



CITY OF DAHLONEGA Council Meeting Agenda

September 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.](#) City Council Public Hearing on FY2024 Budget - August 7, 2023
Sarah Hunsinger, Assistant City Clerk
- [b.](#) City Council Meeting Minutes - August 7, 2023
Sarah Hunsinger, Assistant City Clerk
- [c.](#) City Council Special Called Meeting Minutes - August 21, 2023
Sarah Hunsinger, Assistant City Clerk
- [d.](#) City Council Public Hearing Zoning - August 21, 2023
Mary Csukas, City Clerk
- [e.](#) City Council Work Session Minutes - August 21, 2023
Sarah Hunsinger, Assistant City Clerk

APPOINTMENT, PROCLAMATION & RECOGNITION:

1. Proclamation - UNG Softball Team 2023 NCAA Division II National Champions
JoAnne Taylor, Mayor

ANNOUNCEMENTS

CITY REPORTS:

- [2.](#) Financial Report - July 2023
Allison Martin, City Manager

ORDINANCES AND RESOLUTIONS:

CONTRACTS & AGREEMENTS:

OTHER ITEMS:

- [3.](#) Strategic Priorities Plan
Allison Martin, City Manager
- [4.](#) Consent Agenda Policy
Allison Martin, City Manager
- [5.](#) Storm Drainage Easement
Doug Parks, City Attorney
- [6.](#) Herr Services at Achasta, LLC

Mary Csukas, City Clerk & Doug Parks, City Attorney

[7.](#) Change to Open Container Footprint for Dahlonge Trail Fest

Doug Parks, City Attorney, Ariel Alexander, DDA Director

8. Executive Session - Real Estate

COMMENTS – PLEASE LIMIT TO THREE MINUTES

Clerk Comments

City Manager Comments

City Attorney Comments

City Council Comments

Mayor Comments

ADJOURNMENT



CITY OF DAHLONEGA

City Council Public Hearing on FY2024 Budget Minutes

August 07, 2023, 7:00 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

Mayor Taylor welcomed everyone to the City Council Public Hearing Meeting.

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

PUBLIC HEARING: Fiscal Year 2024 Budget

Mr. Tom Gordineer commented on the City Marshal funding and the 24-hour police department.

ADJOURNMENT

Mayor Taylor adjourned the meeting at 7:06 P.M.



CITY OF DAHLONEGA

Council Meeting Minutes

August 07, 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 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

Mayor Taylor welcomed everyone who came to the City Council Meeting.

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

PRESENT

Mayor JoAnne Taylor

Councilmember Ron Larson

Councilmember Roman Gaddis

Councilmember Johnny Ariemma

Councilmember Ryan Reagin

Councilmember Ross Shirley

Councilmember Lance Bagley

PRAYER / PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG

Mayor Taylor asked Councilmember Larson to lead the Prayer.

Councilmember Ragon led the Pledge of Allegiance.

APPROVAL OF AGENDA

Mayor Taylor made a motion to approve the agenda as presented.

Motion made by Councilmember Bagley, Seconded by Councilmember Shirley.

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

PUBLIC COMMENT – PLEASE LIMIT TO THREE MINUTES

Mayor Taylor called for public comments.

No comments were made.

APPROVAL OF MINUTES:

- a. Council Meeting Minutes - July 10, 2023, Mary Csukas, City Clerk

Mayor Taylor commented that there were some corrections to the minutes. There was a misspelling of a name and a misstatement of a motion.

Mayor Taylor motioned to approve the July 10, 2023, Council Meeting Minutes.

Motion made by Councilmember Ariemma, Seconded by Councilmember Gaddis.

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

APPOINTMENT, PROCLAMATION & RECOGNITION:

Mayor Taylor recognizes Chief George Albert and his deputies. She goes on to thank him and his deputies for everything they do.

1. Proclamation and State Flag for Joe Mirakovits, JoAnne Taylor, Mayor

Mayor Taylor states that this Proclamation is a recognition of Joe Mirakovits and his leadership of the Dahlenega-Lumpkin County Chamber of Commerce.

Mayor Taylor motioned to approve the Proclamation and State Flag for Joe Mirakovits.

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

Councilmember Bagley commented that this proclamation is warranted for Joe Mirakovits.

2. Georgia Initiative for Community Housing, JoAnne Taylor, Mayor

Mayor Taylor addresses the new Georgia Initiative for Community Housing. According to Mayor Taylor, the council's main issue is housing in the city. She states that the city has conducted a housing needs assessment, and the results will be used to impact our upcoming zoning amendments. This will make it easier for people to start businesses in the city. Mayor Taylor states that another result of the Housing Needs Assessment is that we are eligible for the Georgia Initiative for Community Housing. She continues to say that she is very hopeful that we will be selected for this because it gives our community a lot of tools to address the needs of the community.

Councilmember Ariemma commented to the DDA that housing is essential to the city.

3. Grants, Allison Martin, City Manager

City Manager Martin states that she will review the grants the city has received for projects:

- Georgia Department of Transportation, we received an allocation of just over \$201,000 to assist us with East Main Street.
- \$44,000 for the SAP Program.
- \$ 250,000 for assistance with the Parks Street Project Paving.
- \$ \$66,000 was awarded from the State of Georgia for leading the copper survey.
- She states that the city has made it to the next round of funding for the Koyo Lift Station Project. We currently sit in the Federal Budget for a \$3,000 allocation.
- If we are accepted into the Georgia Initiative for Community Housing, this will open the doors for more grants.

After City Manage Martin presented the grants, a discussion was had about the different grants between City Councilmembers.

ANNOUNCEMENTS: None

CITY REPORTS:

4. Financial Report - June 2023, Allison Martin, City Manager

City Manager Martin discussed the financial reports for June 2023.

The city met 100% of the 2022 taxes that were budgeted and collected and can send 100% to the tax commissioner's collection of tax digest.

Sales Tax collections remain strong. We are sitting at just 7 1/2% greater than last fiscal year.

Alcohol Beverage Tax and License Revenue continue to be greater than the prior year.

Permit Revenues are now trending slightly less than last year's collections.

Department Operational Expenditures are in line with our budget expectations. Same with the Downtown Developmental Authority.

Hotel/Motel Tax Fund, we now see a trend at just 0.7% greater than FY22. Still higher than pre-pandemic collections.

Water & Sewer Funds continue to perform strongly. We are sitting with charges 8.6% more than last year and are still trading 5 1/2% greater than the pandemic.

All Department expenses are in line with the budget.

The Solid Waste Fund is 1 1/8% greater than the prior year.

There was a discussion about the June 2023 Financial Report after City Manager Martin gave the June 2023 Financial Report.

Mayor Taylor made a motion to accept the June 2023 Financial Report. Motion made by Councilmember Gaddis, Seconded by Councilmember Larson.

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

ORDINANCES AND RESOLUTIONS: None

CONTRACTS & AGREEMENTS:

OTHER ITEMS:

5. Whataburger Right-Of-Way Dedication Deed, Doug Parks, City Attorney

City Attorney Parks says this right-of-way dedication deed will dedicate a 0.02-acre parcel on Riley Road to the City of Dahlonge.

City Engineer Buchanan states that a sidewalk is required when you undertake a development, and it eases over the exciting right-of-way line. In a location where the existing right-of-way line and the line appeared awkward, we encompassed that sidewalk with the proposed right-of-way, cleaned it up, and shaped it.

Mayor Taylor made a motion to approve the Whataburger Right-Of-Way Dedication Deed.

Motion made by Councilmember Larson, Seconded by Councilmember Reagin.

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

COMMENTS – PLEASE LIMIT TO THREE MINUTES

Mayor Taylor requested Council comments.

Clerk Comments - No comments were made.

City Manager Comments - City Manager Martin says she is happy to announce that the City's bond rating was upgraded to an A+. She goes on to say that this is almost unheard of for a community of our size.

City Attorney Comments - City Attorney Parks applauds the excellent rating and states that this was considered an unattainable goal a couple of years ago. He goes on to say that it has been attained with all the hard work and effort from the city.

City Councilmembers Comments

Councilmember Larson thanked Allison and the other City employees for earning that rating. He goes on to say that the construction on the square is going until early to mid-October.

Councilmember Gaddis did not comment.

Councilmember Ariemma comments on the traffic on North Grove Road.

Councilmember Reagin congratulated the city on the excellent rating.

Councilmember Shirley congratulates the city on this rating.

Councilmember Bagley brags about the City employees and how good the square looks. He commented on how well Chief Albert's deputies were doing and thanked all of the employees for having a great City.

Mayor Comments - Mayor Taylor comments on how great this rating means to the City. She goes on to thank all the employees in the city for keeping the city great.

ADJOURNMENT

Mayor Taylor called for a motion to adjourn the City Council Meeting at 6:39 P.M.

Motion made by Councilmember Bagley, Seconded by Councilmember Reagin.

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



CITY OF DAHLONEGA

City Council Special Called Meeting Minutes

August 21, 2023, 3:30 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 before 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

Mayor Taylor called to order the Special Called Meeting at 3:30 P.M.

Mayor Taylor welcomed everyone and thanked everyone for coming.

APPROVAL OF AGENDA

Mayor Taylor made a motion to approve the agenda.

Motion made by Councilmember Reagin, Seconded by Councilmember Shirley.

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

NEW BUSINESS

1. FY2024 Budget and 5-Year Capital Improvements Program, Allison Martin, City Manager

Mayor Taylor motioned to approve the FY2024 Budget and 5-Year Capital Improvements Program.

Motion made by Councilmember Gaddis, Seconded by Councilmember Larson. Councilmember Shirley commented on the excellent job done on the budget but sees room to tighten the budget.

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

Voting Nay: Councilmember Shirley

2. 2023 Tax Digest and Millage Rate, Allison Martin, City Manager

Mayor Taylor motioned to approve the 2023 Tax Digest and Millage Rate.

Motion made by Councilmember Gaddis, Seconded by Councilmember Bagley.

Councilmember Ariemma says this is amazing, and everyone did a fantastic job.

Councilmember Bagley praised the staff for keeping past budgets and continually reducing the millage rates.

Mayor Taylor thanked City Manager Martin and extended City Staff for keeping the hiring process under budget.

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

ADJOURNMENT

Mayor Taylor adjourned the Special Called meeting at 3:37 P.M.



CITY OF DAHLONEGA

City Council Public Hearing Minutes

August 21, 2023, 4:00 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

Mayor Taylor called the Public Hearing to order at 4:00 P.M. and welcomed everyone to the Public Hearing.

Mayor Taylor turned the public hearing over to City Attorney Parks.

Public Hearing:

1. Zoning Map Amendment - (Parcel No. D11-033)

Allison Martin, City Manager

City Attorney Parks states this is a request to amend the zoning map of the City of Dahlonega, Georgia, by changing the zoning on a parcel of land owned by Chelsea Mikell and Scott L. Mikell (REZN-23-4) – the request is to change the proposed use of a +/- 0.261-acre property located at 115 N Meaders Street (D11-033) (Hawkins Street LL951LD12-1) from R-1 (Single Family Residential District) to R-2 (Multiple Family Residential District). The purpose of this request is to allow this property to function as a short-term rental.

Mr. Joey Homans, the Mikell family's attorney, gave the Council an overview of the request to make this parcel a short-term rental while keeping the property the family's second home. The City has a short-term rental ordinance, and section 801C of the code states that they can't do the short-term rental in the R-1, and their intentions are an R2 with the provisions to keep only the short-term rental aspects of the code. The Mikell family understands the requirements of short-term rentals. The staff report states the request to rezone the property would create a new lot that does not meet the minimum lot size of the R-2 District. He says they are willing to work with the City and hopes the City of Dahlonega will work with them.

Mr. Mikell thanked everyone for allowing the Council to hear their request for the short-term rental rezoning. His family believes in short-term rentals, and he gives his opinion on how this could bring more people to Dahlonega. They look forward to working with the City to make this property part of the short-term rental market.

Mr Parks opened the floor to anyone wishing to speak for or against this request.

Mr. Tom Gordineer stated he approved of this zoning change.

Mr. Parks opened the discussion with the Council and the applicant.

Councilmember Larson asked if they proposed moving to R-3 to the planning commission.

Councilmember Bagley asked if they amended it to R-3 if it would be sent back to the planning commission.

Councilmember Ariemma asked if they knew when they purchased the property that it was R-1 and if the ordinance was read before the purchase.

Councilmember Gaddis asked if they must return to the council with an amended application.

Mr. Parks asked if the applicant wanted to amend the application to an R3 zoning.

Mayor Taylor commented on amending the application. She also explains the rezoning process.

ADJOURNMENT

Mayor Taylor adjourned the meeting at 4:22.



CITY OF DAHLONEGA

Council Work Session Minutes

August 21, 2023, 4:00 PM

Gary McCullough Council 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.

OPEN MEETING

Mayor Taylor called the Work Session to order on August 21, 2023, at 4:22 P.M.

Mayor Taylor remembered Allen "Buck McCallister" and asked everyone to pray for his family.

APPROVAL OF AGENDA

Mayor Taylor made a motion to approve the agenda.

Motion made by Councilmember Reagin, Seconded by Councilmember Shirley.

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

BOARD & COMMITTEES

1. Cemetery Committee—July 2023, Chris Worick, Chair, Dahlonega Cemetery Committee

Mayor Taylor recognized the Cemetery Committee and said they are doing great.

2. Dahlonega Downtown Development Authority/Main Street – July 2023, Ariel Alexander, Downtown Development Director

Director Alexander had no further comments on the department report.

3. Tourism Quarterly Report Sam McDuffie, Director of Tourism

Councilmember Shirley believes more advertising is needed for our bike mountain trails and Iron Mountain.

Councilmember Ariemma stated advertising more than the Atlanta market would bring a large pool of people to Dahlonega.

Councilmember Larson commented on the billboard advertising and how much he liked the design.

Councilmember Bagley asked if there is a place specifically advertising events in the City.

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

APPOINTMENT, PROCLAMATION & RECOGNITION: (Vote at Council Meeting) - None

PRESENTATION – None

ORDINANCES & RESOLUTIONS

4. Change to Open Container Footprint for Dahlonega Trail Fest

Doug Parks, City Attorney, Ariel Alexander, DDA Director

City Attorney Parks proposed to suspend the enforcement of open containers in a specific area at the Dahlonega Trail Fest event so that festivalgoers may carry their alcoholic beverages from Hancock Park to the auction and live music tent across the street.

Councilmember Bagley commented on the footprint of the festival.

Councilmember Ariemma asked about the plan for the displaced accessible parking spots. Director Alexander informed the Council that additional parking spots were planned for Handicapped during the festival.

CONTRACTS & AGREEMENTS- None

OTHER ITEMS:

5. Strategic Priorities Plan, Allison Martin, City Manager
City Manager Martin reviewed the Strategic Priorities Plan with the Mayor and Council.
Councilmember Ariemma complements City Manager Martin and the staff on the plan. He asks for a better understanding of the population.
Councilmember Gaddis asked for future agendas and packets to reference past agendas and packets.
Mayor Taylor commented on the specific action items. She is proud of the work the staff has done.
6. Consent Agenda Policy, Allison Martin, City Manager
City Manager Martin reviewed the Consent Agenda Policy with the Mayor and Council.
Councilmember Larson asked for some examples.
Councilmember Gaddis says that he entirely agrees with consent agendas.
Councilmember Shirley comments on how this will help out.
Councilmember Ariemma inquired into some aspects of the consent agenda.
7. Councilmember Reports from the GMA Annual Convention, JoAnne Taylor, Mayor
Mayor Taylor asked all the Councilmembers to share their best moments from the recent GMA Annual Convention in Savannah, GA.
Mayor JoAnne Taylor's best moment was talking to people giving grants and opportunities in the City.
Councilmember Larson said that building relationships was very beneficial.
Councilmember Gaddis did not attend.
Councilmember Ariemma said he enjoyed polling the members to see what they were doing and getting ideas. He also said he enjoyed touring the Savannah Port with his class members.
Councilmember Reagin said he enjoyed meeting and learning with other Councilmembers and building relationships.
Councilmember Shirley enjoyed meeting people and stated how unique the City of Dahlonoga is and how lucky he feels to be a part of it.
Councilmember Bagley said he enjoyed meeting and learning from other City Councilmembers. He also stated that the taxation breakout session was great for listening to and learning about.
8. Storm drainage easement, Doug Parks, City Attorney
City Attorney Parks introduced the Strom Drainage Easement.
City Engineer Buchanan reviewed this new development and the plan with the council and Mayor. He also states that East Main and N. Grove will be shut down nightly.
9. Herr Services at Achasta, LLC, Mary Csukas, City Clerk & Doug Parks, City Attorney
Ms. Csukas informed the Council that the alcoholic beverage application was complete with no issues.

Councilmember Bagley asks if Achasta already serves beer and wine. Ms. Csukas informed the Council that the current license is under the Achasta Corporation.

COMMENTS – PLEASE LIMIT TO THREE MINUTES

Clerk Comments -No comments.

City Manager Martin informed the Council that Mr. Jammie Ricketts will be the new Wastewater Treatment Plant supervisor. She goes on to remind everyone about the listening session at the library concerning the development on 147 N Park Street and the schedule for East Main.

City Council Comments

Councilmember Larson had no comment.

Councilmember Gaddis congratulated Mr. Ricketts on the new job.

Councilmember Ariemma had no comment.

Councilmember Reagin had no comment.

Councilmember Shirley had no comment.

Councilmember Bagley had no comment.

City Attorney - No comments.

Mayor Taylor will be out of town, and the Major Protemp will be Councilmember Gaddis.

ADJOURNMENT

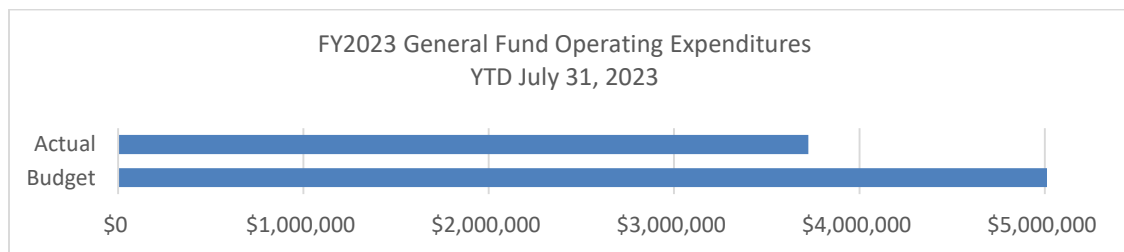
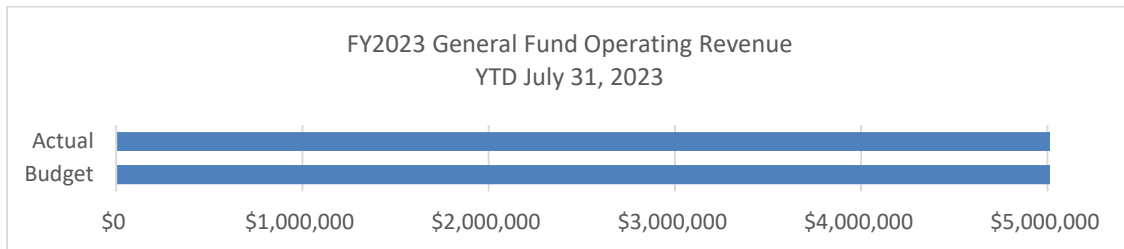
Mayor Taylor adjourned the meeting at 5:01 P.M.



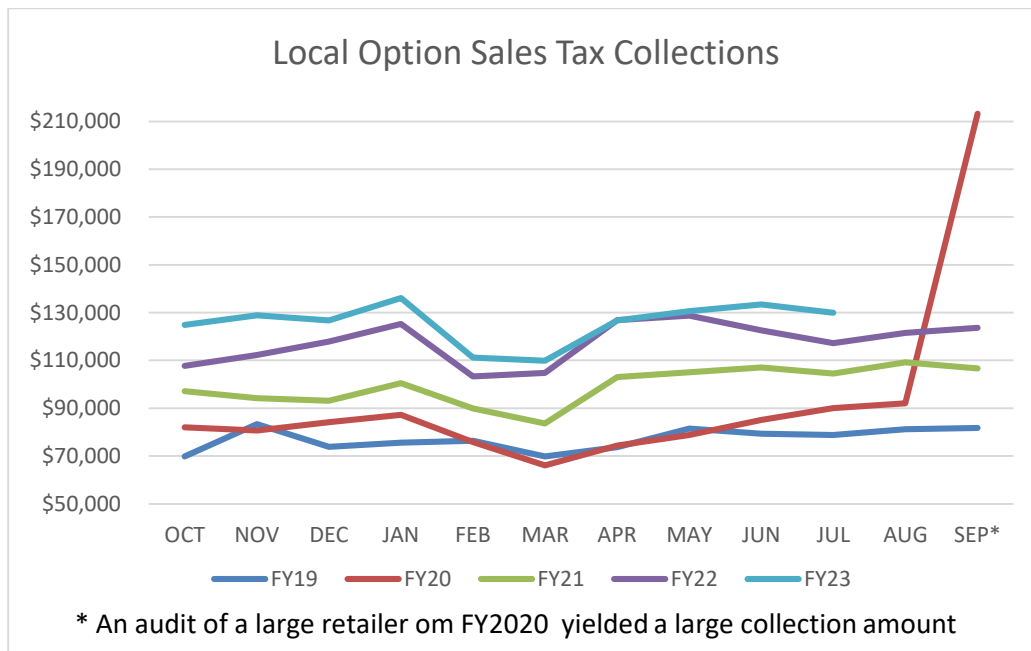
CITY OF DAHLONEGA MONTHLY FINANCIAL REPORTS

For the Nine Months Ended July 31, 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 7.86% greater than FY22. The change in the State law related to internet sales taxation has continued to positively impact our collections.
- A large amount was collected in September 2020 from an audit finding for a large retailer.



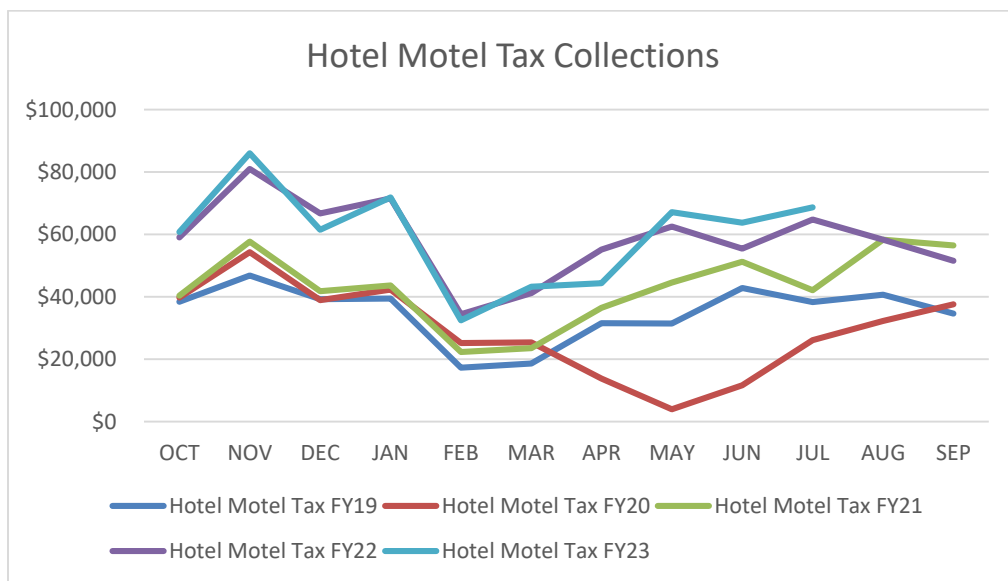
- The annual revenue for Insurance Premium Tax is \$545,246.95 this fiscal year, which is 24% greater than last fiscal year. This amount is based on a population formula.
- Alcoholic Beverage Tax and License revenue collected year-to-date is greater than the prior year.
- Permit revenue collected year-to-date is slightly less 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.

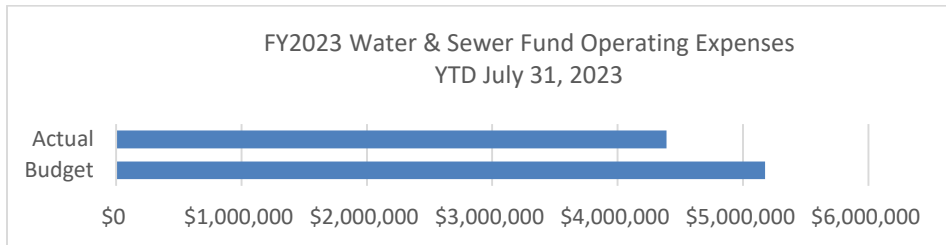
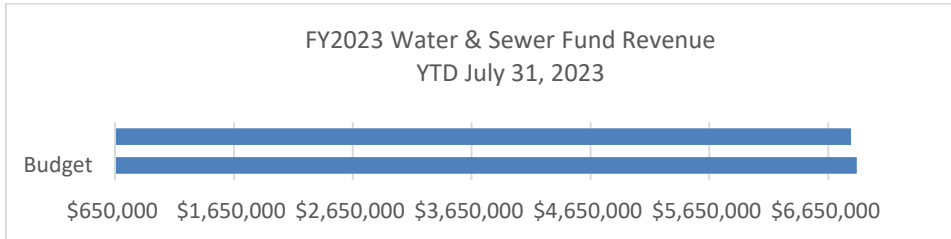
HOTEL/MOTEL TAX FUND

- 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 now trends 1.69% greater than FY22 and is still 74.37% 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.



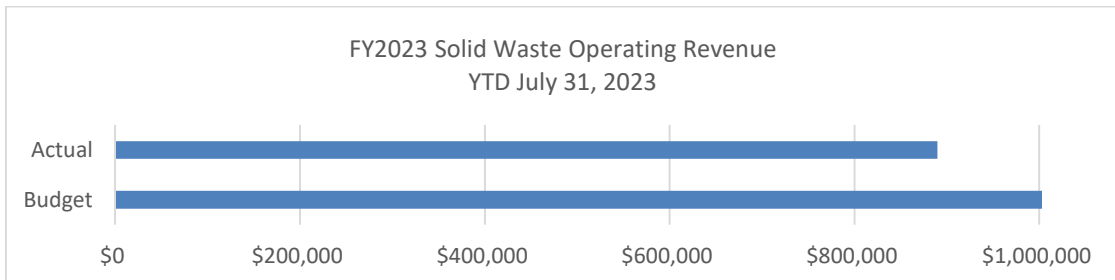
WATER AND SEWER FUND

- Water and sewer sales are trending along with budget projections. Revenue from water sales and sewer charges is 5.74% more than last year and 5.37% greater than pre-pandemic numbers.
- All department expenses are in line with the budget.



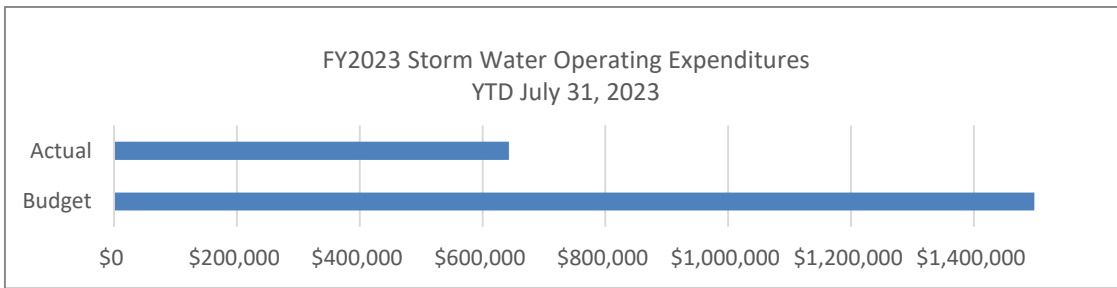
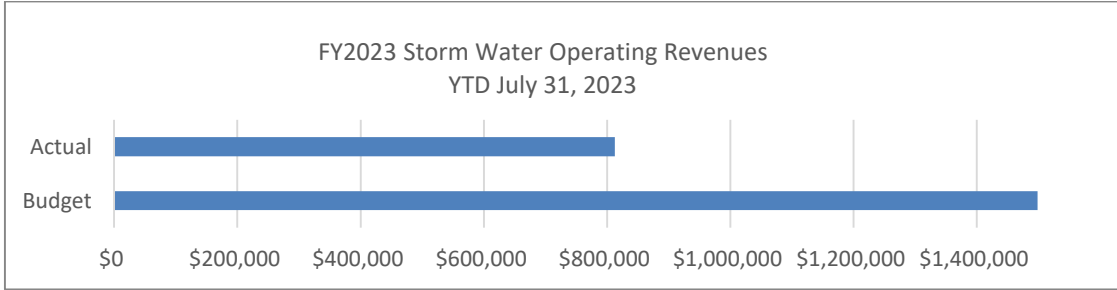
SOLID WASTE FUND

- Refuse Collection Charges are Revenues are 2.07% greater than the prior year.
- Expenses meet budget expectations.



STORMWATER ENTERPRISE FUND

- Transfers In and Indirect Charges reflect a ten-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 & Kimberly Stafford 8/30/2023)

GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	YTD BALANCE 07/31/2023 NORMAL (ABNORMAL)	% BDGT USED
Fund 100 - GENERAL FUND				
	GENERAL PROPERTY TAXES	1,784,753.00	1,775,750.88	99.50
	GENERAL SALES AND USE TAXES	1,106,535.00	1,133,487.87	102.44
	SELECTIVE SALES AND USES TAXES	225,600.00	190,278.48	84.34
	ALCOHOLIC BEVERAGES LICENSES	138,900.00	146,105.00	105.19
	BUSINESS TAXES	581,801.00	704,916.79	121.16
	PENALTIES AND INTEREST	1,600.00	1,299.65	81.23
	PERMITS AND FEES	73,000.00	90,259.12	123.64
	INTERGOVERNMENTAL REVENUE	21,646.00	31,138.60	143.85
	CHARGES FOR SERVICES	729,483.00	615,013.78	84.31
	FINES AND FORFEITURES	241,600.00	156,828.37	64.91
	INVESTMENT INCOME	26,793.00	93,064.69	347.35
	MISCELLANEOUS REVENUE	22,000.00	13,046.04	59.30
	OTHER FINANCIAL SOURCES	55,000.00	19,465.00	35.39
	OTHER CHARGES FOR SERVICES	15,500.00	16,389.21	105.74
	TRANSFERS IN FROM OTHER FUNDS	102,850.00	85,791.70	83.41
	TOTAL REVENUES	5,127,061.00	5,072,835.18	98.94
	LEGISLATIVE	252,533.00	210,704.05	83.44
	EXECUTIVE	263,848.00	166,719.43	62.86
	ELECTIONS	22,335.00	242.25	1.08
	GENERAL ADMINISTRATION	1,059,920.00	860,891.46	81.22
	MUNICIPAL COURT	299,805.00	191,357.68	63.83
	CITY MARSHAL	561,071.00	448,470.21	79.79
	PUBLIC WORKS ADMINISTRATION	198,130.00	134,890.71	68.08
	STREETS	1,237,816.00	899,261.43	72.34
	MAINTENANCE AND SHOP	114,099.00	91,443.05	80.14
	CEMETERY	64,173.00	22,706.71	33.27
	PARKS	44,700.00	43,437.64	92.03
	COMMUNITY DEVELOPMENT	447,372.00	228,559.89	51.09
	NON-DEPARTMENTAL	50,000.00	0.00	0.00
	TRANSFERS OUT TO OTHER FUNDS	511,259.00	426,049.20	83.33
	TOTAL EXPENDITURES	5,127,061.00	3,724,733.71	72.45
Fund 100 - GENERAL FUND:				
	TOTAL REVENUES	5,127,061.00	5,072,835.18	98.94
	TOTAL EXPENDITURES	5,127,061.00	3,724,733.71	72.45
	NET OF REVENUES & EXPENDITURES	0.00	1,348,101.47	9,455.42

GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	YTD BALANCE 07/31/2023 NORMAL (ABNORMAL)	% BDGT USED
Fund 230 - DOWNTOWN DEVELOPMENT AUTHORITY				
	CHARGES FOR SERVICES	1,100.00	389.09	35.37
	INVESTMENT INCOME	400.00	7,450.81	1,862.70
	CONTRIBUTIONS AND DONATIONS	100.00	3,000.00	3,000.00
	MISCELLANEOUS REVENUE	200.00	3,940.00	1,970.00
	TRANSFERS IN FROM OTHER FUNDS	232,450.00	193,708.30	83.33
	APPROPRIATED FUND BALANCE	71,969.00	0.00	0.00
	TOTAL REVENUES	306,219.00	208,488.20	68.08
	DDA ADMINISTRATION	145,092.00	141,818.31	83.67
	TOURISM	103,284.00	69,425.14	67.22
	DOWNTOWN DEVELOPMENT	57,843.00	69,165.37	119.57
	TOTAL EXPENDITURES	306,219.00	280,408.82	84.81
Fund 230 - DOWNTOWN DEVELOPMENT AUTHORITY:				
	TOTAL REVENUES	306,219.00	208,488.20	68.08
	TOTAL EXPENDITURES	306,219.00	280,408.82	84.81
	NET OF REVENUES & EXPENDITURES	0.00	(71,920.62)	294.63

GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	YTD BALANCE 07/31/2023 NORMAL (ABNORMAL)	% BDGT USED
Fund 275 - HOTEL/MOTEL TAX FUND				
	HOTEL/MOTEL TAXES	680,000.00	539,092.19	79.28
	INVESTMENT INCOME	100.00	3,382.12	3,382.12
	TOTAL REVENUES	680,100.00	542,474.31	79.76
	PURCHASES/CONTRACTED SERVICES	288,575.00	209,707.60	72.67
	TRANSFERS OUT TO OTHER FUNDS	391,525.00	326,270.80	83.33
	TOTAL EXPENDITURES	680,100.00	535,978.40	78.81
Fund 275 - HOTEL/MOTEL TAX FUND:				
	TOTAL REVENUES	680,100.00	542,474.31	79.76
	TOTAL EXPENDITURES	680,100.00	535,978.40	78.81
	NET OF REVENUES & EXPENDITURES	0.00	6,495.91	100.00

GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	YTD BALANCE 07/31/2023 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	210,461.22	3,188.81
	MISCELLANEOUS REVENUE	3,000.00	4,856.94	161.90
	OTHER FINANCIAL SOURCES	0.00	29,166.00	100.00
	WATER CHARGES	2,941,401.00	2,640,422.76	89.77
	TAP FEES - WATER	175,000.00	732,449.00	418.54
	SEWER CHARGES	2,167,558.00	1,911,954.91	88.21
	TAP FEES - SEWER	175,000.00	819,037.00	468.02
	OTHER CHARGES FOR SERVICES	70,800.00	74,698.08	105.51
	TRANSFERS IN FROM OTHER FUNDS	1,351,502.00	416,666.70	30.83
	TOTAL REVENUES	6,890,861.00	6,841,261.18	99.28
	SEWER LIFT STATIONS	262,198.00	148,915.55	55.67
	SEWER TREATMENT PLANT	784,715.00	639,224.01	79.51
	DISTRIBUTION AND COLLECTION	1,149,766.00	885,749.02	73.98
	WATER SUPPLY	362,296.00	147,228.67	40.64
	WATER TREATMENT PLANT	2,320,616.00	1,426,560.28	60.45
	CAPITAL OUTLAYS	1,825,530.00	1,037,349.16	51.69
	INTERFUND CHARGES	125,740.00	104,783.30	83.33
	OTHER COSTS	60,000.00	94.01	0.16
	TOTAL EXPENDITURES	6,890,861.00	4,389,904.00	61.11
Fund 505 - WATER AND SEWER ENTERPRISE FUND:				
	TOTAL REVENUES	6,890,861.00	6,841,261.18	99.28
	TOTAL EXPENDITURES	6,890,861.00	4,389,904.00	61.11
	NET OF REVENUES & EXPENDITURES	0.00	2,451,357.18	836.99

GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	YTD BALANCE 07/31/2023 NORMAL (ABNORMAL)	% BDGT USED
Fund 540 - SOLID WASTE ENTERPRISE FUND				
	CHARGES FOR SERVICES	300.00	275.00	91.67
	INVESTMENT INCOME	750.00	11,349.13	1,513.22
	MISCELLANEOUS REVENUE	0.00	210.00	100.00
	OTHER CHARGES FOR SERVICES	8,000.00	5,918.07	73.98
	REFUSE COLLECTION CHARGES	1,003,716.00	889,685.18	88.64
	APPROPRIATED NET ASSETS	1,935.00	0.00	0.00
	TOTAL REVENUES	1,014,701.00	907,437.38	89.43
PERSONAL SERVICES AND EMPLOYEE BENEFITS				
	PURCHASES/CONTRACTED SERVICES	500,845.00	347,521.58	69.39
	SUPPLIES	222,700.00	214,827.13	96.46
	CAPITAL OUTLAYS	120,700.00	46,177.03	36.31
	INTERFUND CHARGES	33,600.00	10,655.00	31.71
	OTHER COSTS	62,870.00	52,391.70	83.33
	DEBT SERVICE	40,000.00	24.54	0.06
		33,986.00	837.01	2.46
	TOTAL EXPENDITURES	1,014,701.00	672,433.99	65.85
Fund 540 - SOLID WASTE ENTERPRISE FUND:				
	TOTAL REVENUES	1,014,701.00	907,437.38	89.43
	TOTAL EXPENDITURES	1,014,701.00	672,433.99	65.85
	NET OF REVENUES & EXPENDITURES	0.00	235,003.39	3,638.44

GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	YTD BALANCE 07/31/2023 NORMAL (ABNORMAL)	% BDGT USED
Fund 560 - STORMWATER ENTERPRISE FUND				
	INVESTMENT INCOME	500.00	7,095.20	1,419.04
	OTHER CHARGES FOR SERVICES	1,000.00	1,177.50	117.75
	TRANSFERS IN FROM OTHER FUNDS	1,122,279.00	509,382.50	45.39
	STORMWATER UTILITY CHARGES	375,000.00	295,101.00	78.69
	TOTAL REVENUES	1,498,779.00	812,756.20	54.23
	PERSONAL SERVICES AND EMPLOYEE BENEFITS	80,481.00	56,334.74	70.00
	PURCHASES/CONTRACTED SERVICES	81,710.00	1,357.50	1.66
	SUPPLIES	31,231.00	52.50	0.17
	CAPITAL OUTLAYS	811,494.00	173,543.28	16.97
	INTERFUND CHARGES	493,863.00	411,552.50	83.33
	TOTAL EXPENDITURES	1,498,779.00	642,840.52	37.59
Fund 560 - STORMWATER ENTERPRISE FUND:				
	TOTAL REVENUES	1,498,779.00	812,756.20	54.23
	TOTAL EXPENDITURES	1,498,779.00	642,840.52	37.59
	NET OF REVENUES & EXPENDITURES	0.00	169,915.68	80.46
	TOTAL REVENUES - ALL FUNDS	15,517,721.00	14,385,252.45	92.70
	TOTAL EXPENDITURES - ALL FUNDS	15,517,721.00	10,246,299.44	63.77
	NET OF REVENUES & EXPENDITURES	0.00	4,138,953.01	753.66



City of Dahlonega Strategic Plan 2023

Adopted: September 5, 2023

Table of Contents

Credits 3

Introduction..... 4

Strategic Visioning and Planning 5

Vision and Mission Statements..... 6

Guiding Principles 7

Strategic Priorities 8

 Strategic Priority #1 – Effectively Manage Growth 8

 Strategic Priority #2 – Infrastructure..... 10

 Strategic Priority #3 – Communication 14

Credits

Mayor & City Council

JoAnne Taylor, Mayor

Roman Gaddis, City Council

Ron Larson, City Council

Johnny Ariemma, City Council

Ross Shirley, City Council

Ryan Reagin, City Council

Lance Bagley, City Council

City Manager & Staff

Allison Martin, City Manger

Mary Csukas, City Clerk

George Albert, Chief of Police

Mark Buchanan, City Engineer/Public Works Director

Kimberly Stafford, Finance Director

Ariel Alexander, DDA Director

Ron Simmons, Distribution/Collection Supervisor

Troy Armstrong, Street/Park/Cemetery Supervisor

Skyler Alexander, Main Street Manager

Shana Higman, Court Clerk

Mak Yari, Special Projects Coordinator

Carl Vinson Institute of Government

April Howard, EdD – Public Service Associate

Introduction

The City of Dahlonega, the county seat of Lumpkin County, is in the foothills of the Northeast Georgia mountains, approximately seventy miles north of Atlanta. The year-round population of Dahlonega is estimated to be 7,500 with seasonal increases that go along with being home to a major state university.

Incorporated on December 21, 1833, Dahlonega was the site of the first significant gold rush in the United States. Between 1838 and 1861, a U.S. Branch Mint produced the Half Eagle, Quarter Eagle, Gold Dollar, and Three Dollar Gold coins locally. The University of North Georgia, founded in 1873 in the abandoned mint building, was the first state-supported college in Georgia to grant a degree to a woman and is now one of six senior military colleges in the U.S. with expanding undergraduate and graduate programs. Today, tourists come to shop and dine in the historic town square, learn about the city's colorful history, try their hand at gold panning, and visit the area's local wineries.

Dahlonega is home to numerous historic properties—houses, commercial buildings, public institutions, and educational buildings. A landmark resource survey was completed, identifying and cataloging resources and community assets. This effort focused primarily on the Dahlonega Courthouse Square and the streets immediately surrounding the square. More than 178 resources were recognized as part of the original survey and the inventory is continuously updated by the Dahlonega Historical Society. A new survey was completed in 2022 which added additional properties to this inventory. To help ensure the city's rich heritage, Dahlonega utilizes a Council-appointed Historic Preservation Commission and a Downtown Development Authority to help preserve the past while guiding its future.

Dahlonega, like many communities across the country, is facing a growing population. This growth, coupled with a thriving university in our city, has created a housing shortage. In 2022, the council supported a Housing Needs Assessment which was completed in 2023. This study gave great insight into the types of housing missing from our inventory and is the catalyst for an update to the city's zoning ordinances and an initiative that is currently underway.

As our city continues to grow, it becomes more important than ever to plan to ensure that growth and development do not detract from what makes our city so special.

Strategic Visioning and Planning

The City of Dahlonega saw a 43.78% increase in population from the 2010 census to the 2020 census and continued demands on aging infrastructure. While there were adopted vision and mission statements, the city staff lacked strategic focus areas to guide work and base decisions. This lack of focus meant that there were a multitude of projects on the Capital Improvement Plan but no clear vision of how those projects tied into a “master plan” for the future of the city. In 2023, the city council agreed to have a strategic planning session as their annual retreat. The council and key staff members completed surveys and pre-work for the retreat. The pre-work results, which showed common themes, were shared with the council. During two days of intensive discussions, led by April Howard, and SWOT analysis exercises, the council decided on three strategic priorities for the city staff to focus on. The time spent together allowed us to better understand each other’s perspectives, where we are today as a city, the resources available to us, and what areas need further attention as we prepare for the future.

Two months after the council’s retreat, our staff met for a planning session to create action plans for implementing those strategic priorities. We reviewed the work previously completed by the council and existing city plans. The staff then collaborated on updates to the city’s vision and mission statements. A list of guiding principles was developed to help shape the culture of the work environment and ensure employees, and the public, understand the behavior that is expected.

While not as robust as some strategic plans, this is a great first step in steering our organization toward more strategic thinking and data-driven decision-making.

This plan was completed in 2023 and the council and our staff hope this plan will help us accomplish our vision of being the most welcoming, thriving, and inspiring community in North Georgia. On the following pages, you will find the updated vision and mission statement, the guiding principles, strategic priorities, goals, and implementation plan.

Vision and Mission Statements

Vision Statement

“Dahlonega will be the most welcoming, thriving, and inspiring community in North Georgia!”

Mission Statement

“Dahlonega, a City of Excellence, will provide quality services through ethical leadership and fiscal stability, in full partnership with the people who choose to live, work, and visit. Through this commitment, we respect and uphold our rural Appalachian setting to honor our thriving community of historical significance, academic excellence, and military renown.”

Guiding Principles

The City of Dahlonega will 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.

To ensure the vibrancy of our community, Dahlonega commits to:

- Transparency and Honesty
- Dedication and Responsibility
- Preservation and Sustainability
- Safety and Welfare ...for ALL!

Strategic Priorities

Strategic Priority #1 – Effectively Manage Growth

Goal Statement:

The City will implement a managed growth plan to ensure a great Dahlonega.



Strategic Priority		Effectively Manage Growth			
Specific Goal		The City will implement a managed growth plan to ensure a great Dahlonega.			
	Actions	Timeline	Funding Sources, and Resources	Person(s) Responsible	Means of Evaluation
1	Work to update codes and zoning as they relate to housing. Review and update a minimum of 1 ordinance a quarter until all are reviewed.	2024	Budgeted Project	Allison Martin	Complete phase 1 of TSW work.
2	Review all IGAs and MOUS.	Dec. 2023	No Cost	Dept. Heads	Report to Council.
3	Review and update a character area map associated with a GIS development map. Create a public education plan to share the intent.	Jan. 2025	Budgeted Item	Ariel Alexander	Completion and distribution of map and plan.
4	Support DDA growth and success: Help identify funding options, evaluate boundaries, create a public BRE plan, and create a Main Street Advisory Committee under DDA. The City Manager and DDA Director complete advanced economic development training. DDA Board will train as well.	2024	Budgeted Items and Funding Options/Projects	Ariel Alexander, Skyler Alexander, Allison Martin	Creation of Main Street Committee, completed training, and detailed DDA work plan.
5	Work with DDA to create a redevelopment plan: survey properties, explore the creation of specific overlay districts, and host public meetings.	2026	Budgeted Items	Ariel Alexander & DDA	An EID is adopted that offers incentives and an overlay district has been created.
6	Annexation Plan: update service area (first to serve), target donuts and islands, establish road assessment protocol, conduct capacity audits,	2027	Budgeted Items	Planning Staff	Completion of Plan
7	Plan for and support the growth of city hall and add appropriate staff to prepare for growth. Succession planning, cross-training, workforce development. Focus on police, courts, and public works.	2024-continuous	Budgeted Items	Dept. Heads	Addition or redevelopment of city hall offices and a new PW facility.

Strategic Priority #2 – Infrastructure

Goal Statement: The City will proactively monitor, maintain, and fund our infrastructure to provide safe, dependable, reliable services to support our community and quality of life.



Strategic Priority		Infrastructure			
Specific Goal		The City will proactively monitor, maintain, and fund our infrastructure to provide safe, dependable, reliable services to support our community and quality of life.			
	Actions	Timeline	Funding Sources, and Resources	Person(s) Responsible	Means of Evaluation
1	Update CIP that includes all water/sewer/storm needs based on dates and Ron/Troy observations	FY2025	Various	MB/MY/RS/VH/TA	Document prepared for FY25 budget cycle
2	Asset management program; needs inventory/mapping and assessment	Ongoing	City/user fees/enterprise funds	GIS consultant/TS/MY/TA	Completion of program prior to federal mandate
3	Continue road improvement plan (resurfacing)	Ongoing	City, SPLOST, TSPLOST, LMIG	VH/CY/MB	Annual paving program completion with add'l mileage
4	Evaluate asset management vs. public works vs. engineering vs. all utility needs/duties/tasks and consider add'l staff,	FY26	City, enterprise funds	AM	Funding of Utilities Director
5	Address ROW widths throughout city and utility easements	FY26	City, grants, enterprise funds	AM/MB/MY/RS	Deed work and GIS mapping completed



Strategic Priority		Infrastructure			
Specific Goal		The City will proactively monitor, maintain, and fund our infrastructure to provide safe, dependable, reliable services to support our community and quality of life.			
	Actions	Timeline	Funding Sources, and Resources	Person(s) Responsible	Means of Evaluation
6	Create new water sale opportunities	Ongoing	n/a	AM/MY	Contracts or increased sales revenue
7	Evaluate water and wastewater plants based on growth decisions/capacity purchase	Ongoing	Enterprise funds	AM/MY	Report to council by June 2024
8	Evaluate existing sidewalk master map and turn it into a sidewalk master plan w/annual funding	FY24	City	TA/VH	Presentation during FY25 budget process
9	Work with Planning and Zoning to create new ordinances and guidelines related to private development/annexation	Ongoing	City	Consultant/MB	Successful draft of ordinances presented to council
10	Utility Rate Study	Annual Review	Enterprise funds	MY/AM	Review annually, formal 2 years; fund solvency



Strategic Priority	Infrastructure				
Specific Goal	The City will proactively monitor, maintain, and fund our infrastructure to provide safe, dependable, reliable services to support our community and quality of life.				
	Actions	Timeline	Funding Sources, and Resources	Person(s) Responsible	Means of Evaluation
11	New city shop at an alternate location	ASAP	Unknown	AM/MB/RS/TA/GH	Construction of new joint shop facility

Strategic Priority #3 – Communication

Goal Statement: The City will work proactively to maintain effective communication with the public, community partners, and stakeholders through varied avenues, including social media, the website, and written communications.



Strategic Priority		Ensure Effective Communications			
Specific Goal		Develop a Shared Community Calendar			
	Actions	Timeline	Funding Sources, and Resources	Person(s) Responsible	Means of Evaluation
1)	Assess feasibility of partnering with Chamber of Commerce to provide comprehensive shared calendar	August, 2023	None	Mainstreet Manager	Report to manager
2)	Contact Bobby Larson at UNG to request participation in the comprehensive shared calendar	August, 2024	None	Mainstreet Manager	Confirmation of participation or denial
3)	Research platforms with IT consultant to discuss scope of potential project of comprehensive calendar	By Sept 2024	None	Mainstreet Manager and Finance	Report to manager
4)	Research using the Nugget to publicize calendar and explain each entity's role and respective calendars to keep current	By Sept 2024	None	Mainstreet Manager	Report findings to manager



Strategic Priority		Ensure Effective Communications			
Specific Goal		Explore Council Chamber Livestream			
	Actions	Timeline	Funding Sources, and Resources	Person(s) Responsible	Means of Evaluation
1)	Form a research/review committee to explore various platforms and tools for Livestreaming Council and Authority meetings	January 2024	None	City Staff & ACNS	Report to City Manager
2)	Research platforms with other city clerks for options for implementation	January 2024	None	City Clerk	Report to Committee
3)	Present recommendation for needed platform, technology tools, training and budget for implementation	By March, 2024	Local	City Clerk, ACNS	Report to Council



Strategic Priority		Ensure Effective Communications			
Specific Goal		Improve Communications Coordination Communitywide			
	Actions	Timeline	Funding Sources, and Resources	Person(s) Responsible	Means of Evaluation
1)	Employ a part-time communications specialist to manage website, social media, special events, town hall meetings, and other coordinated calendars, etc.	July 2024	Approx. \$24,000	City Manager, Ariel, Sky	Increased engagement, increased traffic on sites
2)	Ensure continued attendance at community meetings and events	Oct 2024	None	Council, Manager, Dept. Heads	Representation at all functions.
3)	Develop a communications plan and schedule for posting.	Jan 2024	None	Manager/Ariel	Successful messaging and increased engagement



City of Dahlonega
465 Riley Road
Dahlonega, GA 30533
www.dahlonega.gov
706-864-6133



City Council Agenda Memo

DATE: August 14, 2023
TITLE: Consent Agenda Policy
PRESENTED BY: Allison Martin, City Manager

AGENDA ITEM DESCRIPTION:

Consent Agenda Policy

HISTORY/PAST ACTION:

A consent agenda includes items that are routine, pre-discussed, and that require no further discussion. The pre-discussion of the items must not violate Open Meetings laws. Past councils have used a consent agenda model to approve items that are routine in nature or do not require discussion. The use of a consent agenda allows meetings to be very efficient and streamlines routine matters by allowing multiple items to be approved by one motion and vote. The policy gives parameters for staff in creating items and for the council in making decisions to move items on the consent agenda and off the consent agenda if they want further discussion on the item(s).

FINANCIAL IMPACT:

There is no adverse budgetary impact.

RECOMMENDATION:

It is the recommendation of staff to use a consent agenda to further streamline meetings.

SUGGESTED MOTIONS:

n/a

ATTACHMENTS:

Consent Agenda Policy

Consent Agenda Policy

Purpose

To ensure the efficiency and effectiveness of council meetings and to provide an efficient process for approval of regular or routine issues that come before the Mayor and Council or matters where no debate is anticipated.

Policy

1. **Content of Agenda.** The agenda for City Council Meetings will distinguish between the following types of matters:
 - a. Decision;
 - b. Discussion; and
 - c. Information.

Only decision items will require a motion and vote.

Items requiring a decision that is expected to require no discussion or debate may, at the Mayor and Council's option, be placed on the agenda under the headings "Consent Agenda".

Materials and motions proposed to be dealt with under the consent agenda portion of the agenda shall be clearly identified as falling under the consent agenda in the meeting packages. Council members should review the consent agenda items prior to the meeting with the expectation that no discussion will take place during the council meeting.

2. **Approval of Agenda.** The agenda will be approved by the Mayor and Council at the beginning of each meeting.

Items may be moved out of the consent agenda section at the request of any member of the Council prior to the approval of the agenda. No motion or vote of the Council is required with respect to a request to move an item off the consent agenda.

When a member of the Council requests that an item be moved off the consent agenda section, the Council shall decide where to place that item on the agenda.

When only one item does not qualify as a consent agenda item or is requested to be moved, that item shall be moved out of the consent agenda and the rest of the items shall remain on the consent agenda.

Approval of the agenda by the Council constitutes approval of each of the items listed under the consent agenda portion of the meeting. No separate vote to approve the consent agenda portion is required.

3. **Amendment.** This policy may be amended by the Mayor and Council.



CITY OF DAHLONEGA

Council Work Session Agenda

February 01, 2023, 6:00 PM

Gary McCullough Council Chambers, Dahlongega 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 Dahlongega's resources.

CALL TO ORDER AND WELCOME

PRAYER/PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG

APPROVAL OF AGENDA

APPROVAL OF THE CONSENT AGENDA:

- A. Approval to purchase storage expansion and backup providing more space for document storage and retrieval.
- B. Regarding Riley Road project, approval of right of way deed. Donated to city to even property line, no cost to city.
- C. Approval to renew the maintenance contract with American Tower and authorization for Mayor to sign the contract. This request is a budgeted line item.
- D. Approval of the December minutes.

PUBLIC COMMENTS – PLEASE LIMIT TO THREE MINUTES

BOARDS & COMMITTEES:

1. Cemetery Committee - January 2023
Chris Worick, Committee Chairman
2. Downtown Dahlongega – January 2023
Ariel Alexander, Downtown Development Director

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

APPOINTMENTS & PROCLAMATIONS:

ANNOUNCEMENTS/PRESENTATIONS:

4. Housing Needs Assessment
Tate Davis, Director of Real Estate with KB Advisory Group

CITY REPORTS:

ORDINANCES & RESOLUTIONS

5. Ord. No. 2019-12 Amendment No. 1 - Off-Street Parking

CONTRACTS & AGREEMENTS

6. 2023-XX Asphalt Leveling and Resurfacing City Streets LMIG Project #2023-001
Vince Hunsinger, Capital Projects Manager

OTHER ITEMS:

7. TSW Consultant Recommendation
Allison Martin, City Manager

8. Mountain Park Drive Road Acceptance Request

Mark Buchanan, City Engineer & Public Works Director

COMMENTS – PLEASE LIMIT TO THREE MINUTES

Clerk Comments

City Manager Comments

City Attorney Comments

City Council Comments

Mayor Comments

ADJOURNMENT

SAMPLE



DATE: 08/14/2023
TITLE: Storm drainage easement
PRESENTED BY: Doug Parks, City Attorney

AGENDA ITEM DESCRIPTION:

This is a request for approval, acceptance and delivery of a Storm Drainage Easement executed by Hardeman Builders Group, LLC, in favor of the City of Dahlonega. It will allow the City to install appropriate storm water management lines on the property of Hardeman Builders Group.

HISTORY/PAST ACTION:

FINANCIAL IMPACT:

N/A

RECOMMENDATION:

Staff recommends approval.

SUGGESTED MOTIONS:

Motion to approve, execute and accept delivery of the Storm Drainage Easement.

ATTACHMENTS:

STORM DRAINAGE EASEMENT

This Storm Drainage Easement ("Easement" or "Storm Drainage Easement") entered into as of the ____ day of _____, 2023, (being the date of the last signature below [the "Execution Date"]) by and between HARDEMAN BUILDERS GROUP, LLC (sometimes hereinafter referred to as "Grantor") and CITY OF DAHLONEGA, a Georgia Municipal Corporation (sometimes hereinafter referred to as "City" or "Grantee").

RECITALS

WHEREAS, Grantor is the owner in fee of that certain real property more particularly described in Exhibit "A" attached hereto and incorporated herein by reference (the "Property"); and,

WHEREAS, the Parties wish to enter into this Storm Drainage Easement whereby the Grantor will allow City to enter the Property for the installation, construction and continued maintenance of the stormwater lines and their appurtenances within said easement.

WHEREAS, the Parties have agreed for the consideration of One and no/100s Dollars (\$1.00) and other valuable consideration in hand paid at and before the delivery of these presents, and hereby grant unto City a permanent easement for the purposes of installation, construction and permanently maintaining certain stormwater lines to be located on the Grantor's property in favor of City.

NOW, THEREFORE, Grantor and City do hereby agree as follows:

AGREEMENT

1. **Easement.** The Grantor hereby grants to City and its agents, employees and contractors the right to enter onto the Property for the purpose of installing, constructing and permanently maintaining the stormwater lines and any other purpose related thereto upon the following terms (the "Storm Drainage Easement").
2. **Priority.** Grantor shall grant no rights inconsistent with the reasonable exercise by the City of its rights under this Storm Drainage Easement.
3. **Inspection.** City and its representatives, employees, agents or independent contractors may enter and inspect the Property or any portion thereof or any improvements thereon at any time and from time to time at reasonable times to maintain the stormwater lines.

[PAGE 1 OF FIVE]

4. **Exclusivity Period.** Grantor shall have the Easement site graded to the finished elevations and then "pad" the site by staking out all the sites for buildings, etc. The date upon which this activity is to be finished shall be the Completion Date. Commencing immediately after the Completion Date Grantor shall then guarantee the City exclusive and unrestricted access to the site for at least 30 days, this thirty-day period to be the "Exclusivity Period." Additionally, the City agrees to make good faith, commercially-reasonable efforts to have its work completed by the end of the Exclusivity Period. If the City, despite good faith and commercially-reasonable efforts to do so, fails to complete its work by the end of the Exclusivity Period, Grantor's contractor shall be required to make good faith, commercially-reasonable efforts to coordinate and cooperate with the City to allow its work to continue simultaneously for up to 60 days thereafter.

5. **Granting of Real Property Interest.** It is expressly understood that this is a permanent sixteen thousand four hundred ninety-one (16,491) square foot (0.38 acres) Storm Drainage Easement interest in the Property for the benefit of the City upon completion of the installation of the stormwater lines. The actual location of the stormwater lines shall be within the boundaries of the real property described in Exhibit A.

6. **No Further Consideration.** City without further payment or other consideration to the Grantor—except as provided below—shall have permanent access to said Storm Drainage Easement for initial construction, installation, maintenance, installation of new or replacement lines and all other rights consistent with full and complete use of the Storm Drainage Easement.

7. **Duty of Restoration.** Grantee agrees that it will be responsible for the restoration of the construction area and easement area after construction of said stormwater line so that the ground affected thereby will be left in level, compacted, good and sightly condition. Furthermore, Grantor reserves and retains the right beginning either immediately after the completion by the City of its initial installation of the stormwater lines and restoration of the surface or ninety (90) days after the Commencement Date as defined below, whichever occurs sooner, to grade, pave, and otherwise fully utilize the surface of the Easement and any subsurface portion thereof not occupied by said stormwater lines in a manner consistent with the proposed site plan for the relevant portion of the larger tract of land owned by Grantor depicted on the Exhibit "B" attached hereto and incorporated herein by reference (the "Site Plan"); and further provided that Grantee, as a condition of the granting of this easement, agrees and covenants that should Grantee enter said property in order to maintain, remove, replace, or repair said stormwater lines, Grantee will, at its expense, fully replace in a workmanlike manner, all paving or concrete (as well as the soil and/or customary roadbed materials thereunder) removed, destroyed or broken by the said Grantee or its

[PAGE 2 OF FIVE]

employees or contractors in connection with any such maintenance, removal, replacement, or repair of said stormwater lines.

8. **Completion Date Notice.** Grantor shall give the City at least 30 days' advance notice of the latest date by which the preliminary site prep work will be completed (the "Completion Date") so that the City can prepare to commence its work on or soon after the Completion Date.

9. **Initial Installation Commencement & Deadline.** Prior to commencement of the City's right to begin work on the Property to install the stormwater lines, Grantor will have the site graded to the finished elevations and then "pad" the site by staking out all the pad sites for the buildings, *etc.*, so that the City will then know exactly where its line needs to go. And Grantor will give the City at least 30 days' advance notice of the latest date by which that preliminary site prep work will be completed (the "Commencement Date"), so that the City can prepare to commence its work on or soon after that date. And the Grantor will guarantee the City exclusive and unrestricted access to the site for at least 30 days beginning on the Completion Date (the "Exclusivity Period"). And the City agrees to make good faith, commercially-reasonable efforts to have its installation and restoration work completed by the end of the Exclusivity Period; provided that if—despite its good faith, commercially-reasonable efforts to do so—the City fails to complete its work by the end of the Exclusivity Period, Grantor's contractor will be required to make good faith, commercially-reasonable efforts to coordinate and cooperate with the City to allow its installation and restoration work to continue alongside his for up to an additional sixty (60) days thereafter. Grantee shall exercise due diligence in completing the construction of the aforementioned stormwater lines and the surface restoration and in having the work completed within ninety (90) days after the Commencement Date.

10. **Termination.** This instrument is intended to convey only an easement for the aforesaid purpose; said easement being limited as aforesaid with all rights conveyed hereunder to cease and revert to Grantor at such time as Grantee shall cease to use said Property for the purposes set forth herein.

11. **Depth of Installation.** Grantee agrees that it will construct the stormwater lines at a depth sufficient to avoid interference with the specific surface uses depicted on the Site Plan, including, but not limited to, parking and driveway uses. The installation will be performed substantially in compliance with Exhibit B.

12. **Parties Bound & Benefitted.** The terms "Grantor" and "Grantee" as used herein shall be deemed to mean their respective heirs, successors and assigns, and this Agreement shall inure

[PAGE 3 OF FIVE]

to the benefit of and be binding upon Grantor, Grantee and their respective heirs, successors and assigns.

IN WITNESS WHEREOF, the Parties hereto have executed this Storm Drainage Easement on the date first written above.

Signed, sealed and delivered before me
this 24 day of July
2023.

Craig Gerson
Witness

Ayana Weese
Notary

(Affix Seal Here)

GRANTOR:
HARDEMAN BUILDERS GROUP, LLC

Steve Eiberger
By: Steve Eiberger
Title: Managing Member



[EXECUTION CONTINUED ON FOLLOWING PAGE]

[PAGE 4 OF FIVE]

Signed, sealed and delivered before me
this ___ day of _____,
2023.

GRANTEE: CITY OF DAHLONEGA

Witness

By: _____
JoAnne Taylor, Mayor

Notary

ATTEST:

(Affix Seal Here)

Mary Csukas, City Clerk

Approved as to form:

By: J. Douglas Parks, City Attorney

[PAGE 5 OF FIVE]

Exhibit "A"

ACCESS/GRADING EASEMENT

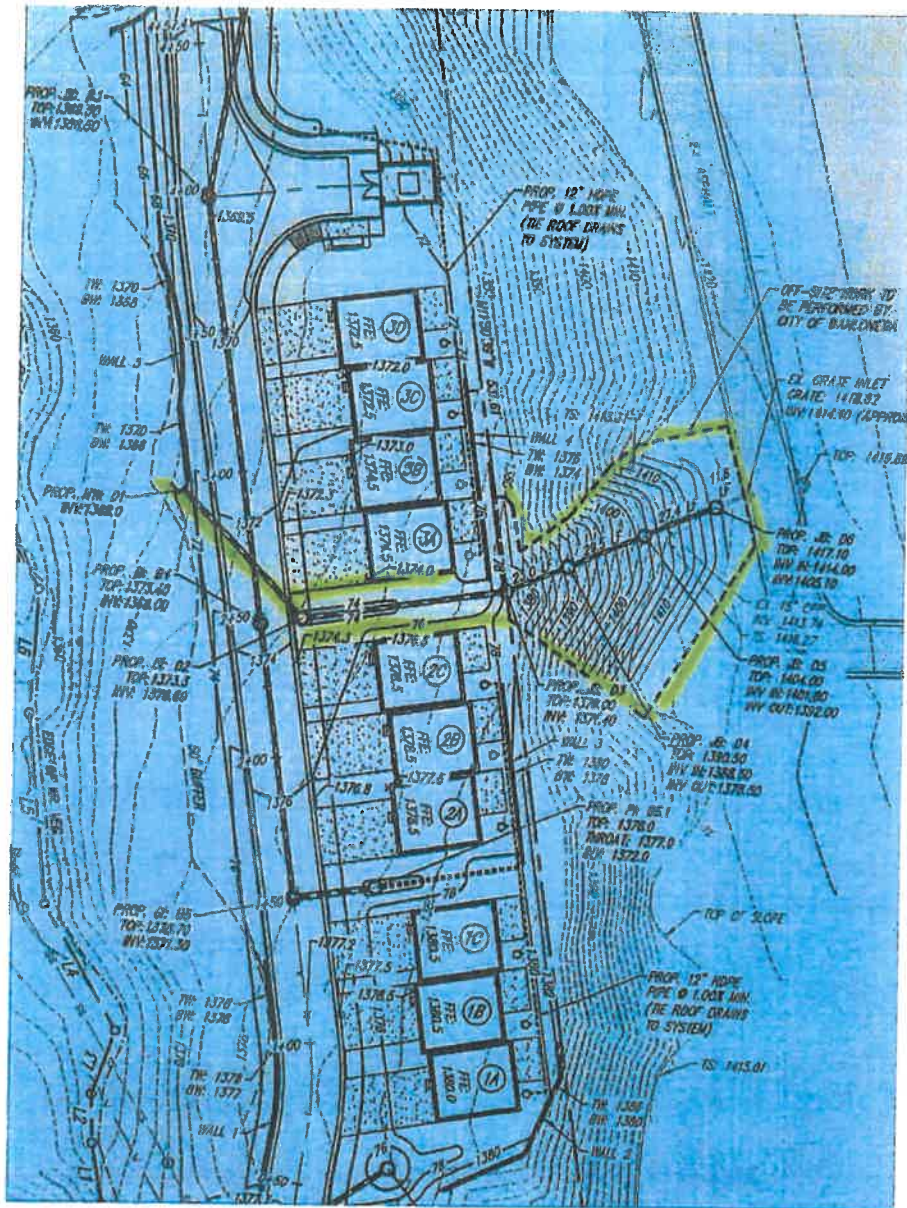
All that tract or parcel of land lying and being in Land Lot 983, 12th District, 1st Section, in the City of Dahlonega, Lumpkin County, Georgia and being more particularly described as follows: COMMENCING at the center line intersection of Stephens Street and Georgia State Route 60; THENCE, N21°13'48"W a distance of 775.03' to a 1" open top pipe found; Thence continuing along the right of way of Stephens Street, N 87°54'32" W a distance of 85.29' to a point, said point being the POINT OF BEGINNING.

THENCE, N 01°33'31" E a distance of 13.16' to a point;
THENCE, N 05°54'07" E a distance of 14.12' to a point;
THENCE, N 01°20'21" E a distance of 23.77' to a point;
THENCE, N 05°03'45" W a distance of 21.44' to a point;
THENCE, N 11°30'39" W a distance of 114.63' to a point;
THENCE, N 78°29'21" E a distance of 68.00' to a point;
THENCE, N 11°30'39" W a distance of 60.00' to a point;
THENCE, S 78°29'21" W a distance of 57.68' to a point;
THENCE, N 47°24'00" W a distance of 98.37' to a point;
THENCE, S 08°43'05" E a distance of 96.05' to a point;
THENCE, S 47°29'37" E a distance of 20.47' to a point;
THENCE, S 11°30'39" E a distance of 141.84' to a point;
THENCE, S 08°12'08" E a distance of 16.70' to a point;
THENCE, S 05°32'35" W a distance of 15.00' to a point;
THENCE, S 05°54'07" W a distance of 17.26' to a point;
THENCE, S 01°47'52" W a distance of 14.26' to a point;
THENCE, S 87°54'32" E a distance of 40.03' to a point; said point being the POINT OF BEGINNING.

Said Easement area contains 16,491 S.F. (0.38 acres).

Exhibit "B"

SITE PLAN





City Council Agenda Memo

DATE: 08/16/2023
TITLE: Herr Services at Achasta, LLC
PRESENTED BY: Mary Csukas, City Clerk & Doug Parks, City Attorney

AGENDA ITEM DESCRIPTION:

Herr Servies at Achasta, LLC, owned by Jamie K Herr, is requesting an alcoholic beverage license for the Achasta Golf Resort Restaurant at 639 Birch River Drive, Dahlonega, GA. The restaurant will now be under the management of Herr Services at Achasta, LLC, and the application request is for a Beer, Wine, and Distilled Spirits license. The application is complete and ready for review by the City Council.

HISTORY/PAST ACTION:

FINANCIAL IMPACT:

RECOMMENDATION:

Staff recommend approving a Beer, Wine, and Distilled Spirits alcoholic beverage license for Jamie K Herr, Herr Services at Achasta, LLC, 639 Birch River Drive, Dahlonega, GA.

SUGGESTED MOTIONS:

Approval of a Beer, Wine, and Distilled Spirits alcoholic beverage license for Jamie K Herr, Herr Services at Achasta, LLC.

ATTACHMENTS:

Alcoholic Beverage License Application



City Council Agenda Memo

DATE: August 11, 2023
TITLE: Change to Open Container Footprint for Dahlonega Trail Fest
PRESENTED BY: Doug Parks, City Attorney, Ariel Alexander, DDA Director

AGENDA ITEM DESCRIPTION:

Proposal to suspend the enforcement of open containers in a specific area at the Dahlonega Trail Fest event, so that festivalgoers may carry their alcoholic beverages from Hancock Park to the auction and live music tent across the street.

HISTORY/PAST ACTION:

The current special event ordinance allows for open containers at festivals if they are contained in the footprint of Hancock Park. The festival sponsor is responsible for hiring law enforcement officers to monitor the area, and for displaying signage informing visitors that no alcohol is permitted outside of the park. Dahlonega Trail Fest has utilized this option for several years. This system has worked quite well since its implementation, with no negative reports from the officers, festivalgoers, or event sponsors. In pre-event meetings with city staff, the festival committee chair has requested permission for the festival attendants to cross North Park Street at Hancock Park with their beverages and enjoy the food truck area.

FINANCIAL IMPACT:

None- Dahlonega Trail Fest will be responsible for hiring the appropriate amount of law enforcement officers designated by the Chief of Police and for the signage required by the city.

RECOMMENDATION:

It is the recommendation of staff to allow the suspension of the appropriate ordinances for this event.

SUGGESTED MOTIONS:

I make 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 22-32, Section 22-33, Section 22-34, Section 22-35, within the geographical area set aside for alcohol sales and consumption within that certain festival special event permit application granted by the City to the Dahlonega Trail Fest organizer, the duration of the suspension to run concurrently with the duration of the permit granted.

ATTACHMENTS:

Dahlonega Trail Fest Map and Permit Application
