public Hearing Minutes - May 15, 2023
Mary Csukas, City Clerk
- e. City Council Work Session Minutes - May 15, 2023
Mary Csukas, City Clerk

APPOINTMENT, PROCLAMATION & RECOGNITION:

1. Quataunda Armstrong – Swearing-in Ceremony as Voting Member of the Cemetery Committee
Chris Worick – Chairman Cemetery Committee
2. Proclamation - City Clerk Week May 1-7, 2023
3. Proclamation - American Legion Auxiliary National Poppy Day
4. Holly Theatre Presentation to the City
Ivana Pelnar-Zaiko, Chairman Emerita, Holly Theatre Community Center, Inc.

ANNOUNCEMENTS

CITY REPORTS:

5. Financial Report - April 2023
Allison Martin, City Manager

ORDINANCES AND RESOLUTIONS:

6. Ordinance 2023-01: Zoning Map Amendment - James and Joann Gribben on behalf of Applegate Cottages, LLC (Parcel No. D07-065)
Doug Parks, City Attorney

- [7.](#) Ordinance 2023-05: Zoning Changes Pursuant to HB 1405
Doug Parks, City Attorney

CONTRACTS & AGREEMENTS:

- [8.](#) Project # 2023-009 North Grove Sidewalk Construction
Vince Hunsinger, Capital Project Manager
- [9.](#) Servline Leak Protection Program
Allison Martin, City Manager
- [10.](#) CPL Consulting Proposal
Allison Martin, City Manager
- [11.](#) Charles Abbott and Associates – Agreement for Services
Allison Martin, City Manager

OTHER ITEMS:

- [12.](#) Leak Protection Program Policy
Allison Martin, City Manager
- [13.](#) Fee Schedule Update – 2023
Allison Martin, City Manager

COMMENTS – PLEASE LIMIT TO THREE MINUTES

- Clerk Comments
- City Manager Comments
- City Attorney Comments
- City Council Comments
- Mayor Comments

ADJOURNMENT



CITY OF DAHLONEGA

Emergency Special Called Meeting – Executive Session Litigation. Minutes

March 28, 2023, 4:30 PM

Gary McCullough Chambers, Dahlonega City Hall

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CALL TO ORDER AND WELCOME

Mayor Taylor called the meeting to order at 4:30 p.m.

PRESENT

Mayor JoAnne Taylor
Councilmember Roman Gaddis
Councilmember Ron Larson
Councilmember Johnny Ariemma
Councilmember Ryan Reagin
Councilmember Ross Shirley
Councilmember Lance Bagley

APPROVAL OF AGENDA

Mayor Taylor called for a motion to approve the agenda as written.

Motion made by Councilmember Larson, Seconded by Councilmember Shirley.
Voting Yea: Councilmember Gaddis, Councilmember Larson, Councilmember Ariemma,
Councilmember Reagin, Councilmember Shirley, Councilmember Bagley

NEW BUSINESS

Mayor Taylor called for a motion to move into an Executive Session

Motion made by Councilmember Reagin, Seconded by Councilmember Bagley.
Voting Yea: Councilmember Gaddis, Councilmember Larson, Councilmember Ariemma,
Councilmember Reagin, Councilmember Shirley, Councilmember Bagley

Mayor Taylor called for a motion to exit the Executive Session.

Motion made by Councilmember Larson, Seconded by Councilmember Reagin.
Voting Yea: Councilmember Gaddis, Councilmember Larson, Councilmember Ariemma,
Councilmember Reagin, Councilmember Shirley, Councilmember Bagley

1. Executive Session - Litigation

Mayor Taylor stated I wish to advise that the City has been working on the settlement of certain issues with Lumpkin County recently and was quite hopeful that litigation could be avoided; however, that is not the case, and in order to meet time limits and deadlines we have been advised that we must move swiftly. Notice was provided to the Nugget earlier today.

Councilmember Larson stated I make a motion to authorize the filing of litigation against Lumpkin County and the Commissioners for mandamus to compel transfer of the City's interest in the real property of Fire Station #1 located at 57A Pinetree Way, as well as rents, profits, and any other equitable relief related to those claims based upon the

Notice sent on March 27th, which is also ratified by this motion. Seconded by Councilmember Ariemma.

Motion made by Councilmember Larson, Seconded by Councilmember Ariemma.

Voting Yea: Councilmember Larson, Councilmember Ariemma, Councilmember Reagin, Councilmember Bagley

Voting Nay: Councilmember Gaddis, Councilmember Shirley

ADJOURNMENT

Mayor Taylor called for a motion to adjourn the meeting.

Motion made by Councilmember Reagin, Seconded by Councilmember Bagley.

Voting Yea: Councilmember Gaddis, Councilmember Larson, Councilmember Ariemma, Councilmember Reagin, Councilmember Shirley, Councilmember Bagley



CITY OF DAHLONEGA

City Council Special Called Meeting Minutes

March 29, 2023, 12:30 PM
Gary McCullough Chambers, Dahlonega City Hall

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CALL TO ORDER AND WELCOME

Mayor Taylor called the meeting to order at 12:30 pm

APPROVAL OF AGENDA

Mayor Taylor called for a motion to amend the agenda to include item #2, Ratification of the emergency called meetings motion from Tuesday, March 28, 2023

Motion made by Councilmember Gaddis, Seconded by Councilmember Larson.

Voting Yea: Councilmember Gaddis, Councilmember Larson, Councilmember Ariemma, Councilmember Reagin, Councilmember Shirley, Councilmember Bagley

NEW BUSINESS

Motion made by Councilmember Larson, Seconded by Councilmember Reagin.

Voting Yea: Councilmember Gaddis, Councilmember Larson, Councilmember Ariemma, Councilmember Reagin, Councilmember Shirley, Councilmember Bagley

1. Executive Meeting - Litigation

Mayor Taylor called for a motion to enter Executive Session

Motion made by Councilmember Reagin, Seconded by Councilmember Shirley.

Voting Yea: Councilmember Gaddis, Councilmember Larson, Councilmember Ariemma, Councilmember Reagin, Councilmember Shirley, Councilmember Bagley

Mayor Taylor called for a motion to exit the Executive Session.

Motion made by Councilmember Larson, Seconded by Councilmember Shirley.

Voting Yea: Councilmember Gaddis, Councilmember Larson, Councilmember Ariemma, Councilmember Reagin, Councilmember Shirley, Councilmember Bagley

2. Ratification of the emergency called meetings motion from Tuesday, March 28, 2023

Mayor Taylor stated as mentioned yesterday I wish to advise that the City has been working on settlement of certain issues with Lumpkin County recently and was quite hopeful that litigation could be avoided: however, that is not the case and in order to meet time limits and deadlines we have been advised that we must move swiftly. Notice was provided to the Nugget yesterday of this meeting. I would also at this time present our plan to end all litigating through a proposed fire services intergovernmental agreement.

Councilmember Larson makes a motion to: (1) authorize the filing of litigation against Lumpkin County & the Commissioners for rents, profits, equity, receivership, mandamus to compel transfer of the City's interest to the City and related claims concerning the fire station property based upon the ante litem notice on March 27th which is ratified by this action; and (2) ratify the action taken on March 28th by the council regarding the same subject matter and seconded by Councilmember Reagin.

Motion made by Councilmember Larson, Seconded by Councilmember Reagin.
Voting Yea: Councilmember Gaddis, Councilmember Larson, Councilmember
Ariemma, Councilmember Reagin, Councilmember Shirley, Councilmember Bagley

ADJOURNMENT

Mayor Called for a motion to adjourn

Motion made by Councilmember Larson, Seconded by Councilmember Shirley.
Voting Yea: Councilmember Gaddis, Councilmember Larson, Councilmember Ariemma,
Councilmember Reagin, Councilmember Shirley, Councilmember Bagley



CITY OF DAHLONEGA

Council Meeting - Amended Minutes

May 01, 2023, 6:00 PM

Gary McCullough Chambers, Dahlonega City Hall

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Vision - To be an open, honest, and responsive city, balancing preservation, and growth, and delivering quality services fairly and equitably by being good stewards of Dahlonega's resources.

CALL TO ORDER AND WELCOME

Mayor Taylor called the Council Meeting to order at 6:00 P.M.

Mayor Taylor recognized Ms. Mary Csukas, City Clerk, for all her hard work and dedication to the City of Dahlonega.

PRESENT

Mayor JoAnne Taylor

Councilmember Ron Larson

Councilmember Roman Gaddis

Councilmember Johnny Ariemma

Councilmember Ryan Reagin arrived at 6:23 p.m.

Councilmember Ross Shirley

Councilmember Lance Bagley

PRAYER / PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG

Mayor Taylor requested Councilmember Ariemma lead the Prayer and Councilmember Bagley leads the Pledge of Allegiance.

APPROVAL OF AGENDA

Mayor Taylor noted that councilmembers will be voting on Quataunda Armstrong as a voting member of the Cemetery Committee. They will swear her in the office at a later date.

Mayor Taylor called for a motion to approve the May 1, 2023, City Council Meeting Agenda.

Motion made by Councilmember Shirley, Seconded by Councilmember Bagley.

Voting Yea: Councilmember Larson, Councilmember Gaddis, Councilmember Ariemma, Councilmember Shirley, Councilmember Bagley

PUBLIC COMMENT – PLEASE LIMIT TO THREE MINUTES

Blair Housley states he is representing 84 Public Square N, Dahlonega, GA 30533 business formerly known as "Capers," now known as "Dahlonega Brew Pub." He hoped that an early decision on a potential ordinance amendment would be made concerning the alcoholic beverage license ordinance.

Steve Sylvester discussed a proposed rezoning map amendment to give a parcel the accurate rezoning that already exists incorrectly for the house. This incident showed a need to review our zoning enforcement within the City.

Thomas Gordineer praised the Council for their commitment to the City shown through their level of government training. Mr. Gordineer discussed the dark sky ordinance and the need for more compliance overall in the City. He thanked the police department for their professionalism in handling the compliance of this ordinance.

APPROVAL OF MINUTES:

Mayor Taylor called a motion to approve the April 3, 2023, Council Meeting Minutes; April 17, 2023, City Council Public Hearing; April 17, 2023, City Council Work Session Minutes; and April 17, 2023, City Council Special Called Meeting Minutes. A typo was corrected in the Public Hearing Minutes before this meeting; the vote is on the updated version.

Motion made by Councilmember Gaddis, Seconded by Councilmember Larson.

Voting Yea: Councilmember Larson, Councilmember Gaddis, Councilmember Ariemma, Councilmember Shirley, Councilmember Bagley

- a. City Council Meeting Minutes - April 3, 2023
Mary Csukas, City Clerk
- b. City Council Public Hearing - April 17, 2023
Mary Csukas, City Clerk
- c. City Council Work Session Minutes - April 17, 2023
Mary Csukas, City Clerk
- d. City Council Special Called Meeting Minutes - April 17, 2023
Mary Csukas, City Clerk

APPOINTMENT, PROCLAMATION & RECOGNITION:

1. Quataunda Armstrong – Appointment as Voting Member of the Cemetery Committee, Chris Worick – Chairman Cemetery Committee

Mayor Taylor praised the Cemetery Committee's dedication to beautifying the Mt. Hope Cemetery and capturing the history of so many people buried in Mt. Hope Cemetery. Recently a discovery was made of two unmarked WWI veterans' graves which the Veterans Administration will correct at no charge to ensure the correct markers are created for these veterans' grave sites.

Mayor Taylor called for a motion on the appointment of Quataunda Armstrong as a voting member of the Cemetery Committee. Ms. Armstrong is a non-voting member of the Cemetery Committee.

Motion made by Councilmember Gaddis, Seconded by Councilmember Shirley.

Voting Yea: Councilmember Larson, Councilmember Gaddis, Councilmember Ariemma, Councilmember Shirley, Councilmember Bagley

Mayor Taylor stated that the swearing-in for Ms. Armstrong would happen at a later meeting.

2. District 2 Officers for 2023-2024, Allison Martin, City Manager

The proposed slate of officers from GMA for District 2 is as follows;

- President Robert (Buddy) Moore, Councilmember, Blairsville
- First Vice President JoAnne Taylor, Mayor, Dahlenega
- Second Vice President Matt Fields, Councilmember, Royston
- Third Vice President Mark C. Reed, Commissioner, Cornelia

Mayor Taylor called for a motion to approve the slate of officers as presented and authorize the Mayor to execute the ballot and submit it to GMA.

Motion made by Councilmember Larson, Seconded by Councilmember Bagley.

Councilmember Gaddis praised Mr. Buddy Moore for his many years of service in Blairsville as a Councilmember and that he is a native of Dahlonega, GA.

Councilmember Bagley praised Mayor Taylor for her continued dedication as a member of District 2. Mayor Taylor agreed that this is an honor to represent Dahlonega and can keep Dahlonega as a vital part of District 2.

Voting Yea: Councilmember Larson, Councilmember Gaddis, Councilmember Ariemma, Councilmember Shirley, Councilmember Bagley

ANNOUNCEMENTS: None currently

CITY REPORTS:

3. Financial Report - March 2023, Allison Martin, City Manager

City Manager Martin reviewed essential highlights of each department in the March 2023 Financial Report.

Mayor Taylor called for a motion to approve the March 2023 Financial Report.

Motion made by Councilmember Larson, Seconded by Councilmember Gaddis.

The recycling fee in the past was a fixed fee-based pickup. The city's solid waste is based on tonnage.

Voting Yea: Councilmember Larson, Councilmember Gaddis, Councilmember Ariemma, Councilmember Shirley, Councilmember Bagley

ORDINANCES AND RESOLUTIONS:

4. Ordinance 2023-01: Zoning Map Amendment - James and Joann Gribben on behalf of Applegate Cottages, LLC (Parcel No. D07-065), Doug Parks, City Attorney

City Attorney Parks introduced Ordinance 2023-01 (Parcel No. D07-065)

City Attorney Parks states, as you are aware, the application process to rezone involves creating a map amendment which is a map's re-classification. The zone would switch from an R1 to an R2 zone in this situation. This subject was discussed at two Public Hearings, one with the Planning Commission and the other with the City Council. The vote from Council is to vote yes or no on the change in the classification of this parcel. There will be no more audience involvement or applicant discussion this evening.

Mayor Taylor entertained a motion on Ordinance 2023-01 Zoning Map Amendment - James and Joann Gribben on behalf of Applegate Cottages, LLC (Parcel No. D07-065).

Councilmember Gaddis entertained a motion to table this matter until our zoning consultant outlines their review of our zoning ordinance. Councilmember Shirley seconded the motion.

Councilmember Larson asked about any repercuss if this item was tabled; City Attorney Parks stated no repercuss if the item was tabled.

Councilmembers Shirley asked for a time limit on this item, and City Attorney Parks stated it would be moved to the next council meeting.

Councilmember Bagley and Ariemma reiterated that tabling would not stop the use of this property as is at this time.

Councilmember Larson reminded Council that the Planning Commission did deny this rezoning request.

Voting Yea: Councilmember Larson, Councilmember Gaddis, Councilmember Ariemma, Councilmember Reagin, Councilmember Shirley, Councilmember Bagley

5. Change to Open Container Footprint for the Dahlonega Arts and Wine Festival, Doug Parks, City Attorney, Ariel Alexander, DDA Director

City Attorney Parks informed Council that the request of the Bear on the Square committee for a change to open containers footprint is the same as allowed for the Arts and Wine Festival. Thus, it will enable festival goers to bring their alcoholic beverages from Hancock Park to the food court area across North Park Street, and it is proposed to suspend the enforcement of open containers in a designated area during the Dahlonega Arts and Wine Festival. He advises the staff to suspend the corresponding ordinances to accommodate this event.

Mayor Taylor called for a motion.

Councilmember Larson asked for a motion to suspend enforcement of the open container laws of the City of Dahlonega, including but not limited to the following: The Code of the City of Dahlonega, Georgia, Chapter 22, Article II, Section 2232, Section 22-33, Section 22-34, Section 22-35, within the geographical area set aside for alcohol sales and consumption within that specific festival special event permit application granted by the City to the Dahlonega Arts and Wine Festival organizer, the duration of the suspension to run concurrently with the duration of the permit granted and seconded by Councilmember Shirley.

The council discussed additional signage for Hancock Park, which the festival organizer will handle.

Voting Yea: Councilmember Larson, Councilmember Gaddis, Councilmember Ariemma, Councilmember Reagin, Councilmember Shirley, Councilmember Bagley

CONTRACTS & AGREEMENTS:

6. Project #2023-004 Mechanicsville Road Curb and Gutter, Vince Hunsinger, Capital Projects Manager

Mayor Taylor called for a motion to approve the bid from Legacy Design & Development of \$101,325.00

Motion made by Councilmember Bagley, Seconded by Councilmember Shirley.

Voting Yea: Councilmember Larson, Councilmember Gaddis, Councilmember Ariemma, Councilmember Reagin, Councilmember Shirley, Councilmember Bagley

7. Project # 2023-006 Telescopic Boom Lift, Troy Armstrong, Streets, Parks, and Cemeteries Supervisor

Mayor Taylor called for a motion to approve the purchase of the Telescopic Boom Lift from M&R Rental.

Motion made by Councilmember Gaddis, Seconded by Councilmember Larson

Councilmember Ariemma states that this Telescopic Boom Lift will be a great idea for the City Staff with proper training.

Councilmember Bagley feels this will be a great addition to the city despite the significant cost of the Boom Lift, as it will help with big festivals, Dahlonega Christmas, etc.

Voting Yea: Councilmember Larson, Councilmember Gaddis, Councilmember Ariemma, Councilmember Reagin, Councilmember Shirley, Councilmember Bagley

8. General Services Agreement – Wiedeman and Singleton, Inc., Allison Martin, City Manager, and Mark Buchanan, Public Works/City Engineer

City Manager Martin states that the city is seeking a General Services Agreement by Wiederman and Singleton, Inc. to solidify our relationship with professional engineering

services in the city. They are going to be working strictly with items listed in the contracts. It is important to note that the city owns the work products created under this agreement.

Mayor Taylor called for a motion to approve the General Services Agreement and authorize the Mayor to execute the contract.

Motion made by Councilmember Reagin, Seconded by Councilmember Shirley.

Voting Yea: Councilmember Larson, Councilmember Gaddis, Councilmember Ariemma, Councilmember Reagin, Councilmember Shirley, Councilmember Bagley

9. TSW Proposal – City of Dahlonega Zoning, Allison Martin, City Manager

Mayor Taylor reminded the Council to review our current zoning ordinances and make changes to reflect our current growth needs and the future assessment made through our housing study. The current zoning ordinances reflect language from as far back as the 1950s. No changes would be made without public recommendations through public hearings.

City Manager Martin states that the city has received a proposal from TSW. The proposed project approach would allow the council to take care of recommendations from the housing study and complete the necessary changes to the ordinance. Work could begin at the end of April and should take about eight months.

Mayor Taylor called for a motion to accept the proposal submitted by TSW and authorize the city manager to coordinate the work start date with the firm.

Motion made by Councilmember Gaddis, Seconded by Councilmember Reagin.

Councilmember Ariemma and Mayor Taylor discussed the need to use caution with this eight-month process to update the zoning ordinances.

Voting Yea: Councilmember Larson, Councilmember Gaddis, Councilmember Ariemma, Councilmember Reagin, Councilmember Shirley, Councilmember Bagley

10. Selection of Website Design Firm, Allison Martin, City Manager

City Manager Martin received multiple proposals, from the request for proposals on redesigning the city website. In 2022, a committee was created to review the proposals, including city staff, elected officials, and a citizen of Dahlonega. The committee recommends that the city enters into an agreement with Planeteria to design, implement, host, and maintain a new city website.

Mayor Taylor called for a motion to accept Planeteria's proposal for a new website and authorize the mayor to execute any needed documents related to this project.

Motion made by Councilmember Shirley, Seconded by Councilmember Larson.

Councilmember Bagley inquired into any issues of hacked websites designed by this company. City Manager Martin stated that none were disclosed during this process. The timeline is expected to be six months.

Voting Yea: Councilmember Larson, Councilmember Gaddis, Councilmember Ariemma, Councilmember Reagin, Councilmember Shirley, Councilmember Bagley

OTHER ITEMS:

11. Options for Community Development Services, Allison Martin, City Manager

City Manager Martin stated that the needs of this department are currently being handled by city staff, GMRC officials, and Doug Park's office. City Manager Martin reviewed multiple options for Community Development Services; we have four possibilities:

1. Refill the position with a qualified Planner.

2. Contracting locally for an Intake Clerk in the office to handle day-to-day operations
3. Contract with a firm to have someone at City Hall full-time and on-call while we explore options.
4. Contracting with a firm with multiple Planners on staff to work with the intake clerk. The firm must specialize in municipal zoning

Mayor Taylor informed the Council that this item would be covered in our next work session.

12. Requests from Business Owners to amend Alcohol Ordinances/ Zoning Ordinance

Allison Martin, City Manager

City Manager Martin informed Council that the Chamber of Commerce, whose mission is to support businesses, approached the City to assemble a delegation to attend meetings they would facilitate with local business owners to discuss issues real and perceived in our existing zoning and alcohol ordinances.

There was a need to understand which items could be brought to Council by the staff for change. The City Manager, Police Chief, Downtown Development, and two Councilmembers attended the meetings. The idea was to participate in the first meeting, listen to the concerns, and re-group after the issues were brought to City Hall for further discussion. Listed below in no order were issues addressed:

- ❖ Sip and Shop Event
- ❖ Growlers to sell a single selection of beer
- ❖ The inability of the Owner of two establishments in one building could not transport the product between the establishments.
- ❖ The inability of a manufacturer or brewer in the downtown area.
- ❖ Look at the 50-50 rule
- ❖ The Chamber felt an entertainment district in the downtown area would be a good tool for restaurants with long wait times to entice people to stay there.

Education of the Sip and Shop event was resolved for that business owner by Ariel Alexander using a special event permit.

We asked the Chamber to research the impact on the city for an entertainment district through the budget, police staffing, other business owners not selling alcohol, and other city residents that did not live in the downtown area.

The Chamber and City shared each other's research on the impact of the entertainment district in the downtown area at the second meeting:

- ❖ Our police department failed compared to other jurisdictions with open container laws. The compromise was suspending the open container laws for the festival's footprint, allowing the city time to gather data on this process in Dahlongega.
- ❖ Path forward for Mr. Housley's request for a manufacturing or brewer license is a process that will take time.
- ❖ The under-one-roof is a state issue and would not be allowed.
- ❖ The Growler issue has a conflict with zoning requirements
- ❖ All met the requirement of the 50/50 rule at the meeting, so there is no need to change this rule.
- ❖ We discussed the city accolade for being a family-friendly destination and the impact an entertainment district would have on other businesses and residents in Dahlongega.

We continue working with Doug's office to find other paths forward, and we do not recommend an entertainment district currently. The research will continue with both positive and negative impacts from other jurisdictions.

The council commended this committee on the open dialogue with the Chamber of Commerce and UNG on this complex matter with an entertainment district and the five issues under discussion.

COMMENTS – PLEASE LIMIT TO THREE MINUTES

Clerk Comments – Ms. Csukas thanked everyone who recognized City Clerk Week.

City Manager Comments - City Manager Martin thanked all councilmembers who completed the retreat surveys for our upcoming retreat on May 19th and 20th in Canton, GA.

City Attorney Comments – no comments

City Council Comments:

Councilmember Shirley stated it was a busy weekend in the community, with many tourists in town. He reminded the council to stay current with our alcohol ordinance. It is good to be cautious, but we must keep looking forward to the future.

Councilmember Ariemma – no comment

Councilmember Gaddis – no comment

Councilmember Larson – no comment

Councilmember Reagin apologized for being late to the meeting.

Councilmember Bagley congratulated the Water Facility on the 2022 Water Quality Report.

Mayor Comments - Mayor Taylor gave a key to the City of Dahlonega to outgoing Lt. Colonel Chris Green during the change of command at the Ranger Camp Open House. The mayor pointed out local businesses with On Job Training and the beginning of the Farmers Market and Appalachian. Jam starts Saturday, May 6, 2023.

ADJOURNMENT

Mayor Taylor called for a motion to approve adjournment at 7:02 PM.

Motion made by Councilmember Larson, Seconded by Councilmember Bagley.

Voting Yea: Councilmember Larson, Councilmember Gaddis, Councilmember Ariemma, Councilmember Reagin, Councilmember Shirley, Councilmember Bagley



CITY OF DAHLONEGA

City Council Public Hearing Minutes

May 15, 2023, 4:00 PM

Gary McCullough Chambers, Dahlonega City Hall

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CALL TO ORDER

Mayor Taylor called the City Council Public Hearing to order at 4:00 PM

PRESENT

Mayor JoAnne Taylor
Councilmember Roman Gaddis
Councilmember Ron Larson
Councilmember Johnny Ariemma
Councilmember Ryan Reagin
Councilmember Ross Shirley
Councilmember Lance Bagley

Public Hearing:

1. Zoning Changes Pursuant to HB 1405, Doug Parks, City Attorney

Mayor Taylor called the meeting to order and turned the City Public Hearing over to Attorney Parks. Mr. Parks informed the Council that this Public Hearing referenced the new ordinance 2023-05 that deals with the mandatory changes to our zoning process based on House Bill 1405. A few highlights of changes are: The attached Ordinance for consideration regards the mandatory zoning changes outlined in HB 1405.

Specifically, the additions are outlined as follows: (1) Annexation procedures; (2) language to be included in a Public Hearing Notice; (3) appeal shall be brought within 30 days of the written decision of the appeal; and (4) designation of officer for perfection of service. Not required by HB 1405 but added is a requirement for a pre-application meeting prior to filing a request for a zoning decision.

This mandatory ordinance must be in effect by July 1, 2023. This Public Hearing is the first step, and then a final vote by the Council.

City Attorney Parks asked if anyone from the audience wished to speak on this matter. No one came forward to speak for or against this mandatory ordinance.

Mayor Taylor asked if the Council had any questions concerning this ordinance.

The Council had no additional comments for questions.

ADJOURNMENT

Mayor Taylor entertained a motion to adjourn the City Council Public Hearing at 4:05 P.M.

Motion made by Councilmember Larson, Seconded by Councilmember Shirley.

Voting Yea: Councilmember Gaddis, Councilmember Larson, Councilmember Ariemma, Councilmember Reagin, Councilmember Shirley, Councilmember Bagley



CITY OF DAHLONEGA

Council Work Session Minutes

May 15, 2023, 4:00 PM

Gary McCullough Council Chambers, Dahlonega City Hall

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OPEN MEETING

Mayor Taylor called the City Council Work Session to order at 4:05 PM

PRESENT

Mayor JoAnne Taylor
Councilmember Ron Larson
Councilmember Roman Gaddis
Councilmember Johnny Ariemma
Councilmember Ryan Reagin
Councilmember Ross Shirley
Councilmember Lance Bagley

APPROVAL OF AGENDA

Mayor Taylor called for a motion to approve the amended agenda by removing the appointment of the vacancy on the Planning Commission.

Motion made by Councilmember Shirley, Seconded by Councilmember Bagley.

Voting Yea: Councilmember Larson, Councilmember Gaddis, Councilmember Ariemma, Councilmember Reagin, Councilmember Shirley, Councilmember Bagley

BOARD & COMMITTEES

No new information

DEPARTMENT REPORTS AVAILABLE AT: <https://dahlonega.gov/category/department-reports/>

Councilmember Ariemma listed concerns about loud mufflers in the city. Chief Albert responded with plans to continue addressing this problem throughout the City.

APPOINTMENT, PROCLAMATION & RECOGNITION : (Vote at Council Meeting)

1. Planning Commission Vacancy – Appoint Member JoAnne Taylor, Mayor
This item will be addressed at a future meeting.

PRESENTATION

2. FY22 Annual Audit Presentation, Rushton and Company, CPA; Chris Hollifield
Chris Hollifield presented essential factors during the FY September 30, 2022, Annual Audit Presentation. In the audit presentation, he outlined the City of Dahlonega's responsibilities and the responsibilities of Ruston and Company during the audit. He

discussed finances, operating expansion, city funds, assigned and unassigned fund balance, and projected growth. He displayed significant financial graphs for the last five years. He reviewed GASB 96, GASB 91, and GASB 101. GASB 96 will have the most important effect of these three statements.

Councilmember Ariemma questioned the placement of debt service. Mr. Hollifield stated that debt service is not paid directly from the general operating fund but from funds such as water service.

Mayor Taylor questioned if the increase in revenue was due to the ARPA funds. Mr. Hollifield stated it mainly came from the general fund due to LOST, as ARPA is in a different fund.

City Manager Martin will send the Council and Mayor a schedule of investments (treasury bills).

Councilmember Shirley questioned what an example of GASB 91 would be. City Manager Martin responded that the Head House lease agreement is an example of GASB91.

Mayor Taylor appreciated the excellent audit presentation by the Ruston Firm. Mayor Taylor thanked the finance department for all their excellence in keeping the city in very good solid financial standing through clean reporting by a staff that works tirelessly to ensure we operate in such excellent financial shape.

Councilmember Gaddis questioned the decrease in property taxes, and City Manager Martin informed Council that the decrease was due to inflation and exemptions.

Councilmember Ariemma questioned the restricted growth line item: unassigned funds moved into 2023 with many available funds. Mr. Hollifield discussed these available unassigned funds that are in good shape due to diligence in keeping this money for future capital projects approved by Council.

ORDINANCES & RESOLUTIONS

No new ordinances and resolutions.

CONTRACTS & AGREEMENTS

3. Project # 2023-009 North Grove Sidewalk Construction, Vince Hunsinger, Capital Project Manager

Capital Project Manager Hunsinger informed the council of sidewalk, curb, and cutter construction along East Main/ Street and North Grove Street intersection, all the way to Subway.

4. Servline Leak Protection Program, Allison Martin, City Manager

As a courtesy, the city partially adjusts the bill for both water and sewer when a request for a leak adjustment is submitted. On average, the city makes 150 adjustments annually. The amount of the adjustment varies per account, but this results in not only lost revenue for the city but leaves the customer with dissatisfaction and, in some cases, a payment plan to cover their portion of the leak. Staff researched other water/sewer utility providers and requested the council consider offering, as an opt-out program, to our customers the ServLine Leak Protection Program. Not only will this program unburden our staff from administering the leak adjustment process, but it will also help us recapture lost revenue and bad debt associated with customer water leaks.

Customers that opt out of the program assume all liability associated with leaks and would receive no adjustment to their account for water that flows through the meter due to a leak on their side of the service. The water service costs \$1.89/month for a \$500 limit of protection for water leaks and \$1.70/month for a \$500 limit of protection for sewer leaks.

Commercial rates were also offered, but those occur so rarely that the council may wish not to offer this service.

Mayor Taylor questioned if the city would be held responsible for any damage. There is no adverse financial impact on the city with this program. Our customers bear the program's cost on an opt-out basis in an amount that averages about 3.95 a month.

The council discussed the process for implementing this program and its effect on the citizens and the city.

5. CPL Consulting Proposal, Allison Martin, City Manager

City Manager Martin made a recommendation to use a local firm that has Community Development experience after the departure of our Community Development Director. It was discussed that our recent placement as the 2nd fastest growing county in Georgia begs for a solution to the workings of the Community Development Department. One option is to have a professional on the property to handle this job while we evaluate this department and its needs for the City of Dahlonega. Using a professional firm with staff trained in planning is very beneficial. CPL Consulting Proposal reflects on-call status and an exhibit of hourly rates.

6. Charles Abbott and Associates – Agreement for Services, Allison Martin, City Manager

Charles Abbott and Associates currently handle the city's commercial inspections and plan processes. They approached the City of Dahlonega, looking to expand their services by including residential inspections and plan processing. The idea is to change our fee schedule to adopt the industry standards. They do not do local soil aeration.

The city recommendation is to move the current residential inspector to code enforcement and allow two code enforcement officers to increase our code enforcement in the future. This has an almost zero impact as permit fees generally are at cost and not profit for this department. The split administrative position between the Police Department and Community Development will now assign this position to the Police Department under this new plan. If we decide to go this path, this new structure will allow the City Clerk's office to accept anything related to tax or license, such as occupational taxes, as done in the past. This will enable us to streamline our processes and give better customer service. The next step is to update our master fee schedule for the Council to review.

Charles Abbott will now include a second inspector with this plan.

COMMENTS – PLEASE LIMIT TO THREE MINUTES

Clerk Comments – Ms. Csukas reminded Mayor Taylor and the City Council of their retreat in Canton on Friday, May 19, 2023, and Saturday, May 20, 2023, for strategic purposes.

City Manager Comments – No comments

City Council Comments:

Councilmember Shirley thanked City Manager Martin for the excellent audit reports.

Councilmember Ariemma has no comments.

Councilmember Gaddis had no comments.

Councilmember Larson had no comments.

Councilmember Reagin had no comments.

Councilmember Bagley commented on the memorial markers that honor our veterans placed throughout the City. Next weekend, on May 20th and 21st, is the Arts and Wine Festival. He also reminded Mr. Vince Hunsinger to watch out for the memorial makers during any construction of the sidewalks. The women's UNG softball team was congratulated on their recent placement in the super regional game.

City Attorney Comments - no comments.

Mayor Comments - no comments.

ADJOURNMENT

Mayor Taylor called for a motion to adjourn the Work Session at 5:08 PM.

Motion made by Councilmember Larson, Seconded by Councilmember Ariemma.

Voting Yea: Councilmember Larson, Councilmember Gaddis, Councilmember Ariemma,
Councilmember Reagin, Councilmember Shirley, Councilmember Bagley



CITY COUNCIL AGENDA REPORT

DATE: May 17, 2023
TITLE: Quataunda Armstrong – Swearing-in Ceremony as Voting Member of the Cemetery Committee
PRESENTED BY: Chris Worick – Chairman Cemetery Committee

AGENDA ITEM DESCRIPTION:

Chris Worick is requesting to complete the swearing ceremony for Quataunda Armstrong as a voting member of the cemetery committee.

HISTORY/PAST ACTION:

The City Council placed Quataunda Armstrong as a voting member of the Cemetery Committee on May 1, 2023.

FINANCIAL IMPACT:

RECOMMENDATION:

Staff requests to complete the swearing-in ceremony for Quataunda Armstrong as a voting member of the cemetery committee.

SUGGESTED MOTIONS:

Staff requests to complete the swearing-in ceremony for Quataunda Armstrong as a voting member of the cemetery committee.

ATTACHMENTS:



CITY OF DAHLONEGA
OATH OF OFFICE

I, Quataunda Armstrong solemnly swear that I will support the Constitution of the United States and of the State of Georgia, that I will in all respects observe the provisions of the Charter and Ordinances of the City of Dahlonega, and I will faithfully discharge the duties of the Dahlonega Cemetery Committee as a Voting Member, so help me God.

On this 5th day of June 2023

Signature of Dahlonega Cemetery Committee Voting Member

Attest:

Chris Worwick, Cemetery Chair

Proclamation

53rd ANNUAL PROFESSIONAL MUNICIPAL CLERKS WEEK
May 1 - May 7, 2023

Whereas, The Office of the Professional Municipal Clerk, a time-honored and vital part of local government, exists throughout the world, and

Whereas, The Office of the Professional Municipal Clerk is the oldest among public servants, and

Whereas, The Office of the Professional Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels, and

Whereas, Professional Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all.

Whereas, The Professional Municipal Clerk serves as the information center on functions of local government and community.

Whereas, Professional Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Professional Municipal Clerk through participation in education programs, seminars, workshops, and the annual meetings of their state, provincial, county, and international professional organizations.

Whereas, It is most appropriate that we recognize the accomplishments of the Office of the Professional Municipal Clerk.

Now, Therefore, I, _____, Mayor of _____, do recognize the week of May 1 through May 7, 2023, as Professional Municipal Clerks Week, and further extend appreciation to our Professional Municipal Clerk, _____, and to all Professional Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

Dated this _____ day of _____, 2023

Mayor _____ Attest: _____



Poppy Proclamation

Whereas, America is the land of freedom, preserved and protected willingly and freely by generations of veterans;

Whereas, millions who have answered the call to arms have died in the fields of battle;

Whereas, a nation at peace must be reminded of the price of war and debt owed to those who have died in war;

Whereas, the American Legion Auxiliary has pledged to remind America annually of this debt through distribution of the memorial flower, the poppy;

Whereas, since World War I, the red poppy has been designated as the symbol of sacrifice of lives in all wars. Congress passed in 2017, the Friday before Memorial Day as "National Poppy Day";

Therefore, JoAnne Taylor, Mayor of the City of Dahlonega, Georgia, does hereby proclaim the 26th day of May 2023 as National Poppy Day and asks that all citizens pay tribute to those who have made the ultimate sacrifice in the name of freedom by wearing the Memorial Poppy on this day.

In witness whereof, I have set my hand and caused to be affixed the official seal of Dahlonega, Georgia, this 5th day of June 2023.

Dated this _____ day of _____, 2023

Mayor _____

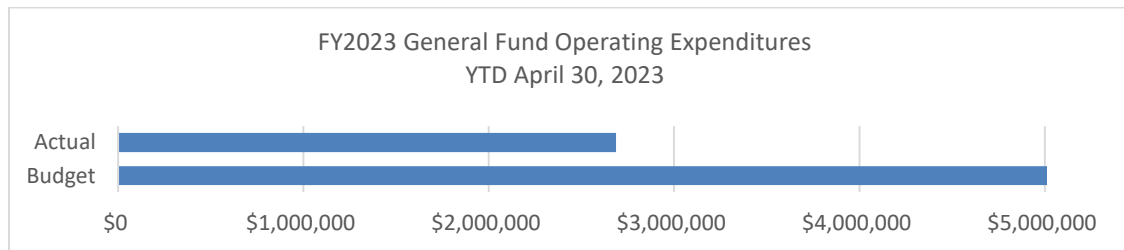
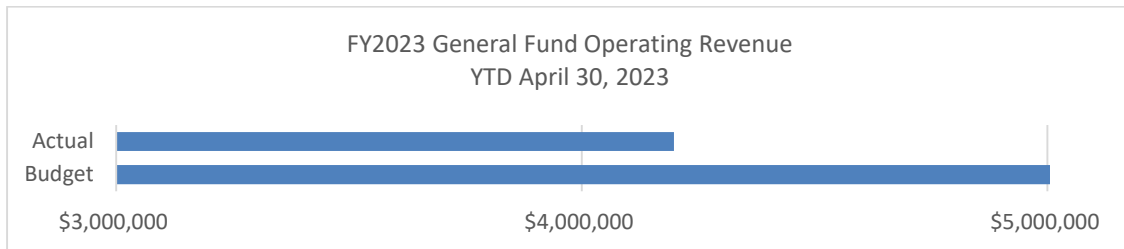
Attest: _____



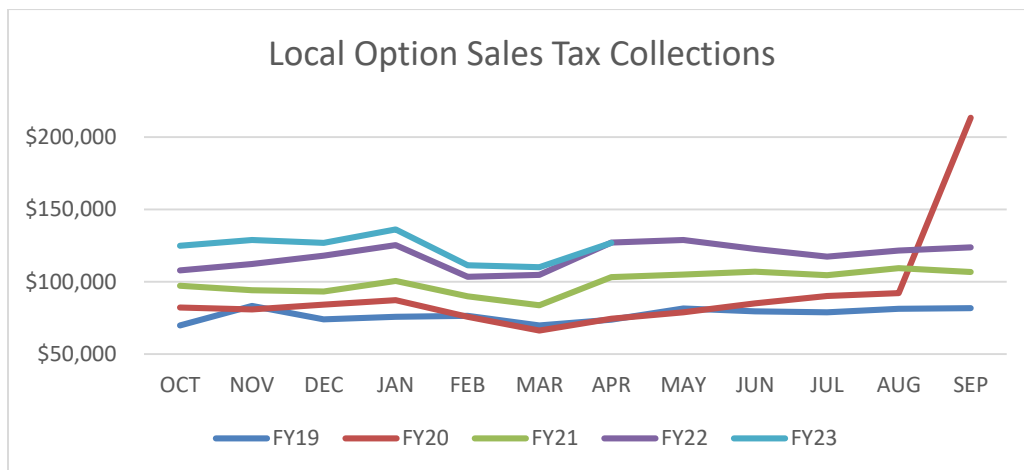
CITY OF DAHLONEGA MONTHLY FINANCIAL REPORTS

For the Seven Months Ended April 30, 2023

GENERAL FUND



- The annual property tax bills were levied and mailed by the Tax Commissioner on October 1st with a December 1st due date. To date, 100% of the 2022 taxes budgeted have been collected.
- Sales tax collections remain strong, reflecting collections 8.31% greater than FY22. The change in the State law related to internet sales taxation has continued to positively impact our collections.



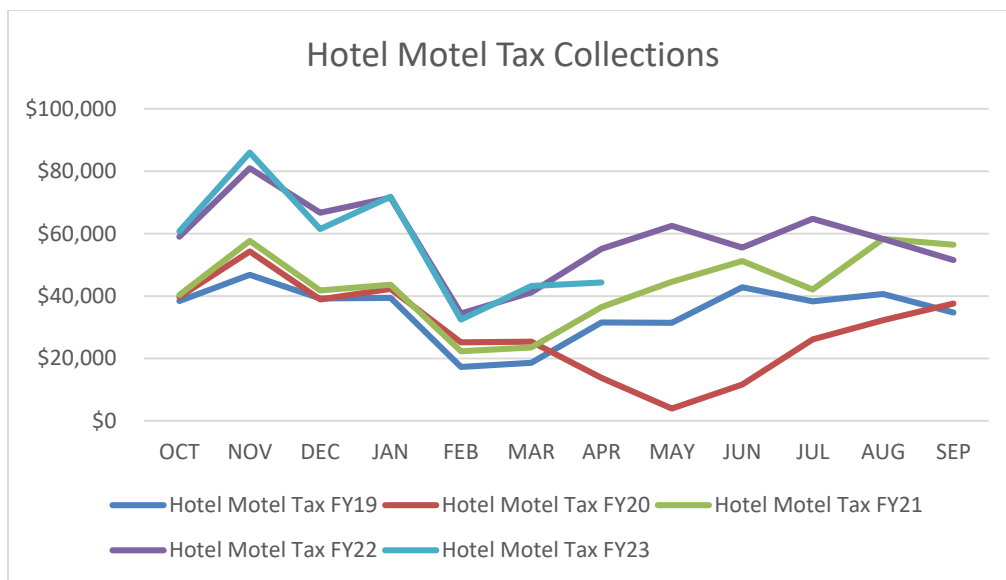
- The annual revenue for Insurance Premium Tax is \$545,246.95 this fiscal year, which is 24% greater than last fiscal year. This amount is based on a population formula.
- Alcoholic Beverage Tax and License revenue collected year-to-date is greater than the prior year.
- Permit revenue collected year-to-date is greater than last year's collections.
- Department expenditures are in line with budget expectations.

DOWNTOWN DEVELOPMENT AUTHORITY

- Operational results are on track with the budget. As the budget was programmed to use fund balance, there is no concern with the lag in revenues for this fund.

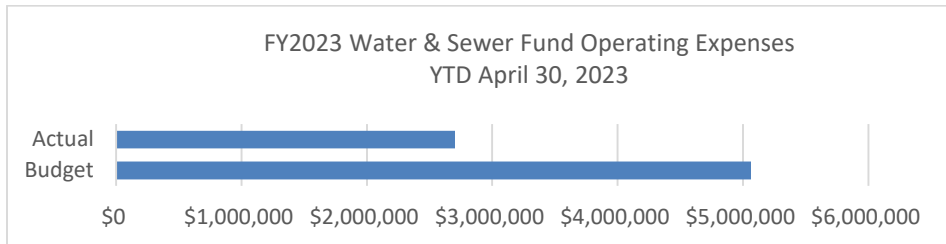
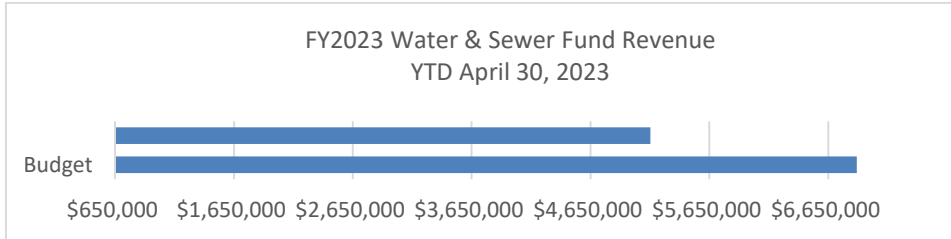
HOTEL/MOTEL TAX FUND

- Tax revenue collections experienced a sharp decline in April 2020 with the onset of the Pandemic. Beginning in September 2020, collections have remained higher than in previous years. FY23 fell this month to a trend of 2.14% less than FY22 but is still 72.96% higher than pre-pandemic collections. There are two factors for the increase above pre-pandemic levels. One is the change to the law regarding collection by third-party online booking agencies, the other is the new hotel.



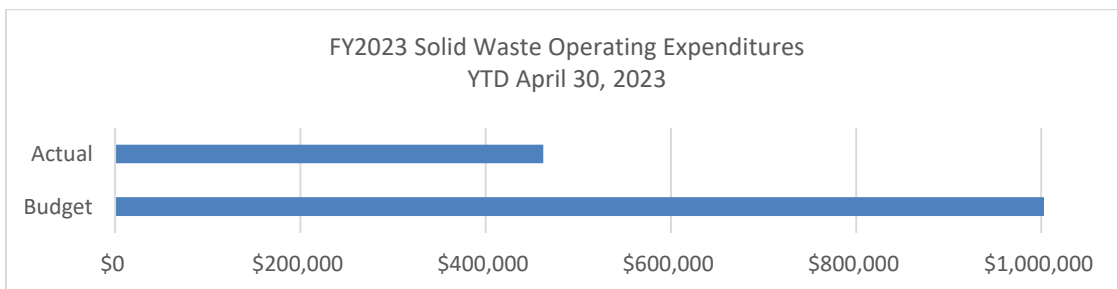
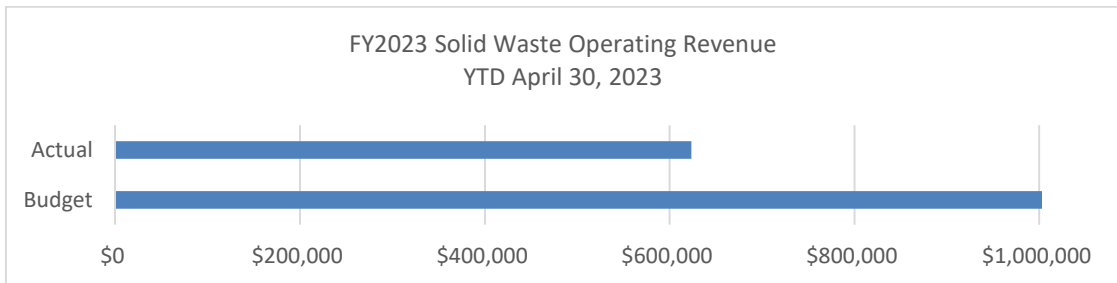
WATER AND SEWER FUND

- Water and sewer sales are trending along with budget projections. Revenue from water sales and sewer charges is 7.81% more than last year and 7.41% greater than pre-pandemic numbers.
- All department expenses are in line with the budget.



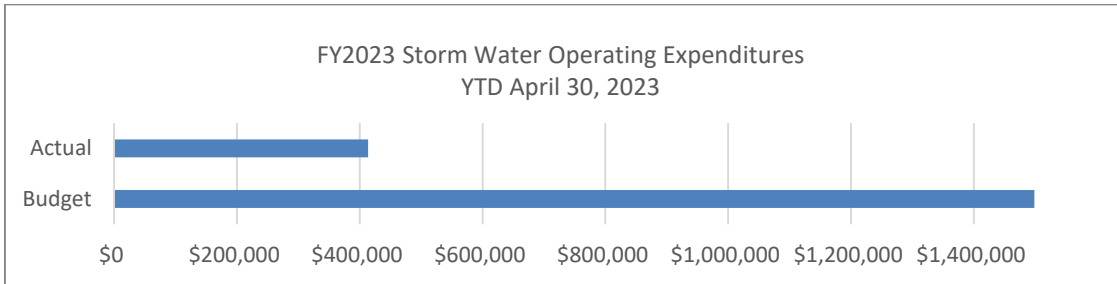
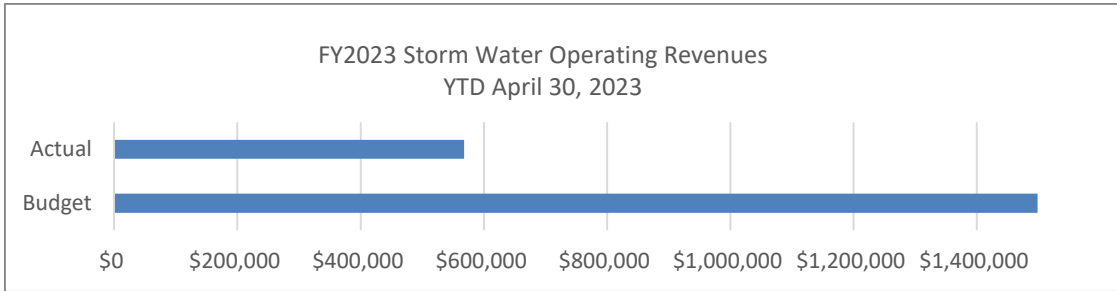
SOLID WASTE FUND

- Refuse Collection Charges are Revenues are 1.8% greater than the prior year.
- Expenses are meeting budget expectations.



STORMWATER ENTERPRISE FUND

- Transfers In and Indirect Charges reflect a seven-month allocation.
- Stormwater utility charges were first billed in January 2021 and are meeting budget expectations.
- Expenses are related to the startup of the new utility, projects, and allocated staff pay and benefits.



(Prepared for Council and Management by Allison Martin 5/30/2023)

GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	YTD BALANCE 04/30/2023 NORMAL (ABNORMAL)	% BDGT USED
Fund 100 - GENERAL FUND				
	GENERAL PROPERTY TAXES	1,784,753.00	1,696,205.73	95.04
	GENERAL SALES AND USE TAXES	1,106,535.00	739,598.27	66.84
	SELECTIVE SALES AND USES TAXES	225,600.00	124,097.39	55.01
	ALCOHOLIC BEVERAGES LICENSES	138,900.00	137,080.00	98.69
	BUSINESS TAXES	581,801.00	695,577.49	119.56
	PENALTIES AND INTEREST	1,600.00	896.19	56.01
	PERMITS AND FEES	73,000.00	62,932.47	86.21
	INTERGOVERNMENTAL REVENUE	21,646.00	26,477.02	122.32
	CHARGES FOR SERVICES	729,483.00	429,188.84	58.83
	FINES AND FORFEITURES	241,600.00	116,138.59	48.07
	INVESTMENT INCOME	26,793.00	67,586.00	252.25
	MISCELLANEOUS REVENUE	22,000.00	12,883.50	58.56
	OTHER FINANCIAL SOURCES	55,000.00	12,925.00	23.50
	OTHER CHARGES FOR SERVICES	15,500.00	16,389.21	105.74
	TRANSFERS IN FROM OTHER FUNDS	102,850.00	60,054.19	58.39
	TOTAL REVENUES	5,127,061.00	4,198,029.89	81.88
	LEGISLATIVE	252,533.00	125,496.19	49.69
	EXECUTIVE	263,848.00	113,136.43	42.66
	ELECTIONS	22,335.00	242.25	1.08
	GENERAL ADMINISTRATION	1,059,920.00	673,334.47	63.53
	MUNICIPAL COURT	299,805.00	143,177.87	47.76
	CITY MARSHAL	561,071.00	319,277.21	56.80
	PUBLIC WORKS ADMINISTRATION	198,130.00	99,870.84	50.41
	STREETS	1,237,816.00	627,034.91	50.44
	MAINTENANCE AND SHOP	114,099.00	60,320.14	52.87
	CEMETERY	64,173.00	9,402.05	13.78
	PARKS	44,700.00	19,758.28	41.86
	COMMUNITY DEVELOPMENT	447,372.00	198,123.51	44.29
	NON-DEPARTMENTAL	50,000.00	0.00	0.00
	TRANSFERS OUT TO OTHER FUNDS	511,259.00	298,234.44	58.33
	TOTAL EXPENDITURES	5,127,061.00	2,687,408.59	52.27
Fund 100 - GENERAL FUND:				
	TOTAL REVENUES	5,127,061.00	4,198,029.89	81.88
	TOTAL EXPENDITURES	5,127,061.00	2,687,408.59	52.27
	NET OF REVENUES & EXPENDITURES	0.00	1,510,621.30	10,595.32

GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	YTD BALANCE 04/30/2023 NORMAL (ABNORMAL)	% BDGT USED
Fund 230 - DOWNTOWN DEVELOPMENT AUTHORITY				
	CHARGES FOR SERVICES	1,100.00	148.19	13.47
	INVESTMENT INCOME	400.00	4,514.96	1,128.74
	CONTRIBUTIONS AND DONATIONS	100.00	300.00	300.00
	MISCELLANEOUS REVENUE	200.00	2,655.00	1,327.50
	TRANSFERS IN FROM OTHER FUNDS	232,450.00	135,595.81	58.33
	APPROPRIATED FUND BALANCE	71,969.00	0.00	0.00
	TOTAL REVENUES	306,219.00	143,213.96	46.77
	DDA ADMINISTRATION	145,092.00	87,932.13	51.88
	TOURISM	103,284.00	30,105.74	29.15
	DOWNTOWN DEVELOPMENT	57,843.00	42,696.83	73.82
	TOTAL EXPENDITURES	306,219.00	160,734.70	48.61
Fund 230 - DOWNTOWN DEVELOPMENT AUTHORITY:				
	TOTAL REVENUES	306,219.00	143,213.96	46.77
	TOTAL EXPENDITURES	306,219.00	160,734.70	48.61
	NET OF REVENUES & EXPENDITURES	0.00	(17,520.74)	71.77

GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	YTD BALANCE 04/30/2023 NORMAL (ABNORMAL)	% BDGT USED
Fund 275 - HOTEL/MOTEL TAX FUND				
	HOTEL/MOTEL TAXES	680,000.00	339,477.57	49.92
	INVESTMENT INCOME	100.00	2,571.25	2,571.25
	TOTAL REVENUES	680,100.00	342,048.82	50.29
	PURCHASES/CONTRACTED SERVICES	288,575.00	137,563.84	47.67
	TRANSFERS OUT TO OTHER FUNDS	391,525.00	228,389.56	58.33
	TOTAL EXPENDITURES	680,100.00	365,953.40	53.81
Fund 275 - HOTEL/MOTEL TAX FUND:				
	TOTAL REVENUES	680,100.00	342,048.82	50.29
	TOTAL EXPENDITURES	680,100.00	365,953.40	53.81
	NET OF REVENUES & EXPENDITURES	0.00	(23,904.58)	100.00

GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	YTD BALANCE 04/30/2023 NORMAL (ABNORMAL)	% BDGT USED
Fund 505 - WATER AND SEWER ENTERPRISE FUND				
	INTERGOVERNMENTAL REVENUE	0.00	1,548.57	100.00
	INVESTMENT INCOME	6,600.00	150,285.61	2,277.05
	MISCELLANEOUS REVENUE	3,000.00	1,536.94	51.23
	OTHER FINANCIAL SOURCES	0.00	29,166.00	100.00
	WATER CHARGES	2,941,401.00	1,876,358.46	63.79
	TAP FEES - WATER	175,000.00	655,708.00	374.69
	SEWER CHARGES	2,167,558.00	1,385,253.98	63.91
	TAP FEES - SEWER	175,000.00	713,387.00	407.65
	OTHER CHARGES FOR SERVICES	70,800.00	50,096.88	70.76
	TRANSFERS IN FROM OTHER FUNDS	1,351,502.00	291,666.69	21.58
	TOTAL REVENUES	6,890,861.00	5,155,008.13	74.81
	SEWER LIFT STATIONS	262,198.00	91,448.95	34.19
	SEWER TREATMENT PLANT	784,715.00	417,849.18	51.97
	DISTRIBUTION AND COLLECTION	1,149,766.00	577,663.45	48.25
	WATER SUPPLY	362,296.00	91,419.82	25.23
	WATER TREATMENT PLANT	2,320,616.00	998,953.16	42.33
	CAPITAL OUTLAYS	1,825,530.00	451,843.50	22.51
	INTERFUND CHARGES	125,740.00	73,348.31	58.33
	OTHER COSTS	60,000.00	94.01	0.16
	TOTAL EXPENDITURES	6,890,861.00	2,702,620.38	37.62
Fund 505 - WATER AND SEWER ENTERPRISE FUND:				
	TOTAL REVENUES	6,890,861.00	5,155,008.13	74.81
	TOTAL EXPENDITURES	6,890,861.00	2,702,620.38	37.62
	NET OF REVENUES & EXPENDITURES	0.00	2,452,387.75	837.34

GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	YTD BALANCE 04/30/2023 NORMAL (ABNORMAL)	% BDGT USED
Fund 540 - SOLID WASTE ENTERPRISE FUND				
	CHARGES FOR SERVICES	300.00	175.00	58.33
	INVESTMENT INCOME	750.00	6,545.37	872.72
	OTHER CHARGES FOR SERVICES	8,000.00	4,591.34	57.39
	REFUSE COLLECTION CHARGES	1,003,716.00	623,318.37	62.10
	APPROPRIATED NET ASSETS	1,935.00	0.00	0.00
	TOTAL REVENUES	1,014,701.00	634,630.08	62.54
PERSONAL SERVICES AND EMPLOYEE BENEFITS				
	PURCHASES/CONTRACTED SERVICES	500,845.00	244,495.97	48.82
	SUPPLIES	222,700.00	131,805.19	59.19
	CAPITAL OUTLAYS	120,700.00	38,058.70	29.93
	INTERFUND CHARGES	33,600.00	10,655.00	31.71
	OTHER COSTS	62,870.00	36,674.19	58.33
	DEBT SERVICE	40,000.00	24.54	0.06
	TOTAL EXPENDITURES	33,986.00	688.18	2.02
	TOTAL EXPENDITURES	1,014,701.00	462,401.77	45.28
Fund 540 - SOLID WASTE ENTERPRISE FUND:				
	TOTAL REVENUES	1,014,701.00	634,630.08	62.54
	TOTAL EXPENDITURES	1,014,701.00	462,401.77	45.28
	NET OF REVENUES & EXPENDITURES	0.00	172,228.31	2,666.53

GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	YTD BALANCE 04/30/2023 NORMAL (ABNORMAL)	% BDGT USED
Fund 560 - STORMWATER ENTERPRISE FUND				
	INVESTMENT INCOME	500.00	3,940.11	788.02
	OTHER CHARGES FOR SERVICES	1,000.00	834.99	83.50
	TRANSFERS IN FROM OTHER FUNDS	1,122,279.00	356,567.75	31.77
	STORMWATER UTILITY CHARGES	375,000.00	206,618.99	55.10
	TOTAL REVENUES	1,498,779.00	567,961.84	37.89
	PERSONAL SERVICES AND EMPLOYEE BENEFITS	80,481.00	38,458.87	47.79
	PURCHASES/CONTRACTED SERVICES	81,710.00	0.00	0.00
	SUPPLIES	31,231.00	52.50	0.17
	CAPITAL OUTLAYS	811,494.00	87,014.28	8.51
	INTERFUND CHARGES	493,863.00	288,086.75	58.33
	TOTAL EXPENDITURES	1,498,779.00	413,612.40	24.19
Fund 560 - STORMWATER ENTERPRISE FUND:				
	TOTAL REVENUES	1,498,779.00	567,961.84	37.89
	TOTAL EXPENDITURES	1,498,779.00	413,612.40	24.19
	NET OF REVENUES & EXPENDITURES	0.00	154,349.44	73.09
	TOTAL REVENUES - ALL FUNDS	15,517,721.00	11,040,892.72	71.15
	TOTAL EXPENDITURES - ALL FUNDS	15,517,721.00	6,792,731.24	42.28
	NET OF REVENUES & EXPENDITURES	0.00	4,248,161.48	773.55



Ordinances and Resolutions

DATE: 06/02/2023
TITLE: Ordinance 2023-01: Zoning Map Amendment - James and Joann Gribben on behalf of Applegate Cottages, LLC (Parcel No. D07-065)
PRESENTED BY: Doug Parks, City Attorney

AGENDA ITEM DESCRIPTION:

This is an Ordinance amending the zoning map of the City of Dahlonega, Georgia, by changing the zoning on a parcel of land consisting of 0.120 acres, more or less, lying within tax parcel D07-065. said parcel of land is located in land lot 928 of the 12th district, 1st section, City of Dahlonega. The land described shall be zoned as R-2 (Multi-Family Residential).

HISTORY/PAST ACTION:

The ordinance came before the council for review, then prior to action a request was made for consultant recommendation. The consultant suggested approval with a condition regarding bringing the property into compliance with the city's requirements concerning separate metering of units within properties of this nature.

FINANCIAL IMPACT:

N/A

RECOMMENDATION:

Approval.

SUGGESTED MOTIONS:

Motion to approve Ordinance 2023-01.

ATTACHMENTS:

Ordinance 2023-01

**CITY OF DAHLONEGA
ORDINANCE 2023-01**

AN ORDINANCE AMENDING THE ZONING MAP OF THE CITY OF DAHLONEGA, GEORGIA, BY CHANGING THE ZONING ON PARCEL OF LAND CONSISTING OF 0.12 ACRES, MORE OR LESS, LYING WITHIN TAX PARCEL D07-065. SAID PARCEL OF LAND IS LOCATED IN LAND LOT 928 OF THE 12th DISTRICT, 1ST SECTION, CITY OF DAHLONEGA, LUMPKIN COUNTY, GEORGIA RECORDS AS MORE PARTICULARLY DESCRIBED ON THAT CERTAIN PLAT OF SURVEY PREPARED FOR JAMES AND JOANN GRIBBEN BY RICHARD WEBB AND ASSOCIATES, REGISTERED SURVEYOR, DATED APRIL 1, 2015.

BE IT HEREBY ORDAINED BY THE GOVERNING BODY OF THE CITY OF DAHLONEGA, GEORGIA, AS FOLLOWS:

SECTION I.

That from and after the passage of this Ordinance the lands described in the Legal Description incorporated into this Ordinance shall be zoned and so designated on the Zoning Map of the City of Dahlonega in classification R-2 (Multi-Family Residential). Additionally, the subject property must conform to an additional condition set forth herein which is as follows:

- (1) Upon any change to the structure of the property requiring the issuance of a building permit by the City, the subject property must be in order for a permit to be issued separately metered for each unit as to water and sewer service at the rates then existing within the City of Dahlonega, and further conform to all city code requirements.

LEGAL DESCRIPTION

ALL THAT TRACT OR PARCEL OF LAND LYING AND BEING IN LAND LOT 928 OF THE 12TH DISTRICT, 1ST SECTION OF LUMPKIN COUNTY, GEORGIA, CITY OF DAHLONEGA, AND BEING 0.120 ACRES MORE OR LESS, ACCORDING TO THAT CERTAIN PLAT OF SURVEY DATED APRIL 1, 2015, PREPARED FOR JAMES AND JOANN GRIBBEN BY RICHARD WEBB AND ASSOCIATES, REGISTERED SURVEYOR, SAID PLAT BEING RECORDED IN PLAT BOOK 2020, PAGE 144, LUMPKIN COUNTY RECORDS. SAID PLAT IS HEREBY INCORPORATED HEREIN BY REFERENCE.

SECTION II.

All Ordinances and parts of Ordinances in conflict herewith are hereby repealed.

SECTION III.

If any portion of this Ordinance shall be held to be invalid or unconstitutional, such invalidity or unconstitutionality shall not affect or impair the remaining portions unless it clearly appears that such other parts are wholly and necessarily dependent upon the part held to be invalid or unconstitutional.

SECTION IV.

The effective date of this Ordinance shall be upon approval by the City Council of Dahlonega, Georgia.

APPROVED THIS ____ DAY OF _____, 2023 BY THE MAYOR AND COUNCIL OF THE CITY OF DAHLONEGA, GEORGIA.

JoAnne Taylor, Mayor

Attest:

Mary Csukas, City Clerk



City Council Agenda Memo

DATE: April 27, 2023
TITLE: Zoning Changes Pursuant to HB 1405
PRESENTED BY: Doug Parks, City Attorney

AGENDA ITEM DESCRIPTION:

The attached Ordinance for consideration is regarding the mandatory zoning changes outlined in HB 1405.

Specifically, the additions are outlined as follows: (1) Annexation procedures; (2) language to be included in a Public Hearing Notice; (3) appeal shall be brought within 30 days of the written decision of the appeal; and (4) designation of officer for perfection of service. Not required by HB 1405 but added is a requirement for a pre-application meeting prior to filing a request for a zoning decision.

HISTORY/PAST ACTION:

FINANCIAL IMPACT:

RECOMMENDATION:

Approval as these are mandatory changes.

SUGGESTED MOTIONS:

Motion to approve Ordinance 2023-05.

ATTACHMENTS: Ordinance 2023-05: Regarding Zoning Changes Pursuant to HB 1405

AN ORDINANCE TO AMEND ORDINANCE 91-9 WHICH APPEARS IN THE CODE OF THE CITY OF DAHLONEGA, GEORGIA, AND MORE PARTICULARLY APPEARS IN THE PUBLICATION OF THE CODE OF THE CITY OF DAHLONEGA, GEORGIA AT: SUBPART B: LAND USE AND LAND DEVELOPMENT; APPENDIX B: ZONING, ARTICLE XXVI: AMENDMENT, APPLICATION AND PROCEDURAL REQUIREMENTS; SECTIONS 2603: FREQUENCY OF APPLICATION, 2607: CRITERIA TO CONSIDER FOR MAP AMENDMENTS (REZONINGS), 2609: PUBLIC NOTICE AND PUBLIC HEARING REQUIRED, 2610: RECOMMENDATION BY ZONING ADMINISTRATIVE OFFICER, 2611: PLANNING COMMISSION RECOMMENDATION; AND TO ADD SECTIONS 2619: APPEALS, AND SECTION 2620: DESIGNATION OF OFFICER FOR PERFECTION OF SERVICE; STAY OF PROCEEDINGS.

Short title: "An ordinance to amend the current zoning regulations to be consistent with House Bill 1405."

WHEREAS, the City of Dahlonega ("City") is a municipal corporation duly organized and existing under the laws of the State of Georgia; and

WHEREAS, the duly elected governing authority of the City is the Mayor and Council thereof ("City Council"); and

WHEREAS, the Georgia General Assembly passed Georgia Laws Act 881 (H.B. 1405) during the 2021-2022 Regular Session, and said Act was signed by the Governor on May 13, 2022, which instituted sweeping changes of the Georgia Zoning Procedures Law; and

WHEREAS, it is necessary to amend the City of Dahlonega Zoning Ordinance to conform to the changes in the Zoning Procedures Law; and

WHEREAS, municipalities are required to come into compliance with the amended procedures by July 1, 2023; and

WHEREAS, the Mayor and City Council of the City of Dahlonega find this text amendment to the City of Dahlonega Zoning Ordinance to be in the best interest of the public health, safety, and welfare.

NOW, THEREFORE, be it ordained, and it is so ordained by the authority of the City Council of Dahlonega, that the following Sections of Ordinance 91-9 as it appears as an appendix in the Code of the City of Dahlonega are hereby amended as noted and in two cases added in the following particulars:

SECTION I:

BE IT ORDAINED by the City Council of Dahlonega, and it is ordained by authority of the same, that Subpart B, Appendix B, Article XXVI, Section 2603, of the Code of the City of Dahlonega, Georgia, is hereby amended so that said Section now reads as follows in its entirety:

Sec. 2603. Frequency of application; Pre application meeting.

The Governing Body or the Planning Commission may at any time file, in its own name, an application for amendment to the text of the zoning regulations or the official zoning map.

If the zoning decision of the Governing Body is for the rezoning of property and the amendment to the zoning ordinance to accomplish the rezoning is defeated by the Governing Body, then the same property may not again be considered for rezoning until the expiration of at least six months immediately following the defeat of the rezoning by the Governing Body.

A property owner or subsequent property owner shall not initiate action for a map amendment, conditional use permit, or variance affecting the same or any portion of property more often than once every six (6) months from the date of any previous decision rendered by the Governing Body defeating a request provided, however, that a property owner may petition for the alteration, modification or deletion of conditions of zoning in accordance with the provisions of this Article.

Prior to the filing of a rezoning or variance application, the owner or his/her representative is required to schedule a Pre-Application Conference with the Zoning Administrative Officer to review applicable regulations that apply to the proposal and to discuss potential issues. The date of the pre-application meeting shall be noted on the application for rezoning or special use.

SECTION II:

BE IT ORDAINED by the City Council of Dahlonega, and it is ordained by authority of the same, that Subpart B, Appendix B, Article XXVI, Section 2607, of the Code of the City of Dahlonega, Georgia, is hereby amended so that said Section now reads as follows in its entirety:

**Sec. 2607. Criteria to consider for map amendments (rezonings) and text amendments.
Procedures must be complete when annexation and zoning are considered together.**

In exercising the zoning powers granted to the Mayor and City Council by State Law, the City Council shall apply the following standards in making zoning decisions, weighing each standard to the extent appropriate or relevant to each zoning decision:

- a) Standards for consideration of rezonings:
 - (1) Whether the zoning proposal will permit a use that is suitable in view of the use and development of adjacent and nearby property.
 - (2) Whether the zoning proposal will adversely affect the existing use or usability of adjacent or nearby property.
 - (3) Whether the zoning proposal will result in a use that will or could cause an excessive or burdensome use of existing streets, transportation facilities, utilities, or schools.
 - (4) Whether the zoning proposal is consistent with the Comprehensive Plan, transportation plans, or other plans adopted for guiding development within the City of Dahlonega.
 - (5) Whether there are other existing or changing conditions affecting the use and development of property that give supporting grounds for either approval or disapproval of the zoning or special use proposal.
- b) Standards for considering the adoption of a text amendment to Ordinance 91-9 Amended or other "zoning" ordinances:
 - (1) Is the proposal consistent with the purpose and intent of the ordinance or regulation under consideration?

- (2) Does the proposal further or is it compatible with the purpose and intent of the Comprehensive Plan?
 - (3) Is the proposal required to adequately address new or changing conditions or to properly implement the Comprehensive Plan?
 - (4) Does the proposal reasonably promote the public health, safety, morality or general welfare?
- c) Public notice and public hearing requirement procedures must be complete prior to annexation final vote.
- (1) The procedures required by these regulations for zoning must be complete except for the final vote of the municipal governing authority, prior to adoption of the annexation ordinance or resolution or the effective date of any local Act but no sooner than the date the notice of the proposed annexation is provided to the governing authority of the county as required under Code Section 36-36-6;
 - (2) The public hearing(s) required by these regulations shall be conducted prior to the annexation of the subject property into the municipality;
 - (3) In addition to the other notice requirements of these regulations, the municipality shall cause to be published within a newspaper of general circulation within the territorial boundaries of the county wherein the property to be annexed is located a notice of the hearing (and signage) as required under other provisions of these regulations.
 - (4) The zoning classification approved by the municipality following the hearing required by this Code section shall become effective on the later of:
 - (A) The date the zoning is approved by the municipality;
 - (B) The date that the annexation becomes effective pursuant to Code Section 36-36-2; or
 - (C) Where a county has interposed an objection pursuant to Code Section 36-33-11, the date provided for in paragraph (8) of subsection (c) of said Code section.

SECTION III:

BE IT ORDAINED by the City Council of Dahlonega, and it is ordained by authority of the same, that Subpart B, Appendix B, Article XXVI, Section 2609, of the Code of the City of Dahlonega, Georgia, is hereby amended so that said Section now reads as follows in its entirety:

Sec. 2609. Public notice and public hearing required.

This section shall apply to all applications for amendments to the text of the zoning regulations, amendments to the official zoning map, petitions for variances and appeals to the Board of Zoning Appeals, requests for conditional use approval, requests for alteration or extension of conditional zoning, applications for site plan approval in the MHP District, and petitions for development approval for property within the PUD, Planned Unit Development District, and applications for condominium site plan approval.

Prior to making any zoning decision, the City Council shall conduct a Public hearing. The public hearing shall be called and a public notice provided in accordance with the provisions of Ordinance 91-9 as amended and in accordance with the provisions of O.C.G.A. § 36-66-4. Public Hearing Notice, as follows:

- a) A notice of time and place of the hearing shall be published at least 30 Days, but not more than 45 days, prior to said Public hearing in the official legal organ of the City of Dahlonega or another newspaper of general circulation within the territorial boundaries of the city. The notice shall state the time, place and purpose of the hearing in accordance with O.C.G.A. § 36-66-4. If the proposed amendment is a rezoning of property, variance, conditional or special use initiated by a party other than the City Council, then:
 - 1) The published notice, in addition to the foregoing, shall include the name of the applicant, the address and location of the property, the present zoning classification of the property, and the proposed zoning classification of the property or proposed variance sought; and
 - 2) A sign or signs containing that same information shall be placed on the property by the City not less than 15 days, prior to the date of the hearing. The sign or signs shall be placed in a conspicuous location on the property frontage in such manner as to be legible from the public road. On lots with more than one road frontage, a sign will be placed facing each Public road. If the property has no road frontage, a sign shall be placed at a location on each road where access will be gained to the property.

All required public hearings shall be held by the Governing Body, and no action shall be taken on said applications until a public hearing has been held by the Governing Body.

Public hearings regarding variances and appeals shall be held by the Board of Zoning Appeals, and no action shall be taken on said applications until a public hearing has been held by the Board of Zoning Appeals. The public hearing shall be called, and a public notice provided in accordance with the provisions of O.C.G.A. § 36-66-4(g). Public Hearing Notice, as follows: Notice of such hearing shall be provided at least 30 days nor more than 45 days prior to the quasi-judicial hearing, with such notice being made as provided for in these regulations and with additional notice being mailed at least thirty days prior to the hearing to the owner of the property that is the subject of the proposed action.

Public hearings may be delayed, rescheduled or continued to another time and date, provided announcement is given at the time and place of the initially scheduled and advertised public hearing, and provided such date, time and location of the public hearing to be delayed, rescheduled or continued is given. If the applicant of a petition before the Planning Commission or Governing Body fails to attend the public hearing, then the Planning commission or Governing Body may require re-advertisement of the subject petition at the expense of the applicant. If there is no quorum of the Planning Commission or Governing Body at the scheduled public hearing, then the public hearing(s) shall be rescheduled and re-advertised at the City of Dahlonega's expense.

Where the proposed action includes any combination of zoning decisions under these regulations for the same property, only one hearing shall be required under this Code Section. At least 30 days nor more than 45 days prior to the date of the hearing, the local government shall cause to be published within a newspaper of general circulation within the territorial boundaries of the local government a notice of the hearing. The notice shall state the time, place, and purpose of the hearing.

SECTION IV:

BE IT ORDAINED by the City Council of Dahlonega, and it is ordained by authority of the same, that Subpart B, Appendix B, Article XXVI, Section 2610, of the Code of the City of Dahlonega, Georgia, is hereby amended so that said Section now reads as follows in its entirety:

Sec. 2610. Recommendation by zoning administrative officer; additional duties.

The Zoning Administrative Officer will, as appropriate, customarily submit to the recommending and/or decision making body, prior to a scheduled public hearing, copies of the site plan and letter of intent along with a written recommendation for approval, disapproval, deferral, withdrawal or other recommendation. Said recommendation shall include reasons for said recommendations, considered within the context of the appropriate criteria as specified by these regulations. The recommendations of the Zoning Administrative Officer shall have an advisory effect only and shall not be binding on the Governing Body. Copies of the Zoning Administrative Officer's recommendations shall be made available to the applicant and other interested parties upon completion and distribution to the appropriate bodies and at the public hearing. Following the Planning Commission's public hearing, as Secretary to the Planning Commission, the Zoning Administrative Officer shall prepare and submit the Planning Commission's recommendations to the City Council prior to the City Council's public hearing.

SECTION V:

BE IT ORDAINED by the City Council of Dahlonega, and it is ordained by authority of the same, that Subpart B, Appendix B, Article XXVI, Section 2611, of the Code of the City of Dahlonega, Georgia, is hereby amended so that said Section now reads as follows in its entirety:

Sec. 2611. Planning commission recommendation.

Prior to the hearing held by the Governing Body, the Planning Commission shall hold a public hearing on all applications for amendment to the text of the zoning regulations, amendments to the official zoning map, conditional use permit applications, petitions for alteration or extension of conditional zoning, requests for development plan approval within the PUD, Planned Unit Development District, request for site plan approval in the MHP, Mobile Home Park District, requests for condominium site plan approval and variances for properties located in all zoning districts.

After completing its studies of the particular petition, the Planning Commission shall submit a recommended action in writing to the Governing Body. The Planning Commission may submit any additional report it deems appropriate. The recommendations of the Planning Commission shall have an advisory effect only and shall not be binding on the Governing Body. Copies of the Planning Commission's recommendations and reports shall be made available to the applicant and other interested parties upon completion and distribution to the Governing Body and at the public hearing before the Governing Body.

The Planning Commission shall have thirty days within which to submit its recommendations. The Governing Body shall not take action on any of said applications, until it has received the recommendation of the Planning Commission within the specified time period. If the Planning Commission fails to submit a recommendation with the thirty (30) day period, it shall be deemed to have approved the proposed application.

The requirements set forth elsewhere herein for public notice and hearing before the Governing Body shall be required for the public hearing required before the Planning Commission.

SECTION VI:

BE IT ORDAINED by the City Council of Dahlonega, and it is ordained by authority of the same, that Subpart B, Appendix B, Article XXVI, of the Code of the City of Dahlonega, Georgia, is hereby amended to add a Section 2619 to read as follows:

Sec. 2619. Appeals.

‘Zoning Decisions’ means final legislative action by a local government which results in:

- (A) The adoption or repeal of a zoning ordinance;
- (B) The adoption of an amendment to a zoning ordinance which changes the text of the zoning ordinance;
- (C) The adoption or denial of an amendment to a zoning ordinance to rezone property from one zoning classification to another.
- (D) The adoption or denial of an amendment to a zoning ordinance by a municipal local government to zone property to be annexed into the municipality;
- (E) The grant or denial of a permit relating to a special use of property (including a conditional use);
- (F) The grant or denial of a variance or conditions concurrent and in conjunction with a decision pursuant to subparagraphs (C) or (E) of this paragraph.

All such challenges or appeals as to decisions of the City Council shall be brought within 30 days of the written decision of the challenged or appealed action. Specifically as to decisions of the Board of Zoning Appeals or other quasi-judicial decisions, the decision is a final decision and any appeal of such a decision shall be pursued by petition for review filed with the Lumpkin County Superior Court within 30 days of the date of the decision. The City Clerk shall serve as the officer to receive the petition or service of appeal on behalf of the Governing Body or Board of Zoning Appeals, in accordance with O.C.G.A. § 36-66-5.1.

SECTION VII:

BE IT ORDAINED by the City Council of Dahlonega, and it is ordained by authority of the same, that Subpart B, Appendix B, Article XXVI, of the Code of the City of Dahlonega, Georgia, is hereby amended to add a Section 2620 to read as follows:

Sec. 2620. Designation of Officer for perfection of service; stay of proceedings.

The city officer who shall have the authority, without additional board or agency action, to approve or issue any form or certificate necessary to perfect the petition described in Title 5, O.C.G.A., for review of lower judicatory bodies or agencies referenced in these regulations and upon whom

service of such petition may be effected or accepted on behalf of lower judicatory boards during normal business hours, at the regular offices of the City of Dahlonega shall be the City Clerk, and shall also serve as the official who shall have authority to accept service and upon whom service of an appeal of a quasi-judicial decision may be effected or accepted on behalf of the local governing authority, during normal business hours, at the regular offices of the local government.

An appeal or challenge by an opponent filed pursuant to these regulations shall stay all legal proceedings in furtherance of the action appealed from or challenged, unless the local government, officer, board, or agency from which or from whom the appeal or challenge is taken certifies that, by reason of the facts stated in the certificate, a stay would cause imminent peril to life or property. In such actions, the applicant for the zoning decision or the quasi-judicial decision shall be a necessary party and shall be named as a defendant in the action and served in accordance with the requirements of O.C.G.A. Title 5 or Title 9, as appropriate.

Except as modified herein, The Code of the City of Dahlonega, Georgia, is hereby reaffirmed and restated. The codifier is hereby granted editorial license to include this amendment in future supplements of said Code by appropriate section, division, article or chapter. The City Attorney is directed and authorized to direct the codifier to make necessary minor, non-substantive corrections to the provisions of this Code, including but not limited to, the misspelling of words, typographical errors, duplicate pages, incorrect references to state or federal laws, statutes, this Code, or other codes or similar legal or technical sources, and other similar amendments, without necessity of passage of a corrective ordinance or other action of the Mayor and Council. The City Clerk shall, upon the written advice or recommendation of the city attorney and without the necessity of further council action, alter, amend or supplement any non-codified ordinance, resolution or other record filed in his or her office as necessary to effect similar non-substantive changes or revisions and ensure that such public records are correct, complete and accurate.

Adopted and Ordained this ___ day of _____, 2023.

By: _____
JoAnne Taylor, Mayor

Attest: _____
Mary Csukas, City Clerk



City Council Agenda Memo

DATE: 5/8/2023
TITLE: Project # 2023-009 North Grove Sidewalk Construction
PRESENTED BY: Vince Hunsinger, Capital Project Manager

AGENDA ITEM DESCRIPTION:

Construction of curb, gutter, and concrete sidewalk.

HISTORY/PAST ACTION:

Bid Opening was on 5/10/2023. Two bids were received for \$249,510 and \$410,738. The low bidder was Hasbun Construction.

FINANCIAL IMPACT:

Current available budget for this project is \$93,550.00. Funds are available for transfer to this line item to complete the project and include an additional 10% contingency.

RECOMMENDATION:

Staff recommends:

- a budget amendment as recommended by the City Finance Director and
 - moving forward with award to Hasbun Construction.
-

SUGGESTED MOTIONS:

A motion to: "transfer adequate funds and thereby amending the North Grove sidewalk budget to a total of \$275,000 and awarding the project to Hasbun Construction."

ATTACHMENTS:

North Grove Design Drawings. Full-size versions are available at City Hall.



**SIGNING & SAFETY
REQUIREMENTS
PER MUTCD**

SIDEWALK IMPROVEMENT PLANS FOR: CITY OF DAHLONEGA

HIGHWAY 19N / N GROVE STREET
CITY OF DAHLONEGA
LUMPKIN COUNTY, GA

DES PROJECT NO. 21-486



SITE INFORMATION

GROVE STREET N, DAHLONEGA, GA 30533

NO PORTION OF THIS SITE IS LOCATED WITHIN THE 100-YEAR FLOOD PRONE AREA AS PER FLOOD INSURANCE RATE MAP NO. 13187C0161D, DATED 4/4/2018.

PROJECT DESCRIPTION:

THE PURPOSE OF THIS PROJECT IS TO CONSTRUCT NEW SIDEWALK ON TOP OF THE EXISTING SIDEWALK ALONG GROVE STREET. ENTRANCES ALONG HWY 19N / N GROVE ST WILL BE ADJUSTED ACCORDINGLY AND PROPOSED SIDEWALK TO BE TIED TO EXISTING SIDEWALKS WITHIN THE RIGHT-OF-WAY WHERE REQUIRED.

TOTAL FRONTAGE: ~1700'

OWNER/DEVELOPER
CITY OF DAHLONEGA
465 RILEY ROAD
DAHLONEGA, GA 30533
PHONE: (706) 864-6133

24-HOUR CONTACT
MR. MARK BUCHANAN
PHONE: (706) 482-2712
mbuchanan@dahlonega.gov

SHEET INDEX

1	COVER SHEET
2	SIDEWALK IMPROVEMENTS I
3	SIDEWALK IMPROVEMENTS II
4	SIDEWALK IMPROVEMENTS III
5	SIDEWALK IMPROVEMENTS IV
6	DETAILS



PREPARED BY:

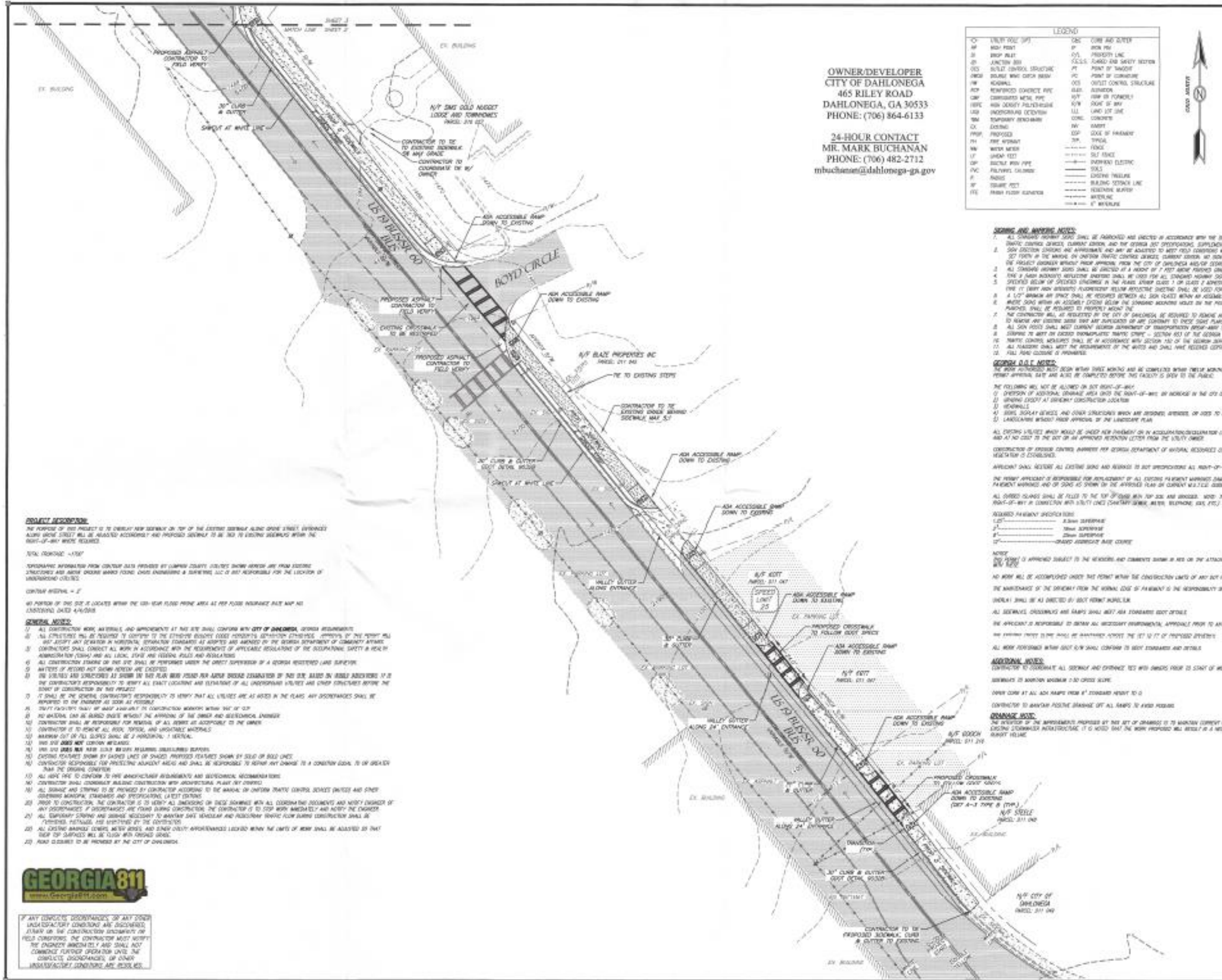
**DES
DAVIS**
ENGINEERING & SURVEYING
24 DAWSON VILLAGE
WAY SOUTH
DAWSONVILLE, GA 30534
PHONE: (706) 265-1234
DAVISENGINEERS.COM

REVISION	DATE	DESCRIPTION
1	5/19/2022	ADDRESS CORRECT
2	10/18/2022	ADDRESS CORRECT
3	11/16/2022	ADDRESS CORRECT
4	1/25/2023	ADDRESS CORRECT



IF ANY CONFLICTS OCCUR BETWEEN ANY OTHER DISCREPANCY CONDITIONS ARE ASSUMED TO BE CORRECT UNLESS OTHERWISE NOTED ON THE CONSTRUCTION DOCUMENTS OF THIS PROJECT. THE CONTRACTOR SHALL VERIFY THE LOCATION, DEPTH AND TYPE OF ALL UTILITIES PRIOR TO CONSTRUCTION AND SHALL BE RESPONSIBLE FOR NOTIFYING UTILITY OWNERS PRIOR TO CONSTRUCTION AND TO COORDINATE THE RELOCATION OF ALL UTILITIES WHICH CONFLICT WITH THE PROPOSED IMPROVEMENTS SHOWN ON THESE DRAWINGS.

THE INSTALLATION OF EROSION CONTROL MEASURES AND PRACTICES SHALL OCCUR PRIOR TO LAND DISTURBING ACTIVITIES. THE LOCATION OF ALL UTILITIES SHOWN ON THESE DRAWINGS ARE APPROXIMATE AND WERE OBTAINED FROM OBSERVATIONS AT THE SITE AND/OR FROM INFORMATION PROVIDED BY THE PROPERTY OR UTILITY OWNERS. DAVIS ENGINEERING & SURVEYING, LLC DOES NOT GUARANTEE THAT THE LOCATIONS SHOWN ARE EXACT AND IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO DETERMINE THE EXACT LOCATIONS OF ALL EXISTING UTILITIES, TO NOTIFY UTILITY OWNERS PRIOR TO CONSTRUCTION, AND TO COORDINATE THE RELOCATION OF ALL THE UTILITIES WHICH CONFLICT WITH THE PROPOSED IMPROVEMENTS SHOWN ON THESE DRAWINGS.



OWNER/DEVELOPER
CITY OF DAHLONEGA
 465 RILEY ROAD
 DAHLONEGA, GA 30533
 PHONE: (706) 864-6133

24-HOUR CONTACT
MR. MARK BUCHANAN
 PHONE: (706) 482-2712
 mbuchanan@dahlonega-ga.gov

LEGEND

○ UNDEVELOPED (S)	○ CONC AND COVER
● ROAD FRONT	○ SIDE WALK
○ PROP PAVT	○ FUTURE CONC
○ JUNCTION BOX	○ CONC AND SAFETY SECTION
○ SLOPE CONTROL STRUCTURE	○ POINT OF SANGUI
○ DRAINAGE MAN HOLES	○ POINT OF CONCURE
○ HORIZONTAL	○ OUTLET CONTROL STRUCTURE
○ REINFORCED CONCRETE PIPE	○ CONC
○ COMPOSITE METAL PIPE	○ GSW OR FORMS
○ HIGH DENSITY POLYETHYLENE	○ GSW BY S/W
○ IMPROVED DRAINAGE	○ LAND USE LINE
○ TEMPORARY SIDEWALK	○ CONC
○ EXISTING	○ CONC
○ PROPOSED	○ CONC
○ FIRE HYDRANT	○ CONC
○ WATER METER	○ CONC
○ UNDER TEST	○ CONC
○ SPECTRA WIRE PIPE	○ CONC
○ POLYPROPYLENE COUPLERS	○ CONC
○ SIGNS	○ CONC
○ SQUARE FOOT	○ CONC
○ FIRST FLOOR ELEVATION	○ CONC
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PREPARED BY
DES DAVIS
 ENGINEERING & SURVEYING
 113 PROMINENCE COUNTRY SUITE 218
 DAWSONVILLE, GA 30534
 PHONE: (706) 285-1234
 WWW.DESDAVISENGINEERS.COM

PROFESSIONAL SEAL
 STATE OF GEORGIA
 ENGINEERING
 JAMES E. DAVIS
 6/27/2022

- GENERAL NOTES**
- ALL CURBS, RAMP, AND SIDEWALK SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE DETAILS SHOWN IN THE PLANS THE MATERIAL OF UNIFORM GRADE CONTROL, CURRENT EDITION, AND THE OTHER DOT SPECIFICATIONS, SUPPLEMENTAL SPECIFICATIONS, AND/OR SPECIAL PROVISIONS CURRENT EDITION.
 - SOIL CONDITIONS, GRADES AND APPROXIMATIONS MAY BE ADJUSTED TO MEET FIELD CONDITIONS WHERE ACCESSIBLE, BUT SHALL BE WITHIN THE UNIMPAVED SET POINT IN THE MARKS ON UNIFORM GRADE CONTROL, CURRENT EDITION, SO SOIL CONDITIONS SHALL BE CHANGED BY THE CONTRACTOR OR BY THE PROJECT ENGINEER UPON APPROVAL FROM THE CITY OF DAHLONEGA AND/OR DOT.
 - ALL CHANGES FROM THESE PLANS SHALL BE NOTICED AT A POINT OF 7 FEET FROM FINISHED GRADE TO THE BOTTOM OF THE CURB OR SIDEWALK.
 - THE 3" CURB AND CLUTTER SHALL BE CONSTRUCTED AS SPECIFIED IN THE PLANS AND SHALL BE WITHIN THE UNIMPAVED SET POINT IN THE MARKS ON UNIFORM GRADE CONTROL, CURRENT EDITION, SO SOIL CONDITIONS SHALL BE CHANGED BY THE CONTRACTOR OR BY THE PROJECT ENGINEER UPON APPROVAL FROM THE CITY OF DAHLONEGA AND/OR DOT.
 - A 1/2" GROUND AIR SPACE SHALL BE MAINTAINED BETWEEN ALL CURB FLATS WITHIN AN ASSEMBLY.
 - WHERE CURB WITHIN AN ASSEMBLY EXIST BELOW THE FINISHED GRADE, ADDITIONAL 1/2" GROUND AIR SPACE SHALL BE MAINTAINED BETWEEN CURB FLATS.
 - THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE LOCATION OF ALL EXISTING UTILITIES AND REPORTING TO THE CITY OF DAHLONEGA AND/OR DOT.
 - ALL UTILITIES SHALL BE PROTECTED AND SUPPORTED BY THE CONTRACTOR IN ACCORDANCE WITH THE SPECIFICATIONS OF THE CITY OF DAHLONEGA AND/OR DOT.
 - UTILITY LOCATIONS AND DEPTHS SHALL BE IN ACCORDANCE WITH SECTION 310 OF THE GEORGIA DEPARTMENT OF TRANSPORTATION SPECIFICATIONS.
 - ALL UTILITIES SHALL BE PROTECTED BY THE CONTRACTOR AND SHALL HAVE SUFFICIENT CLEARANCE FROM ALL EXISTING AND PROPOSED STRUCTURES.
 - ALL UTILITIES SHALL BE PROTECTED BY THE CONTRACTOR AND SHALL HAVE SUFFICIENT CLEARANCE FROM ALL EXISTING AND PROPOSED STRUCTURES.

- GENERAL NOTES**
- THE CITY OF DAHLONEGA AND/OR DOT SHALL NOT BE RESPONSIBLE FOR THE LOCATION OF ANY UTILITIES THAT ARE NOT SHOWN ON THESE PLANS.
 - THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE LOCATION OF ALL UTILITIES AND REPORTING TO THE CITY OF DAHLONEGA AND/OR DOT.
 - ALL UTILITIES SHALL BE PROTECTED AND SUPPORTED BY THE CONTRACTOR IN ACCORDANCE WITH THE SPECIFICATIONS OF THE CITY OF DAHLONEGA AND/OR DOT.
 - UTILITY LOCATIONS AND DEPTHS SHALL BE IN ACCORDANCE WITH SECTION 310 OF THE GEORGIA DEPARTMENT OF TRANSPORTATION SPECIFICATIONS.
 - ALL UTILITIES SHALL BE PROTECTED BY THE CONTRACTOR AND SHALL HAVE SUFFICIENT CLEARANCE FROM ALL EXISTING AND PROPOSED STRUCTURES.
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- GENERAL NOTES**
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- ALL UTILITIES SHALL BE PROTECTED AND SUPPORTED BY THE CONTRACTOR IN ACCORDANCE WITH THE SPECIFICATIONS OF THE CITY OF DAHLONEGA AND/OR DOT.
 - UTILITY LOCATIONS AND DEPTHS SHALL BE IN ACCORDANCE WITH SECTION 310 OF THE GEORGIA DEPARTMENT OF TRANSPORTATION SPECIFICATIONS.
 - ALL UTILITIES SHALL BE PROTECTED BY THE CONTRACTOR AND SHALL HAVE SUFFICIENT CLEARANCE FROM ALL EXISTING AND PROPOSED STRUCTURES.
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CONTRACTOR RESPONSIBILITY

- THE PURPOSE OF THIS PROJECT IS TO IMPROVE THE SIDEWALK AND CROSS STREET INTERSECTIONS ALONG US-29 BYPASS ROAD FROM EXISTING CONDITIONS AND WITHIN EXISTING SANITATION AND UTILITY LINES TO BE RESPONSIBLE FOR THE LOCATION OF UNDERGROUND UTILITIES.
- CONTRACTOR RESPONSIBILITY - 2"**
- ALL PORTION OF THIS JOB IS LOCATED WITHIN THE 100-YEAR FLOOD PRAIRIE AREA AS PER FLOOD INSURANCE RATE MAP NO. 13101020010001000001 DATED 4/14/2008.

GENERAL NOTES

- ALL CONSTRUCTION WORK MATERIAL AND IMPROVEMENTS AT THIS SITE SHALL CONFORM WITH CITY OF DAHLONEGA, GEORGIA REQUIREMENTS.
- ALL UTILITIES SHALL BE PROTECTED AND SUPPORTED BY THE CONTRACTOR IN ACCORDANCE WITH THE SPECIFICATIONS OF THE CITY OF DAHLONEGA AND/OR DOT.
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IF ANY UTILITIES DISCREPANCIES OR ANY OTHER UNUSUAL DISCREPANCIES ARE DISCOVERED DURING THE CONSTRUCTION, NOTIFY THE CITY OF DAHLONEGA IMMEDIATELY. THE CONTRACTOR SHALL NOTIFY THE CITY OF DAHLONEGA IMMEDIATELY AND SHALL NOT COMMENCE FURTHER CONSTRUCTION UNTIL THE DISCREPANCIES ARE RESOLVED BY THE CITY OF DAHLONEGA.

REVISIONS

NO.	DATE	DESCRIPTION
1	6/27/2022	ISSUED FOR PERMIT
2	7/19/2022	REVISIONS
3	8/22/2022	REVISIONS

SIDEWALK IMPROVEMENT PLAN
 CITY OF DAHLONEGA
 12th DISTRICT, 1st SECTION
 CITY OF DAHLONEGA
 LUMPKIN COUNTY, GEORGIA

DATE: 6/27/2022

DESIGNED BY: JBD

CHECKED BY: JBD

SCALE: AS SHOWN

SECTION: 21-486

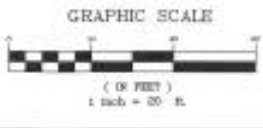
CITY: DAHLONEGA

COUNTY: LUMPKIN

DATE: 6/27/2022

SHEET NO: 2 of 6

PROJECT NO: 21-486





City Council Agenda Memo

DATE: May 29, 2023
TITLE: Servline Leak Protection Program
PRESENTED BY: Allison Martin, City Manager

AGENDA ITEM DESCRIPTION:

Servline Leak Protection Program for Utility Customers

HISTORY/PAST ACTION:

The city, as a courtesy, partially adjusts the bill for both water and sewer when a request for a leak adjustment is submitted. On average, the city makes 150 adjustments annually. The amount of the adjustment varies per account, but this results in not only lost revenue for the city but leaves the customer with dissatisfaction and in some cases a payment plan to cover their portion of the leak. Staff researched other water/sewer utility providers and requests the council consider offering, as an opt-out program, to our customers the ServLine Leak Protection Program. Not only will this program unburden our staff from the processes of administering the leak adjustment process, but it will help us recapture lost revenue and bad debt associated with customer water leaks. Customers that opt out of the program assume all liability associated with leaks and would receive no adjustment to their account for water that flows through the meter due to a leak on their side of the service. The cost of the water service is \$1.89/month for a \$500 limit of protection for water leaks and \$1.70/month for a \$500 limit of protection for sewer leaks. Commercial rates were also offered but those occur so rarely that the council may wish not to offer this service.

FINANCIAL IMPACT:

There is no adverse financial impact on the city with this program as the cost of the program is borne by our customers on an opt-out basis in the amount of \$3.59 a month.

RECOMMENDATION:

It is the recommendation of staff to approve entering into an agreement with ServLine..

SUGGESTED MOTIONS:

I make a motion to approve the agreement with ServLine and offer the \$500 limit for water and sewer for residential customers.

ATTACHMENTS:

Proposal and supporting documents



PROPOSAL

SERVLINE UTILITIES PROTECTION

We pay for high water bills caused by customer leaks

HOMESERVE USA
7134 Lee Highway, Chattanooga, TN 37421
1 (866) 974-4801, info@servline.com, www.servline.com

Prepared For

CITY OF DAHLONEGA

465 Riley Rd
Dahlonega, GA 30533-0810

Proposal Issued: April 28, 2023

Proposal Valid:
30 Days from Issue Date

This proposal shows the premiums for the general coverage described, but in no way changes or affects any terms, conditions or exclusions of policies as actually issued. Premiums shown are based on information furnished to the company. Insurance for the ServLine program is issued to utilities and placed through HomeServe USA Repair Management Corp. (HSRM), a licensed insurance agency. In California, HSRM does business as HomeServe NA Insurance Services (California License # 0F79326). ServLine is a registered trademark.

EXECUTIVE SUMMARY – UTILITY & COMMUNITY PROTECTION

CITY OF DAHLONEGA

We understand that you are tirelessly working to improve and supply the best overall product while also often thanklessly striving to offer excellent customer service.

DESPITE ALL YOUR EFFORT – CUSTOMER LEAKS STILL CAUSE

- Financial Strain
 - Administrative *and* Customer Burden
 - Issues to Undermine Public Perception
-

MEET SERVLIN BY HOMESERVE

ServLine is a full-service customer leak solution. We pay for high water bills caused by customer leaks by insuring the Utility. More specifically, by insuring the Leak Protection Program and then administering it on your behalf.

- Financial Assistance
- Administrative Support & Customer Relief
- Public Relations Credibility



PROTECTION PLANS PRICING SNAPSHOT

LEAK PROTECTION PLANS PRICING

WATER LEAK PROTECTION

Limit	Residential	Commercial Single-Occupancy	Commercial Multiple-Occupancy
\$500	\$ 1.89	\$ 1.89	\$ 3.78
\$1,000	\$ 2.40	\$ 2.40	\$ 4.80
\$2,500	\$ 2.73	\$ 2.73	\$ 5.46

SEWER LEAK PROTECTION

Limit	Residential	Commercial Single-Occupancy	Commercial Multiple-Occupancy
\$500	\$ 1.70	\$ 1.70	\$ 3.40
\$1,000	\$ 1.79	\$ 1.79	\$ 3.58
\$2,500	\$ 1.80	\$ 1.80	\$ 3.60



PROGRAM COMPARISON SIDE BY SIDE – LAP & LPP

COMPARISON TERMS

- LAP: Leak Adjustment Policy
- LPP: Leak Protection Program
- Frequency: Determined by the number of times an adjustment can be filed in a given time
- Qualifications: Determined by whether or not there is a limit that must be met prior to allowing for an adjustment
- Benefits are reflective of your current Leak Adjustment Policy & data
- Benefits are determined by how customer leaks are being adjusted. Unprovided benefits will not be covered

CITY OF DAHLONEGA - CURRENT LAP

BENEFIT FREQUENCY

- 1 Occurrence/12-month
- 2 Consecutive billing cycles allowed per occurrence

BENEFIT QUALIFIER

No Qualification Applies

ADDITIONAL COVERED BENEFITS

- Dripping/ Leaking Faucets
- Running Toilets/ Commodes
- Water Heaters
- Irrigation Systems
- Out Buildings
- Third Party Connections
- Cattle Troughs
- Lines Extending from the Primary Residence

SERVLIN LEAK PROTECTION PROGRAM (LPP)

BENEFIT FREQUENCY

- 1 Occurrence/ 12-month
- 2 Consecutive billing cycles allowed per occurrence
Ex. 1 billing cycle (month bill), 2 billing cycles (months)

BENEFIT QUALIFIER

No Qualification Applies

ADDITIONAL COVERED BENEFITS

- Dripping/ Leaking Faucets
- Running Toilets/ Commodes
- Water Heaters
- Irrigation Systems
- Out Buildings
- Third Party Connections
- Cattle Troughs
- Lines Extending from the Primary Residence



PROPOSED SAMPLE LEAK PROTECTION PROGRAM POLICY (LPP)

CITY OF DAHLONEGA

PROPOSED SAMPLE LEAK PROTECTION PROGRAM POLICY

City of Dahlonega is changing our Leak Adjustment Policy effective DATE 1, 2023.
The following are qualifications for leak adjustments for the City of Dahlonega:

1. It is the customer's responsibility to keep his plumbing system in good working order.
2. No customer shall receive more than one (1) leak adjustment that could incorporate a maximum of two (2) billing cycles during any twelve (12) month period.
3. Adjustments on water bills will NOT be made on the following:
 - a. Residential Customers who do not have their own water meter.
 - b. *Commercial or Industrial Customers. (OPTIONAL)*
 - c. Premises left or abandoned without reasonable care for the plumbing system.
 - d. Leaks in water features such as fountains, etc.
 - e. Negligent acts such as leaving water running.
 - f. Excess water charges not directly resulting from a qualifying plumbing leak.
 - g. Filling of swimming pools or leaks in swimming pools.
 - h. Watering of lawns or gardens.
 - i. *Master-metered multi-habitational accounts. (OPTIONAL)*
4. In the event of a qualifying leak adjustment, the customer will be responsible for paying their average bill. The average bill will be calculated using the previous twelve (12) months' bills, excluding the high bills pertaining to the qualifying leak. The leak adjustment amount will be reimbursed up to City of Dahlonega's chosen protection limit less the customer's average bill.
5. The City of Dahlonega shall not be obligated to make adjustments of any bills not submitted for adjustment within ninety (90) days from the billing date.
6. Customers must present proof that a leak has been repaired before an adjustment will be made. (i.e. copy of invoice for materials or bill from plumber)
7. In any case where a customer might incur a leak before there is three (3) months of average usage, an adjustment will not be made until they have established three (3) months of average usage.
8. Any enrolled customer may decline to participate in our ServLine Leak Protection Program by calling Phone Number. Any customer declining to participate in the program will be responsible for the full amount of their water bill with no adjustments being made. Our new City of Dahlonega ServLine Program is the only way qualifying leak adjustments will be made for leaks occurring after DATE 1, 2023.





LEAK PROTECTION PROGRAM

Imagine what you could do if you were paid for every customer's high water bill – and no longer had to manage their frustration over having to pay for it.



WATER LEAK PROTECTION

Limit of Protection	Residential Rate	Commercial Rate Single-Occupancy	Commercial Rate Multiple-Occupancy
\$500 (Per Occurrence)	\$ 1.89	\$ 1.89	\$ 3.78
\$1,000 (Per Occurrence)	\$ 2.40	\$ 2.40	\$ 4.80
\$2,500 (Per Occurrence)	\$ 2.73	\$ 2.73	\$ 5.46

Deductible
Reporting Conditions
Reporting & Adjustment Period

Waived
Customer Schedule
Monthly

Special Terms and Conditions

- Coverage will be designed to reflect City of Dahlonega's Leak Protection Guidelines and eligibility established with ServLine.
- Master Metered Habitational (Residential Only) \$2.50 per unit
 - Limit Applies to Property Only and does not apply to units directly.
- Charges will be applied to the customers' utility bill.
- Limit of protection to be selected by the Utility.

Note: 10% Discount on rates if the above coverages are offered by electing to include in your base rate rather than on the utility bill.



SEWER LEAK PROTECTION

Limit of Protection	Residential Rate	Commercial Rate Single-Occupancy	Commercial Rate Multiple-Occupancy
\$500 (Per Occurrence)	\$ 1.70	\$ 1.70	\$ 3.40
\$1,000 (Per Occurrence)	\$ 1.79	\$ 1.79	\$ 3.58
\$2,500 (Per Occurrence)	\$ 1.80	\$ 1.80	\$ 3.60

Deductible
Reporting Conditions
Reporting & Adjustment Period

Waived
Customer Schedule
Monthly

Special Terms and Conditions

- Coverage will be designed to reflect City of Dahlonega's Leak Protection Guidelines and eligibility established with ServLine.
- Master Metered Habitational (Residential Only) \$2.50 per unit
 - Limit Applies to Property Only and does not apply to units directly.
- Charges will be applied to the customers' utility bill.
- Limit of protection to be selected by the Utility.

Note: 10% Discount on rates if the above coverages are offered by electing to include in your base rate rather than on the utility bill.





APPENDIX



LEAK PROTECTION PROGRAM DEFINITIONS

- **Water Leak Protection**
Water Leak Protection covers excess water bills caused by a qualifying leak on the customer's side of the meter/point of responsibility. Developed in cooperation with ServLine and set according to the Utility's newly established Leak Protection Guidelines.
- **Sewer Leak Protection**
Sewer Leak Protection covers excess sewer bills in the event of a qualifying leak at the customer's point of responsibility. Developed in cooperation with ServLine and set according to the Utility's newly established Leak Protection Guidelines.
- **Residential**
Residential is defined as 2" meters or less with a single residential unit occupied as a residency. A qualifying unit must have a single meter to which it can be accounted for independently.
- **Commercial**
Commercial is defined as 2" meters or less with business or agricultural occupancy excluding master-metered habitational. A qualifying unit must have a single meter to which it can be accounted for independently.
Single Occupancy - Building has one business occupying space.
Multiple Occupancy - Building has more than one business occupying space.
- **Master-Metered Habitational**
Multi-Unit residential property with a master-meter measuring usage for all units.
- **Farms**
Residential Farm: Any farm that is a hobby or that does not derive additional income. There is no Agriculture meter or separate metered structures on the property and meets residential definition of the insurance company.
Commercial Farm: Any Farm that has an Agriculture meter/meter that services barns, cattle troughs, or other structures. Any Farm who derives income from the activities of the farm.
- **Rates w/ Data**
The rates furnished in this Proposal are determined by the data you have provided. It is mutually understood that the data produced, along with your explanation of how to interpret what is included in your data is done so in good faith and is complete and true to the best of your knowledge. All other factors have been determined in partnership with ServLine.
- **Leak Protection Program**
The ServLine Leak Protection Program enhances your current Leak Adjustment Policy and acts as a superseding document which will overlay your existing policy with the given enhancements. All qualifying customer leaks would adhere first to your ServLine Leak Protection Program and then would be addressed by your existing Leak Adjustment Policy. As a recommendation - Your Leak Adjustment Policy would be updated to address unqualifying leaks rather than qualifying customers who choose to decline protection.



SUMMARY FOR LEAK PROTECTION PROGRAM

BILLING

Agency Monthly Reporting

PROJECT SCOPE & PROCESS

- Approval of ServLine
- Program Implementation
- Utility Staff Training
- Announcement Materials
- Setup and Integration
- ServLine Administers Leak Protection Program
- ServLine Handles Claims, Payments and Customer Service

TERMS AND CONDITIONS

Terms and conditions outlined in the quote may differ from the specifications submitted; please review the specific coverage part for details on coverage and exclusions.

Average claims payment is between 10 - 20 Days.
Claims volume is due to change with seasons or other unforeseen events.
Pricing does not include taxes.

Reports & Premium due by the 15th of the month following a reporting period.
Example: Participating customers for month of January would be due no later than February 15th.
Premium payments include all participating customers and are not dependent on customer payment to the utility nor pending claims payments.

*This quote is valid for thirty (30) days from the date of this letter.
All rates are per participating customer per month.*

THANK YOU

Thank you for your interest in becoming a valuable client of ServLine. We exist to make your Utility stronger and help you achieve your goals. One of our chief goals is to serve you and to earn the privilege of being one of your favorite service providers. The ServLine team is always looking to establish long-term meaningful relationships with the opportunity to serve your Utility and your customers with integrity and excellence.

DISCLAIMER

This proposal shows the premiums for the general coverage described, but in no way changes or affects any terms, conditions or exclusions of policies as actually issued. Premiums shown are based on information furnished to the company.





TERRORISM RISK INSURANCE ACT

We are under mandate to present and offer the final two pages of this proposal. The following is terrorism insurance coverage. Please either accept or decline if you proceed with ServLine.

Note: This is a separate coverage that insures payment for losses that occur as the result of a certified act of terrorism. Please inquire for additional information.



TERRORISM RISK INSURANCE ACT OF 2002 DISCLOSURE

The “Terrorism Risk Insurance Act of 2002” establishes a program within the Department of Treasury in which the Federal Government will share the risk of loss from terrorist attacks with the insurance industry. Federal participation will be triggered when the Secretary of the Treasury certifies an act of terrorism, in concurrence with the Secretary of State and the Attorney General of the United States, to be an act of terrorism committed by an individual(s) acting on behalf of any foreign interest, provided the terrorist act results in aggregate losses in excess of \$5 million. With respect to insured losses resulting from a certified act of terrorism, the Federal Government will reimburse individual insureds for 90% of the losses in excess of the insurer’s retention, which is based on a specified percentage of the insurer’s earned premium for the year preceding the loss. Insured losses covered by the program are capped at \$100 billion per year unless subsequent action of Congress changes that amount; this provision serves to limit insurers’ liability for losses. All insurers providing commercial property insurance are required to participate in the program to the extent of offering and making available coverage for certified acts of terrorism in accordance with the terms and conditions of coverage which apply to other perils.

Terrorism Premium: \$ 1% of premium

This quote outlines coverages and does not necessarily include all coverages requested on the application provided. Only coverages outlined above will be provided.



NAME OF APPLICANT: CITY OF DAHLONEGA
DATE OF NOTICE: FEBRUARY 10, 2023

POLICYHOLDER DISCLOSURE
NOTICE OF TERRORISM INSURANCE COVERAGE

You are hereby notified that under the Terrorism Risk Insurance Act, as reauthorized and amended, that you have a right to purchase insurance coverage for losses resulting from acts of terrorism, as defined in Section 102(1) of the Act: The term "act of terrorism" means any act that is certified by the Secretary of the Treasury - in concurrence with the Secretary of State, and the Attorney General of the United States - to be an act of terrorism; to be a violent act or an act that is dangerous to human life, property, or infrastructure; to have resulted in damage within the United States, or outside the United States in the case of certain air carriers or vessels or the premises of a United States mission; and to have been committed by an individual or individuals as part of an effort to coerce the civilian population of the United States or to influence the policy or affect the conduct of the United States Government by coercion.

YOU SHOULD KNOW THAT WHERE COVERAGE IS PROVIDED BY THIS POLICY FOR LOSSES RESULTING FROM CERTIFIED ACTS OF TERRORISM SUCH LOSSES MAY BE PARTIALLY REIMBURSED BY THE UNITED STATES GOVERNMENT UNDER A FORMULA ESTABLISHED BY FEDERAL LAW. HOWEVER, YOUR POLICY MAY CONTAIN OTHER EXCLUSIONS WHICH MIGHT AFFECT YOUR COVERAGE, SUCH AS AN EXCLUSION FOR NUCLEAR EVENTS. UNDER THIS FORMULA, THE UNITED STATES GOVERNMENT GENERALLY REIMBURSES 85% OF COVERED TERRORISM LOSSES EXCEEDING THE STATUTORILY ESTABLISHED DEDUCTIBLE PAID BY THE INSURANCE COMPANY PROVIDING THE COVERAGE. THE PREMIUM CHARGED FOR THIS COVERAGE IS PROVIDED BELOW AND DOES NOT INCLUDE ANY CHARGES FOR THE PORTION OF LOSS COVERED BY THE FEDERAL GOVERNMENT UNDER THE ACT.

YOU SHOULD ALSO KNOW THAT THE TERRORISM RISK INSURANCE ACT, AS REAUTHORIZED AND AMENDED, CONTAINS A \$100 BILLION CAP THAT LIMITS U.S. GOVERNMENT REIMBURSEMENT AS WELL AS INSURERS' LIABILITY FOR LOSSES RESULTING FROM CERTIFIED ACTS OF TERRORISM WHEN THE AMOUNT OF SUCH LOSSES IN ANY ONE CALENDAR YEAR EXCEEDS \$100 BILLION. IF THE AGGREGATE INSURED LOSSES FOR ALL INSURERS EXCEED \$100 BILLION, YOUR COVERAGE MAY BE REDUCED.

Acceptance or Rejection of Terrorism Insurance Coverage (Please Initial and Sign):

I hereby elect to purchase Terrorism coverage for certified acts of terrorism for a prospective premium of \$ 1% of premium

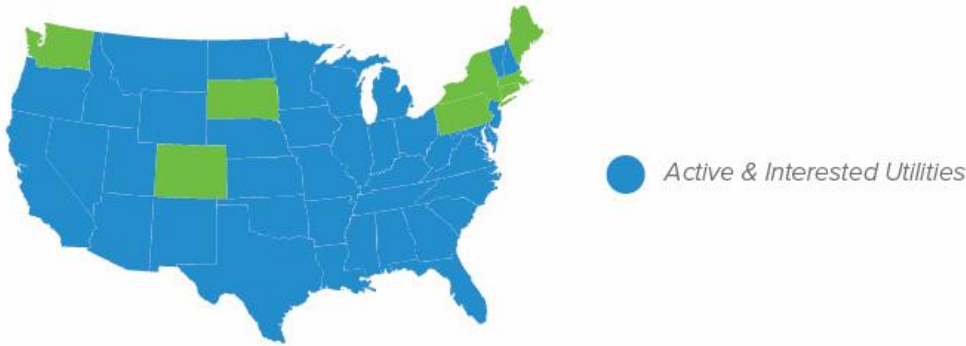
I hereby decline to purchase terrorism coverage for certified acts of terrorism. I understand that I will have no coverage for losses resulting from certified acts of terrorism.

Policy Holder Name

Date

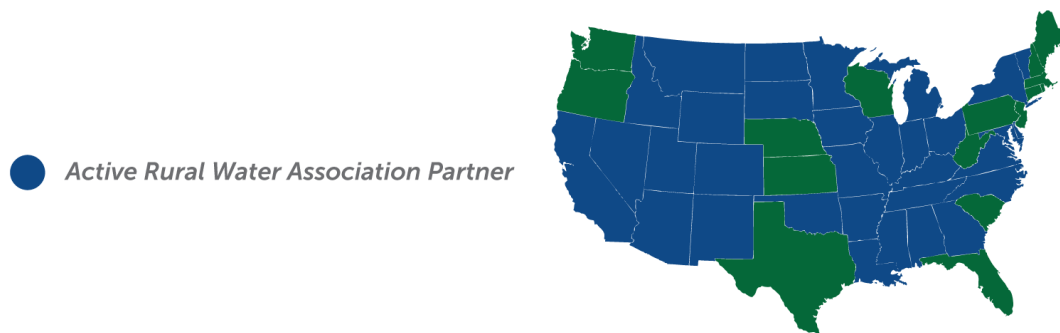


CLIENTS & PARTNERS



ASSOCIATION PARTNERS INCLUDE

National Rural Water Association (NRWA), Tennessee Association of Utility Districts (TAUD), Georgia Rural Water Association (GRWA), North Carolina Rural Water Association (NCRWA), Alabama Rural Water Association (ARWA), Alliance of Indiana Rural Water Association (AIRWA), Illinois Rural Water Association (IRWA), Iowa Rural Water Association (IRWA), Rural Water Association of Arizona (RWAA), Arkansas Rural Water Association (ARWA), California Rural Water Association (CRWA), Michigan Rural Water Association (MRWA), Delaware Rural Water Association (DRWA), Kentucky Rural Water Association (KRWA), Maryland Rural Water Association (MRWA), New Mexico Rural Water Association (NMRWA), Mississippi Rural Water Association (MRWA), Ohio Rural Water Association (ORWA), Virginia Rural Water Association (VRWA), Rural Water Association of Utah (RWAU), Idaho Rural Water Association (IRWA), New York Rural Water Association (NYRWA), (Nevada Rural Water Association (NvRWA), Montana Rural Water Systems (MRWS), Louisiana Rural Water Association (LRWA).



INSURANCE PROVIDERS INCLUDE

Hanover Insurance Company, Virginia Surety Company, Inc.



THANK YOU



NLC Service Line Warranty Program Overview

What We Do

The NLC Service Line Warranty Program by HomeServe offers affordably priced emergency repair/replacement plans to address aging private sewer and water infrastructure. Customers call to receive prompt emergency repairs provided by local-area, licensed and insured contractors.



Water Line



Sewer Line



Interior Plumbing

Benefits to Homeowners

Many homeowners are not aware of their responsibility for their service lines until they have a repair emergency. When they call the municipality, they often find that they are faced with a costly repair and that the municipality can't help them. Over the past three years, HomeServe has performed over 1.3 million repairs, saving our customers over \$454 million!



Convenience

- 24/7/365 claims hotline, including holidays
- No need to search for a qualified contractor in an emergency



Peace of Mind/Trust

- Fully vetted, licensed and insured local contractors
- Covered repairs guaranteed for one year



Financial Protection

- No deductibles or trip fees
- Affordably priced coverage
- 30-day money-back guarantee with ability to cancel at any time

Over 750

partners across
North America!



For more information call:
1-866-974-4801 or visit
www.NLC.org/serviceline



**NLC Service Line
Warranty Program**

Benefits to the Municipality



Customer Education

- Increasing homeowner awareness of their responsibility reduces calls to the municipality/utility and customer dissatisfaction with the municipality for not offering a solution
- The program is offered at no cost to the city
- Use of municipality/utility logo promotes trust



Customer Satisfaction

- 4.8* out of 5 star customer satisfaction rating
- BBB Accredited with A+ rating



Funding for Key Initiatives

Many partners participate in a share of the revenue, often utilized for:

- Low-income assistance and affordability programs
- Conservation initiatives
- Offsetting rate increases
- Infrastructure improvement projects

* Average repair service rating from customers surveyed via text message and email post service from January 2019 - June 2019.

I was glad I had the warranty because it saved me from paying for a costly sewer line repair.

Cynthia T.
Kansas City, MO

I am thankful this service was offered to homeowners. It made a bad situation completely trouble free. Thanks for everything.

J. Talbert
Albemarle, NC

For more information call:
1-866-974-4801 or visit
www.NLC.org/serviceline



**NLC Service Line
Warranty Program**

by **- Page 68 -**

2023 OFFICERS

PRESIDENT
Victoria Woodards
MAYOR
Tacoma, Washington

FIRST VICE PRESIDENT
David Sander, Ph.D.
VICE MAYOR
Rancho Cordova, California

SECOND VICE PRESIDENT
Sharon Weston Broome
MAYOR-PRESIDENT
Baton Rouge, Louisiana

IMMEDIATE PAST PRESIDENT
Vince Williams
MAYOR
Union City, Georgia

**CHIEF EXECUTIVE OFFICER/
EXECUTIVE DIRECTOR**
Clarence E. Anthony

Dear City Official,

As part of its commitment to local leadership, the National League of Cities (NLC) is proud to partner with the NLC Service Line Warranty Program (SLWP) by HomeServe to offer NLC Members an important solution for educating and protecting homeowners. This partnership is built on our joint commitment to strengthening cities and driving innovative solutions for local governments.

The Program is valuable to municipalities because it helps to educate homeowners about their service line responsibilities and provides optional, affordable protection from unanticipated service line repair costs. Homeowners in participating municipalities are eligible to purchase low-cost repair service plans for broken or leaking outside water and sewer lines, covering up to \$8,500 per occurrence.

Benefits to residents and municipalities include:

- Educates homeowners and reduces local officials' frustration
- No cost for cities to participate
- Revenue share component to help drive dollars back to the city
- Affordable rates for residents
- Increases citizen satisfaction

Important features of the program:

- Program pays for the repairs, not your residents
- Customers are provided with a 24/7/365 repair hotline staffed with live agents
- All repairs performed to local code by rigorously vetted, licensed, and insured local area contractors
- Encompasses all aspects of administration – educational outreach, billing, customer service, repairs, customer satisfaction measurement, and partner reporting

As part of NLC's due diligence in partnering with the NLC SLWP, we want to share with you what NLC members are saying about their experiences with the Program:

Vince Williams, the current Mayor of Union City, GA, is very appreciative of the program. "Union City has offered the SLWP to our residents since 2011. This has been a huge opportunity for a lot of folks; small business owners, the residents, and certainly the city. It goes without saying that if you don't do it, you will regret it."

NLC is working to bring you programs that provide solutions backed by superior service. We are here to help cities participate and ensure the program works for you. I strongly encourage you to consider the NLC SLWP for your city.

For more information, please contact Bill Eller, Vice President of Business Development for HomeServe, at 917-584-6586 or Bill.Eller@homeserveusa.com, or visit the NLC SLWP page on our [website](#).

Sincerely,



Clarence Anthony
CEO and Executive Director
National League of Cities



City Council Agenda Memo

DATE: May 18, 2023
TITLE: CPL Consulting Proposal
PRESENTED BY: Allison Martin, City Manager

AGENDA ITEM DESCRIPTION:

CPL Consulting Proposal

HISTORY/PAST ACTION:

As part of the process to review the delivery of Community Development Services, staff researched several options related to providing these services to our citizens and those that wish to invest in our community. A proposal from this firm is attached and reflects an on-call status and an exhibit of hourly rates. The use of a professional firm with staff that are trained in the field of planning is very beneficial to communities.

FINANCIAL IMPACT:

A budget amendment could be required depending on use.

RECOMMENDATION:

Staff recommends approval of this agreement

SUGGESTED MOTIONS:

I make a motion to retain CPL for consultant services as outlined in the attached proposal.

ATTACHMENTS:

CPL On-call proposal



May 9, 2023

J. Douglas Parks
81 Crown Mountain Place, Suite C-100
Dahlonega, Georgia 30533

VIA EMAIL

RE: City of Dahlonega
On-Call Planning Services Proposal

Dear Mr. Parks

CPL Architecture, Engineering, and Planning is pleased to offer this proposal for planning services provided on an on-call basis. The benefit of engaging in this type of contract is the depth of experience that our firm brings to a City's planning and engineering challenges. We have access to over 480 professionals – Architects, Engineers, and Planners – and can bring their expertise to bear on issues the City must solve.

Scope of Work

On-call consultant services for planning and development tasks will be provided by CPL on an as-needed, ongoing basis. The professional services to be furnished by CPL may vary according to the City of Dahlonega's needs and include tasks such as management of the City's boards, development and presentation of staff reports, management of planning and zoning processes, and any other tasks assigned by City personnel to effectively run the planning and zoning services offered by the City. The actual services to be provided may be charged hourly or may be described in specific Task Orders for each assignment, based on the City's preference. We anticipate that Rebecca Keefer will manage the work performed, and major contributions to the services will be performed by our planning team members.

Fee Proposal

CPL will perform the above referenced scope of work as indicated in the hourly rates listed in Appendix 'B.' If the City would like a fee proposal based on a specific project scope, CPL will develop a separate Task order, as-needed.

Direct expenses will be billed at cost plus 15%. Direct expenses include, but are not limited to, reproduction cost, courier service, mileage, telephone/fax cost, etc.

TERMS AND CONDITIONS:

This agreement shall be administered in accordance with the Terms and Conditions listed in Appendix "A" and the hourly rates listed in Appendix "B" attached hereto.

This document, together with the exhibits and/or appendices identified herein, constitutes the entire understanding between Dahlonega and CPL with respect to the work to be performed by CPL for the benefit of the City of Dahlonega and may only be modified in writing signed by both parties. Please sign and return the enclosed copy of this letter if this document

3011 Sutton Gate Dr.
Suite 130
Suwanee, GA 30024
770.831.9000 TEL
CPLTeam.cd

satisfactorily sets forth the understanding of the arrangement between the City of Dahlonega and CPL. Receipt of the signed agreement will serve as our notice to proceed. This Contract will be open for acceptance for sixty days from the date of this letter.

We look forward to working with you on this project.

Sincerely,

CPL ARCHITECTURE ENGINEERING & PLANNING



Kevin J. McOmber, P.E.
Executive Vice President

cc: file

Approved By: _____
Print Name

Signature: _____ Date: _____

Invoice Instructions:

Add the following project identifier or Purchase Order No. _____

Send our Invoice to the following email address: _____

Reference the following physical address: _____

APPENDIX "A"

TERMS AND CONDITIONS

1. CPL Architecture, Engineering, and Planning (hereinafter CPL) shall perform the services defined in this Letter Agreement and Client agrees to pay CPL for said services as set forth in the agreement. In providing services under this Agreement, CPL shall perform in a manner consistent with and limited to that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances at the same time and in the same or similar locality. CPL makes no warranty, express or implied, as to its professional services rendered under this Agreement. Accordingly, the Client should prepare and plan for clarifications and modifications, which may impact both the cost and schedule of the Project.

2. All documents including Drawings and Specifications prepared by CPL are instruments of service in respect to the Project. They are not intended or represented to be suitable for reuse by Client or others on extensions of the Project or on any other project. Any reuse without written verification or adaptation by CPL for the specific purpose intended will be at Clients sole risk and without liability or legal exposure to CPL; and Client shall indemnify and hold harmless CPL from all claims, damages, losses, and expenses including attorneys' fees arising out of or resulting therefrom. Any such verification or adaptation will entitle CPL to further compensation at rates to be agreed upon by Client and CPL.

3. Client agrees to additionally compensate CPL for services resulting from significant changes in general scope of Project, for revising previously accepted reports, studies, design documents, or Contract Documents, or for delays caused by others rather than CPL.

4. Construction cost estimates prepared by CPL represents CPL's best judgment as professionals familiar with the construction industry. It is recognized, however, that CPL has no control over cost of labor, materials, or equipment, over contractors' methods of determining bid prices, or over competitive bidding or market conditions. CPL cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from cost estimates prepared by CPL.

5. If requested by Client or if required by the scope of services of the Agreement, CPL shall visit the site at intervals appropriate to the stage of construction to become generally familiar with the progress and quality of the work and to determine in general if the work is proceeding in accordance with the Contract Documents. However, CPL shall not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the work. CPL shall not have control or charge of and shall not be responsible for construction means, methods, techniques, sequences, or procedures, or for safety precautions and programs in connection with the Work, for the acts or omissions of the contractor, subcontractors, or any other persons performing any of the work, or for the failure of any of them to carry out the work in accordance with the Contract Documents.

6. Surveying will be provided as stated in the Agreement. Surveying provided on an hourly basis will be charged with a 4-hour minimum at the hourly rates in effect at the time the service is performed. Replacement of survey markers resulting from contractor disturbance or vandalism will be accomplished on an hourly basis.

7. The cost of permits, fees, toll telephone calls, courier service, reproduction of reports, Drawings, and Specifications, transportation in connection with the Project, and other out of pocket expenses will be reimbursed to CPL by Client at cost plus 15%.

8. CPL shall submit monthly statements for services rendered and for reimbursable expenses incurred. Statements will be based upon CPL's time of billing. Payment is due upon receipt of CPL's Statement. If Client fails to make any payment due CPL for services and expenses within 30 days after the date of CPL's statement therefore, the amounts due CPL shall include a charge at the rate of 1.5% per month (18% per annum), or portion thereof, from said 30th day, and, in addition, CPL may, after giving 7 days' written notice to Client,

suspend services under this Agreement until CPL has been paid in full all amounts due CPL are collected through an attorney or collection agency, Client shall pay all fees and costs of collection.

9. This Agreement may be terminated by either party upon 7 days' written notice should the other party fail substantially to perform in accordance with its terms through no fault to the party initiating termination, or in the event Project is cancelled. In the event of termination, CPL shall be paid the compensation plus Reimbursable Expenses due for services performed to termination date.

10. This Agreement shall be governed by the laws of the State Georgia. In recognition of the relative risks and benefits of the Project to both the Client and the Consultant, the risks have been allocated such that the Client agrees, to the fullest extent permitted by law, to limit the liability of the Consultant and Consultant's officers, directors, partners, employees, shareholders, owners and subconsultants for any and all claims, losses, costs, damages of any nature whatsoever or claims expenses from any cause or causes, including attorneys' fees and costs and expert-witness fees and costs, so that the total aggregate liability of the Consultant and Consultant's officers, directors, partners, employees, shareholders, owners and subconsultants shall not exceed \$150,000 or the Consultant's total fee for services rendered on this Project, whichever is greater. It is intended that this limitation apply to any and all liability or cause of action, including without limitation active and passive negligence, however alleged or arising, unless otherwise prohibited by law. In no event shall the Consultant's liability exceed the amount of available insurance proceeds. In the event the Client does not wish to limit the Consultant's professional liability, the Consultant agrees to waive this limitation upon written notice from the Client and agreement of the Client to pay 25% of the Consultant's total fee within five (5) calendar days after this agreement is fully executed. This additional fee is in consideration of the greater risk involved in performing work for which there is no limitation of liability.

11. The services to be performed by CPL under this Agreement are intended solely for the benefit of the Client. Nothing contained herein shall confer any rights upon or create any duties on the part of CPL toward any persons not a party to this Agreement including, but not limited to, any contractor, subcontractor, supplier, or the agents, officers, employees, insurers, or sureties of any of them.

12. Client and CPL each binds himself and his partners, successors, executors, administrators, and assigns to the other party to this Agreement and to the partners, successors, executors, administrators, and assigns of such other party, in respect to all covenants of this Agreement. Neither Client nor CPL shall assign, sublet, or transfer his interest in this Agreement without the written consent of the other; however, CPL may employ others to assist in the carrying out of duties under this Agreement.

APPENDIX "B"
CPL HOURLY RATES

PRINCIPAL	\$240 - \$290/HR
PROJECT MANAGER	\$210 - \$240/HR
SR. ENGINEER / SR. ARCHITECT/ SR. PLANNER / SR. INSPECTOR	\$ 165 - \$185/HR
STAFF ENGINEER / ARCHITECT / PLANNER / INSPECTOR	\$ 135 - \$165/HR
JR. ENGINEER / JR. ARCHITECT / JR. PLANNER / JR. INSPECTOR	\$ 105 - \$135/HR
DESIGNER / DRAFTPERSON	\$ 85 - \$105/HR
JR. DESIGNER / JR. DRAFTPERSON / JR. PLANNER	\$ 70 - \$85/HR
SECRETARIAL	\$ 65/HR
AUTO MILEAGE	IRS RATE + 15%
MISCELLANEOUS	COST PLUS 15%

Effective January 1, 2023



City Council Agenda Memo

DATE: May 29, 2023
TITLE: Charles Abbott and Associates – Agreement for Services
PRESENTED BY: Allison Martin, City Manager

AGENDA ITEM DESCRIPTION:

CAA Agreement for Services

HISTORY/PAST ACTION:

As part of the process to review the delivery of Community Development Services, staff have researched several options related to providing these services to our citizens and those that wish to invest in our community. The best option is to outsource the residential with CAA. They currently inspect the commercial projects in our community. This will allow the city to increase code enforcement staff, take a shared administration position, and dedicate it fully to police operations.

FINANCIAL IMPACT:

This will require a change to the fee schedule.

RECOMMENDATION:

Staff recommends the second option and increasing fees to retain 35% of fees to fund other services that remain with the city such as soil and erosion inspections, administrative costs, etc.

SUGGESTED MOTIONS:

I make a motion to retain CAA per the attached proposal, option 2, and authorize the execution of the necessary documents.

ATTACHMENTS:

Proposal



City Council Agenda Memo

DATE: May 18, 2023
TITLE: Leak Protection Program Policy
PRESENTED BY: Allison Martin, City Manager

AGENDA ITEM DESCRIPTION:

Leak Protection Program Policy

HISTORY/PAST ACTION:

The City of Dahlonega currently has a leak adjustment policy which is attached for reference. As part of the transition to the ServLine Leak Program, it is recommended that the city adopt a policy that mirrors the plan chosen for our customers.

FINANCIAL IMPACT:

Choosing to not update the existing policy could cause conflict with the new program and cause the City to continue to write off revenue for certain classes or leaks.

RECOMMENDATION:

It is the recommendation of staff to adopt this new policy.

SUGGESTED MOTIONS:

I make a motion to adopt the Leak Protection Program Policy as submitted.

ATTACHMENTS:

New Proposed Policy

Existing Policy

LEAK PROTECTION PROGRAM POLICY

CITY OF DAHLONEGA

The City of Dahlonega is changing our Leak Adjustment Policy effective _____ 1, 2023.

The following are qualifications for leak adjustments for the City of Dahlonega:

1. It is the customer's responsibility to keep his plumbing system in good working order.
2. No customer shall receive more than one (1) leak adjustment that could incorporate a maximum of two (2) billing cycles during any twelve (12) month period.
3. Adjustments on water bills will NOT be made on the following:
 - a. Residential Customers who do not have their own water meter.
 - b. Commercial or Industrial Customers.
 - c. Premises left or abandoned without reasonable care for the plumbing system.
 - d. Leaks in water features such as fountains, etc.
 - e. Negligent acts such as leaving the water running.
 - f. Excess water charges not directly resulting from a qualifying plumbing leak.
 - g. Filling of swimming pools or leaks in swimming pools.
 - h. Water on lawns or gardens.
 - i. Meter-metered multi-habitational accounts.
4. In the event of a qualifying leak adjustment, the customer will be responsible for paying their average bill. The average bill will be calculated using the previous twelve (12) months' bills, excluding the high bills pertaining to the qualifying leak. The leak adjustment amount will be reimbursed up to the City of Dahlonega's chosen protection limit less the customer's average bill.
5. The City of Dahlonega shall not be obligated to adjust any bills not submitted for adjustment within ninety (90) days of the billing date.
6. Customers must present proof that a leak has been repaired before an adjustment is made. (i.e. copy of the invoice for materials or bill from the plumber)
7. In any case where a customer might incur a leak before there is three (3) months of average usage, an adjustment will not be made until they have established three (3) months of average usage.
8. Any enrolled customer may decline to participate in our ServLine Leak Protection Program by calling 706-864-6133. Any customer declining to participate in the program will be responsible for the full amount of their water bill with no adjustments being made. Our new City of Dahlonega ServLine Program is the only way qualifying leak adjustments will be made for leaks occurring after _____ 1, 2023.



City Council Agenda Memo

DATE: May 18, 2023
TITLE: Fee Schedule Update – 2023
PRESENTED BY: Allison Martin, City Manager

AGENDA ITEM DESCRIPTION:

Fee Schedule Update – 2023 – Community Development

HISTORY/PAST ACTION:

The fee schedule for the City of Dahlonega is updated as needed by the council to account for increases in operational costs or mandates. The fee schedule has not been updated in at least two years and should the agreement by Charles Abbot and Associates be accepted, the fee schedule must be updated for this change to be successful and not a burden on the taxpayers of the City of Dahlonega.

FINANCIAL IMPACT:

If the fee schedule is not updated, the City will not generate enough revenue to cover the cost of the proposal.

RECOMMENDATION:

It is the recommendation of staff to update the fee schedule as presented.

SUGGESTED MOTIONS:

I make a motion to update the fee schedule as presented.

ATTACHMENTS:

Proposed Fee Schedule

Dahlonaga Fees & Charges	Last Change	Ord # Amendment	Amount	Additional Info	Frequency	Proposed	Notes
Zoning/Land Use							
Certificate of Appropriateness (COA)	2009	94-4 #6	\$ 50.00		As needed	\$100	Curent fee does not cover the publication, mail out and sign cost for the application.
Rezoning Application Review	2009	94-4 #6	\$ 200.00		As needed	\$100-\$2000	
Variance Application Review	2009	94-4 #6	\$ 200.00		As needed	\$50-\$1300	
Change of Condition Uses	2009	94-4 #6	\$ 200.00		As needed	\$250-\$1,500	
Planned Unit Developments (PUD)	2009	94-4 #6	\$ 200.00		As needed	\$250-\$1,500	
Subdivision - Preliminary Plan	2009	94-4 #6	\$ 100.00	Plus \$5.00 per lot	Once	\$150 Plus \$5.00 per lot	
Subdivision - Final Development Plan	2009	94-4 #6	\$ 100.00	Plus \$5.00 per lot	Once	\$150 Plus \$5.00 per lot	
Copy of Zoning Map	2009	94-4 #6	\$ 20.00		As needed	\$35	Current fee does not cover cost of printing.
Outdoor Merchandise Sales	2018	91-9 #15	\$100.00	Outside CBD	Annual		

Site Related Permits							
Land Disturbance Permit							
Site Plan Review Fee	2018	94-4 #6	\$100.00	per planset	As needed	\$100-\$500	SF Residential \$100 min or 25% permit fee/all other uses \$200 min of 50% of permit fee
Land Disturbance Permit for more then 1 Acre	2001	85-4 AM 7	\$80.00	per acre	As needed		Per Statute - \$40 to the City and \$40 to EPD Per acre disturbed
Building Related Permits							
Building - Residential							
Residential permits - New structure	2009	94-4 #6	\$ 500.00	Plus \$0.12 per square foot		minimum \$150 with sliding valuation scale	\$1-\$25,000 - \$14 each additional \$1,000 and fraction thereof; \$25,000-\$50,000 - \$350 for 1st \$25,000 plus \$10 each additional \$1,000 and fraction thereof; \$50,000 - \$100,000 - \$600 for 1st \$50,000 plus \$7 each additional \$1,000 and fraction thereof; \$100,000-\$500,000 - \$950 for 1st \$100,000 plus \$6 each additional \$1,000 and fraction thereof; \$500,000 - \$1,000,000 - \$3,350 for 1st \$500,000 plus \$5 each additional \$1,000 and fraction thereof; \$1,000,000 and up - \$5,850 for first \$1,000,000 plus \$3 each additional \$1,000 or fraction thereof
Residential permits - New structure - Multifamily	2009	94-4 #6	\$500.00	per unit		Valuation	Multi-family Residential to be calculated as a Commercial Permit
Certificate of Occupancy fee	2009	94-4 #6	\$ 50.00	per unit	One time	\$50	Commercial and Residential
Residential - alteration	2009	94-4 #6	Greater of 50.00 minimum	or \$.12 per sq. foot	One time	\$25	Plus specific trade permit
Mechanical, Electrical, Plumbing Fees	2009	94-4 #6	\$ 50.00			\$80 Each	
Temporary service	2009	94-4 #6	\$ 35.00			\$50	This is comparable to other jurisdictions
Mobile Home Permit	2009	94-4 #6	\$ 100.00			\$100	
Reinspection Fee						\$50/\$100	\$50 for reinspection following two failed inspections; \$100 for all subsequent re-inspections
Permit Extension Fee						\$50/\$100	\$50 first extension/ \$100 each subsequent 3 month extension
Building - Commercial							
New Construction	2009	94-4 #6	\$ 500.00			minimum \$150 with sliding valuation scale	\$1-\$25,000 - \$14 each additional \$1,000 and fraction thereof; \$25,000-\$50,000 - \$350 for 1st \$25,000 plus \$10 each additional \$1,000 and fraction thereof; \$50,000 - \$100,000 - \$600 for 1st \$50,000 plus \$7 each additional \$1,000 and fraction thereof; \$100,000-\$500,000 - \$950 for 1st \$100,000 plus \$6e ach additional \$1,000 and fraction thereof; \$500,000 - \$1,000,000 - \$3,350 for 1st \$500,000 plus \$5 each additional \$1,000 and fraction thereof; \$1,000,000 and up - \$5,850 for first \$1,000,000 plus \$3 each additional \$1,000 or fraction thereof

Alterations	2018	94-4 #6	50.00 minimum			minimum \$150 with sliding valuation scale	\$1-\$25,000 - \$14 each additional \$1,000 and fraction thereof; \$25,000-\$50,000 - \$350 for 1st \$25,000 plus \$10 each additional \$1,000 and fraction thereof; \$50,000 - \$100,000 - \$600 for 1st \$50,000 plus \$7 each additional \$1,000 and fraction thereof; \$100,000-\$500,000 - \$950 for 1st \$100,000 plus \$6 each additional \$1,000 and fraction thereof; \$500,000 - \$1,000,000 - \$3,350 for 1st \$500,000 plus \$5 each additional \$1,000 and fraction thereof; \$1,000,000 and up - \$5,850 for first \$1,000,000 plus \$3 each additional \$1,000 or fraction thereof
Construction Trailer	2018	94-4 #6	\$100.00			\$100	Additional for each trade
Building Plan Review Fee		94-4 #6		Each		Add 50% of calculated permit fee for plan review for all commercial and industrial uses	Reduced for SFR - Add 10% of Calculated Building Permit Fee
Land Disturbance	2018	94-4 #6	\$50.00	per lot		\$250-\$750	\$250 First Submittal, \$300 Second Submittal, \$750 Third Submittal. Capped at \$750
Plumbing	2018	94-4 #6	\$ 50.00				plus \$5.00 for each fixture, drain or trap
Signs							
Sign Permit		2008-4	\$75.00				
Banner Permit	2009	94-4 #6	\$ 25.00				
A-frame sign permit	2018	2008-4	\$ 25.00				
Electrical Additional Sign			\$25.00			\$50	
Miscellaneous							
Swimming Pool - Residential	2009	94-4 #6	\$ 100.00		one time		

Swimming Pool - Commercial	2009	94-4 #6	\$ 200.00		one time		
Demolition Fee	2018	94-4 #6	\$50.00	per structure		\$100	
Tree Removal Fee	2018	94-4 #6	\$50.00	per lot		\$50	
Utility Permit	2018	94-4 #6	\$250.00			\$80	
Contractor downtown parking			\$10	per space per day			First 30 days at \$10/day; daily thereafter at \$5 / day paid in advance
Zoning Verification Letter			\$50.00				