



CITY OF DAHLONEGA

Council Meeting Agenda

August 03, 2020 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.

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.](#) Council Meeting Minutes - July 7, 2020
- [b.](#) Work Session Minutes - July 20, 2020

RECOGNITION

ORDINANCE AND RESOLUTION:

- [1.](#) ADOPTION OF ORDINANCE 2020-09, AN ORDINANCE TO AMEND ORDINANCE 91-9 OF THE CITY OF DAHLONEGA, GEORGIA WHICH APPEARS AT: SUBPART B: LAND USE AND LAND DEVELOPMENT, APPENDIX B: ZONING, ARTICLE VIII APPEARING AS SO IDENTIFIED IN THE CODE OF THE CITY OF DAHLONEGA, GEORGIA – A request to amend the text of Article VIII to provide for Short Term Rentals, definition, permitted zoning districts and regulations of use.
- [2.](#) FY2021 Nonresidential Solid Waste Changes
Bill Schmid, City Manager

OLD BUSINESS:

- [3.](#) Pedestrian Bridge Project Contracts
Doug Parks, City Attorney

NEW BUSINESS:

- [4.](#) Financial Reports - June 2020
Melody Marlowe, Finance Director
- [5.](#) Coronavirus Relief Fund Grant Acceptance
Melody Marlowe, Finance Director

COMMENTS – PLEASE LIMIT TO THREE MINUTES

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

ADJOURNMENT



CITY OF DAHLONEGA Council Meeting Minutes

July 6, 2020, 6:00 p.m.

Gary McCullough Chambers, Dahlonega City Hall

PRESENT Mayor Norton Council Member Mitchell Ridley Council Member Ron Larson Council Member JoAnne Taylor Council Member Helen Hardman Council Member Johnny Ariemma Council Member Roman Gaddis -absent	PRESENT City Clerk Mary Csukas Director Melody Marlowe City Manager Bill Schmid Director Kevin Herrit	PRESENT City Attorney Doug Parks President Robb Nichols Tourism Director Sam McDuffie
--	---	--

CALL TO ORDER AND WELCOME

Mayor Norton called the meeting to order at 6:00 p.m.

PRAYER / PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG

Council Member Ariemma led the Prayer, and Council Member Hardman led the Pledge of Allegiance.

APPROVAL OF AGENDA

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

Motion made by Council Member Larson, Seconded by Council Member Taylor.

Voting Yea: Council Member Hardman, Council Member Taylor, Council Member Ridley, Council Member Larson, Council Member Ariemma. Council Member Gaddis is absent.

Mayor Norton spoke of Captain Henry “Tony” Carlton King, Jr, a former Council Member and Mayor of Dahlonega, who died on July 1, 2020. Mayor Norton read words of praise and celebration from Captain Henry “Tony” Carlton King, Jr obituary.

Mayor Norton informed Citizens and Council that Mrs. Jacque Hoffman, wife of former Council Member Bruce Hoffman, died this past weekend.

PUBLIC COMMENT – PLEASE LIMIT TO THREE MINUTES

Lumpkin County Chamber President Robb Nichols praised Tourism Director Sam McDuffie and asked the City Council to allow the full 8% of the Hotel/Motel tax to the Tourism Committee of the Lumpkin County Chamber this 2021 Budget season.

Mrs. Catherine Ariemma presented the idea of a Freedom Trail to highlight historic sites in Dahlonega.

- The Freedom Trail would be painted footprints on the sidewalks that lead throughout Dahlonega towards historical sites and monuments in town.
- Mayor Norton informed Mrs. Ariemma that a presentation to the Lumpkin County Tourism Board and the Dahlonega Development Authority would assist with spearheading the idea of a Freedom Trail in Dahlonega.
- City Manager Schmid informed Council that a Gold Trail has been implemented into the Parks Master Trails Plan at the previous direction of Council Member Taylor.

Mr. Fagin asked for consideration of asphalt sidewalks during renovation projects and moved away from concrete use. He believes persons in wheelchairs and on bicycles encounter bumpy areas throughout concrete sidewalks, and asphalt trail sidewalks would be a significant improvement.

Cemetery Chairman Chris Worwick informed Council that an individual intentionally drove over two children graves in Mt Hope, causing some headstone damage. He repaired these children's graves' tombstones and a few other graves in the Mt. Hope Cemetery.

APPROVAL OF MINUTES -

Mayor Norton called for a motion to approve the minutes from Work Session -May 18, 2020, Council Meeting – June 1, 2020, Work Session – June 15, 2020, and Special Called Meeting – June 15, 2020.

Motion made by Council Member Taylor, Seconded by Council Member Hardman.

- Council Member Ariemma asked for changes to the minutes of Special Called Meeting June 15, 2020. Ms. Csukas will supply Council Member Ariemma a copy of the recording for the June 15 meeting.

Council Member Taylor modified her motion to include changes to the Special Called Meeting Minutes June 15, 2020, Seconded by Council Member Hardman.

Voting Yea: Council Member Hardman, Council Member Taylor, Council Member Ridley, Council Member Larson, Council Member Ariemma. Council Member Gaddis is absent.

RECOGNITION

1. Council Member JoAnne Taylor has been voted in as First Vice President, Georgia Municipal Association, District 2 Office, and will be a sitting member of the GMA Board of Directors. Mayor Norton praised Council Member Taylor for her achievement in this prestigious position and saw this position as an avenue for exposure to the City of Dahlonega's successes.

2/3. Appointment to The Historic Preservation Commission

Mayor Norton called for a motion to appoint to the Historic Preservation Commission, Ellen Mirakovits as a voting member and Doby McCluskey as a member at large.

Motion made by Council Member Ariemma, Second by Council Member Larson.

Voting Yea: Council Member Hardman, Council Member Taylor, Council Member Ridley, Council Member Larson, Council Member Ariemma. Council Member Gaddis is absent.

Mayor Norton then swore Ms. Mirakovits and Mr. McCluskey into office as members of the Historic Preservation Commission. The Mayor, Ms. Csukas, and the newly appointed members signed the required oath of office documents; the ceremony was complete.

ORDINANCE AND RESOLUTION:

4. Modification of GEFA Promissory Notes, Melody Marlowe, Finance Director

Finance Director Marlowe informed Council and Mayor that Governor Kemp recently told local governments impacted by COVID-19, that the Georgia Environmental Finance Authority provides its borrowers a six-month payment deferral period with no accrual of interest. No payments are required for the months July 2020 through December 2020, and a six-month extension on the current maturity dates six months.

The City of Dahlonega currently has three outstanding GEFA loans.

Mayor Norton Called for a motion of approval to discuss modification of GEFA Promissory Notes.

Motion made by Council Member Ridley, Second by Council Member Larson

- Council understood that under the current amended budget GEFA payments are expected to be maintained, the cash savings of \$180,000 from this deferment would earn interest and help offset the financial crisis expected by the COVID -19 Pandemic within the utility fund.
- Currently, under this deferment to the GEFA loans, payments could go to the principal balance with no interest.
- The COVID-19 Pandemic directly affected the water and sewer fund by reducing revenues by 20% and the capital project funds by the reduction in SPLOST.
- Director Marlowe approves modification of our GEFA Promissory Notes.

Voting Yea: Council Member Hardman, Council Member Taylor, Council Member Ridley, Council Member Larson, Council Member Ariemma. Council Member Gaddis is absent.

OLD BUSINESS:

5. Award Recommendation-Wimpy Mill Pedestrian Bridge and Kayak Launch Construction Tasks

City Manager Schmid asked to defer the Award Recommendation – Wimpy Mill Pedestrian Bridge and Kayak Launch Construction Task until July 20, 2020, Special Called Meeting.

6. Binding Letter of Intent between the University of North Georgia (UNG) and the The City of Dahlonega.

City Attorney Parks informed Council and Mayor the Binding Letter of Intent between the UNG and the City of Dahlonega is for signage on city property located at the University of North Georgia Athletic Complex Barlow Road.

The UNG Board of Regents requests an easement for signage on this tiny piece of city-owned property. The University would construct a much-needed sidewalk along Morrison Moore Parkway from Alumni Drive to South Chestatee; this will be in conjunction with a city utility project in this same zone. The exchange does not contemplate any monetary payment to be made by the City.

Mayor Norton called for a vote of approval of the Binding Letter of Intent between UNG and City of Dahlonega.

Motion made by Council Member Hardman, Second by Council Member Ariemma.

- This project's timeline will allow for immediate placement of signage on Barlow Road's proposed property once the Letter of Intent is approved.
- The utility project is a water supply line for the Crown Mountain water tank; it is currently only in the design phase. The proposed sidewalk would be constructed over this water supply line and begin once the water line is in place.
- While this is a high priority project, it is at least two years out for completion; it is not an emergency project.
- This sidewalk project will create a complete sidewalk loop around UNG.

Voting Yea: Council Member Hardman, Council Member Taylor, Council Member Ridley, Council Member Larson, Council Member Ariemma. Council Member Gaddis is absent

7. Stormwater Management Schedule, Bill Schmid, City Manager

City Manager Schmid supplied the Mayor and Council with the Stormwater Utility Management Schedule as information only.

- There is one proposal change to the Credit Manual, which would allow possible stormwater credits for the public use of private parking lots. If feasible, the proposed Stormwater Ordinance would include this update to the Credit Manual.

- The updated current full-size utility bill allows for visual information, scan capability for staff, and information to pay online. The utility bill will include the stormwater utility fee as a separate line item.
- The stormwater credit program will be discussed soon with the citizens of Dahlongega at a Public Meeting.
- The recycling program, along with stormwater fees, will be on the August Work Session Agenda.

NEW BUSINESS:

8. Alcoholic Beverage License Application – Hamilton Meat Market, Mary Csukas, City Clerk
Ms. Csukas informed Council the alcoholic beverage license application for Hamilton Meat Market is complete, and the staff approves the application.

Mayor Norton called for approval of Hamilton Meat Market alcoholic beverage license application.

Motion made by Council Member Larson, Second by Council Member Taylor.

- Hamilton Meat Market applied for an alcoholic beverage license promptly, but construction issues on site delayed the approval process with City Council.

Voting Yea: Council Member Hardman, Council Member Taylor, Council Member Ridley, Council Member Larson, Council Member Ariemma. Council Member Gaddis is absent.

9. Alcoholic Beverage License Application – 1959 Business 13 LLC., Mary Csukas, City Clerk
Ms. Csukas informed Council the alcoholic beverage license for 1959 Business 13 LLC is complete, and the staff approves the application.

- 1959 Business 13 LLC applied for an alcoholic beverage license promptly, but many months of construction on site delayed the City Council's approval process.

Mayor Norton called for approval of alcoholic beverage license application for 1959 Business 13 LLC.

Motion made by Council Member Larson, Second by Council Member Taylor.

Voting Yea: Council Member Hardman, Council Member Taylor, Council Member Ridley, Council Member Larson, Council Member Ariemma. Council Member Gaddis is absent.

10. Financial Reports - May 2020, Melody Marlowe, Finance Director

Director Marlowe informed Council the amended budget is on target during this COVID-19 Pandemic. The Council and Mayor praised staff for maintaining the budget in such a difficult time. No vote is required.

11. Principles of Public Service Ethics, Mary Csukas, City Clerk

Ms. Csukas requests that Council, Mayor, and City Manager sign the updated Principles of Public Service Ethics; this item needs no approval.

COMMENTS – PLEASE LIMIT TO THREE MINUTES

- Clerk Comments – No comments
- City Manager Comments – Over the next three days, Tuesday, Wednesday, and Thursday, from 9:00 a.m. to 12:00 p.m., staff will discuss, in detail, the FY2021 Budget proposal with Council in public meetings in the City Hall Council Chambers. A Fish Survey of the Yahoola Creek and Dahlongega Reservoir resulted in 15 types of fish present.
- City Attorney Comments- The UNG sidewalk construction will begin 90-days after the City completes the water line project.
- City Council Comments –
- Ariemma – There is a sidewalk issue outside of the Canvas and Cork establishment.

- Larson – Department Heads should attend the Council Meetings, when possible. Discussion about changing the Marshals Office name to a Police Department will be the focus on an upcoming agenda of a Work Session. Please include the tag reader information results in the Marshal's Office monthly report.
- Taylor – Please revisit dark lighting sky or a lighting ordinance at the September Work Session.
- Hardman – Thanked everyone who can attend the live Council Meeting.
- Mayor Comments – The Mayor praised Main Street and the Downtown Development Authority for their hard work and dedication with the 4th of July event. This team did a remarkable job adjusting the plan during the conception and executing the July 4th event. hence, the program was a success to some and a disappointment to others in the community.

Mayor Norton adjourned the meeting at 7:18 p.m.

Approved this _____ day of _____, 2020.

_____ Sam Norton, Mayor

Attest: _____ Mary Csukas, City Clerk



CITY OF DAHLONEGA Council Work Session Minutes

July 20, 2020, 4:00 pm

Gary McCullough Council Chambers, Dahlonega City Hall

PRESENT Mayor Sam Norton Council Member Mitchell Ridley Council Member JoAnne Taylor Council Member Roman Gaddis Council Member Johnny Ariemma Council Member Ron Larson – telephone conference Council Member Helen Hardman -absent	PRESENT City Clerk Mary Csukas City Manager Bill Schmid Director Kevin Herrit Supervisor Buck McCallister Supervisor Morgan Caldwell	PRESENT City Attorney Doug Parks Tourism Director Sam McDuffie Director Shannon Ferguson Manager Carolyn McDuffie
--	--	--

Mayor Norton opened the Work Session at 4:05 pm.

PUBLIC COMMENTS

- Ms. Lewy stated that Sky Country subdivision contains properties that are being used as rentals without proper monitoring. Ms. Lewy expects a large turnout at the August 3rd Zoning Public Hearing from the Sky Country Community.
- Mr. Faulkner stated that the covenant in Sky Country does not address short-term rents at this time.
- Mr. Sinclair is a member of the Board of Property Owner's Association in Sky Country whose concern involves street parking from houses used as a short-term rental.
- Mr. Lewy's concerns were for short term rentals in the Sky Country community and a lack of understanding of permits issued by the city government to property owners.
- Director Herrit informed Council that a builder or realtor must tell the Covenant or HOA in a community of all permits pulled for a lot in the city.
- A proposed zoning amendment for the property at 99 Turner Street, Dahlonega, GA., has elements of short-term rentals embedded in the wording per citizens in the audience.

TOURISM:

Sam McDuffie, Tourism Director, informed Council of new happenings within the Tourism Committee:

- The new website will track the clicks of engagements with comparisons of other regions and retain the domain www.dahlonega.org. The new site will launch in November 2020.
- The Tourism Committee logo will have an upscale rustic approach to include the theme Heart of Gold.
- Podcasts will be reoccurring due to its enormous success.
- The Tourism Committee requests the full 8% of Hotel and Motel Tax from the City of Dahlonega for the Budget Year 2021.

BOARDS & COMMITTEES:

1. Cemetery Committee - June 2020, Chris Worick, Cemetery Committee Chairman
 - No changes to the presented department report.
2. Downtown Development Authority – June 2020, Shannon Ferguson, Executive Director
 - The Head House property is in the design phase, and we are accepting RFP's to determine an architect.
 - The Fire Marshal shall be part of the design phase, and the approval process for this multi-use property as a restaurant is the best use for this property.
 - There are three strong prospects for mixed-use of the Head House property; we will keep the Council informed on our progress.
3. Main Street – June 2020, Carolyn McDuffie, Main Street Project Coordinator
 - We are working on the creation of a Farmers Market Committee.
 - The Gold Rush festival hosted by the Jaycees will be impacted by the COVID-19 pandemic.

DEPARTMENT REPORTS:

4. City Marshal's Office – June 2020, Jeff Branyon, Chief Marshal
 - Deputy Marshal Jones has been assigned the Ford Explorer with tag reading capabilities.
 - The Marshal's Office is to be renamed a Police Department in the coming months.
5. Community Development – June 2020, Kevin Herrit, Director
 - Lumpkin County Census self-representation is at 61% with the home stage to begin in the coming months.
 - The tax assessment project is ongoing, with no issues to date.
 - There may be changes to the formatting of the Community Development department report.
6. Financial Services – June 2020, Melody Marlowe, Finance Director
 - Peachtree Recovery located \$ 5100 in recovery services.
 - Billing in the future will allow online access for citizens with multiple accounts.
7. Public Works – June 2020, Mark Buchanan, PW Director/City Engineer
 - We are looking forward to opening Dahlonga City Park
8. Water & Wastewater Treatment - June 2020, John Jarrard, Water/Wastewater Treatment Plant Director
 - Supervisor McCallister informed Council that the Achasta Lift Station rehab is going as planned and will finish before the allocated timeline.
 - Supervisor Caldwell informed Council that commercial water sales have been increasing in the last few weeks.

ITEMS FOR DISCUSSION:

9. Community Helping Place Health Initiatives - Paula Payne
 - Canceled until August 17, 2020
10. City Manager's Presentation of the Recommended FY21 Budget, Bill Schmid, City Manager

City Manager Schmid informed Council of minor changes to the presented FY21 Budget:

- Groundskeepers in the DDA Department are now assigned to the Street and Road Department.
- Stormwater development will be under the leadership of Mr. Mak Yari.
- Risk Management and Employee Health Insurance will return to the City Clerk's Office.
- Our Main Street Program Coordinator, Carolyn McDuffie, was promoted to Main Street Manager.
- Carrier vehicles are an option for residential garbage trucks.
- The Council received the FY21 Budget very well and praised the City Manager and Finance Department. The FY21 Budget will include a millage rate decrease, tax rollback with no increase in water rates.

11. Nonresidential Solid Waste Recommendations for Discussion, Bill Schmid, City Manager

- The use of the new BS&A software system has shown a need to streamline the rate structure for solid waste with the focus on commercial rates based on volume.
- Council directed City Manager Schmid to create a fair and equitable solid waste commercial rate structure.

12. Crosswalks and Sidewalks, Bill Schmid, City Manager

Mr. Gary Sullivan had a concern with the flow of citizen safety on city crosswalks and sidewalks.

- Currently, the City of Dahlonaga has investigated only one sidewalk issue in the last two years.
- The design and placement of signs for traffic flow around the City of Dahlonaga promote Citizen safety.

COMMENTS – PLEASE LIMIT TO THREE MINUTES

Clerk Comments – No comments

City Manager Comments – No comments

City Attorney Comments – No comments

City Council Comments

- Council Member Larson agrees that Communities HOA or Covenants should handle permits issued for renovations and new builds within the community.

Mayor Comments – No comments

Mayor Norton adjourned the meeting at 6:02 p.m.



STAFF REPORT FOR PLANNING COMMISSION

PETITIONER: CITY OF DAHLONEGA
ADDRESS: 465 RILEY ROAD
CITY: DAHLONEGA, GA 30533
TELEPHONE: (706) 482-2708
CASE NO: REZN-02-20-0003
TYPE OF AMENDMENT: TEXT

PLANNING COMMISSION'S
RECOMMENDATION: PLANNING COMMISSION RECOMMENDED TO
APPROVE

COMMUNITY DEVELOPMENT
DEPT. RECOMMENDATION: THE DEPARTMENT RECOMMENDS TO APPROVE

NATURE OF REQUEST

This request is to create section VIII titled Short Term Rentals to establish procedures and requirements for the renting or leasing of a part or all of a dwelling, or the renting or leasing of a part or all of any structure not operating as a hotel, motel or inn where the term of occupancy, possession, or tenancy is for 30 consecutive calendar days or less.

TEXT TO BE INSERTED OR CHANGED

Article VIII: Short Term Rentals.

Sec. 8.1 – Definition/ Location Allowed/ Prohibited.

- a. Short-Term Rental means the renting or leasing of a part or all of a detached, attached or semi-detached structure now or formerly used as a single-family dwelling, or the renting or leasing of a part or all of any structure not operating as a hotel, motel or inn where the term of occupancy, possession, or tenancy is for 30 consecutive calendar days or less. Renting or leasing, as used herein, means the payment of compensation, money, rent, or other bargained for consideration in exchange for occupancy, possession or use of the property.
- b. Code Compliance Verification Form is a document executed by a short-term vacation owner certifying that the short-term vacation unit complies with applicable zoning, building, health and life safety code provisions.
- c. Short Term Rentals are permitted in all zoning districts **except for the Office Institutional District (O-I), Industrial District (I) and Mobile Home Park District (MHP).**

- d. Nothing contained in this Chapter shall be construed to prohibit motels, hotels, inns, bed and breakfasts and other commercial lodging uses from being located where otherwise specifically allowed.

Sec. 8.2 - Regulations Applicable to Short-Term Rentals.

- a. In addition to the licensing requirements and other requirements set forth herein, the following regulations apply to Short-Term Rentals:
 - I. Inspection: Prior to the issuance of an annual license for a Short-Term Rental, a code compliance verification form must be signed by the owner stating that the property complies with or exceeds current zoning, building, health and life safety code standards and an occupation tax certificate must be obtained;
 - II. Parking requirements: Off street parking is required for every Short-Term Rental. One (1) off-street parking space is required per room qualifying as a bedroom for Short-Term Rentals. To qualify as a parking space, the minimum dimensional requirements must include a useable rectangular area of nine (9) feet wide by twenty (20) feet long, exclusive of any other area counted as a parking space. The number of vehicles allowed during a Short-Term Rental tenancy shall not exceed the number of parking spaces available on the property. For the purposes of this ordinance, any type of trailer, boat and/or recreational vehicle shall also be counted as one vehicle, separate from the vehicle used to transport the trailer, boat and/or recreational vehicle;
 - III. Trash: All trash must be disposed of properly. A limit of three (3) rolling trash cans not to exceed ninety-six (96) gallons each may be utilized for property with a Short-Term Rental license. Use of commercial or roll off dumpsters on a property with a Short-Term Rental is prohibited. Following scheduled trash pick-up, trash cans must be removed from the curb and or street area and out of plain view;
 - IV. Demarcation of Boundaries: The property boundaries of every parcel with a Short-Term Rental license must be clearly demarcated and approved by the Community Development Department;
 - V. Number of occupants: Bedrooms in short term rentals shall be limited to no more than four occupants.
 - VI. Fire Extinguishers: At least one (1) 10 lb. ABC fire extinguisher must be located on each level of the structure and must be clearly visible or marked with appropriate signage. Fire extinguishers must be certified annually by a licensed fire extinguisher company;
 - VII. Smoke Detectors and Carbon Monoxide Detectors: A smoke detector must be installed in each bedroom and on each level of the structure. All smoke detectors must be interconnected. Carbon Monoxide detectors must be installed on each level and shall be placed 5' off the ground; and

- VIII. Property Manager or Local Contract Person: All Short-Term Rentals shall designate a local property manager. The local property manager shall be available 24 hours a day to respond to tenant and neighborhood questions or concerns. Where a property owner lives within the same community as the Short-Term Rental, the property owner may designate him/herself as the local contact person. The name, address and telephone number(s) of the local contact person shall be submitted to the Community Development Department, the Lumpkin County Sheriff's Office, the Lumpkin County Fire Department, and the City of Dahlonega's Law Enforcement Office, and to the property owners located within a 300-foot radius of the property. The name, address and telephone numbers shall be permanently posted in the rental unit in a prominent location(s). Any change in the local contact person's address or telephone number shall be promptly furnished to each of these agencies and neighboring property owners as specified in this Section. If the local contact person is unavailable or fails to respond, the complaining or questioning party may contact the Community Development Department. The City will then attempt to reach the local contact person. In cases where the City is unable to reach the local contact person, the penalties as set forth in this Chapter shall apply.

Sec. 8.3 - License Required.

All Short-Term Rentals require an annual Short-Term Rental License. The fee for said License shall be \$100.00. An applicant must apply each year and pay the license fee annually.

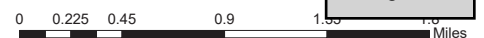
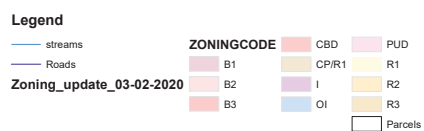
Sec. 8.4 - Standards for Granting a License.

- a. The following standards shall be used to determine whether an application for Short-Term Rental will be granted or denied:
 - I. Applicant must prove ownership of the property and have obtained a City of Dahlonega occupation tax certificate;
 - II. Applicant must show compliance with requirements contained in this ordinance through inspection of books and records;
 - III. Applicant must not have been convicted of violating any provisions of this Ordinance within 18 months prior to the date of the application.

Sec 8.5 – Regulation and Violations Procedure.

- a. The Community Development Department shall maintain in each short-term vacation rental location file a record of all code violation charges, founded accusations and convictions occurring at or relating to a short-term vacation rental unit. When a property owner has accumulated three code violations for a particular property within a period of 12 consecutive months, the City shall revoke any pending certificates and reject all applications for the subject premises for a period of 12 consecutive months.

- b. If a short-term vacation rental unit owner has been cited and found to be in violation of any zoning, building, health or life safety code provision, the owner must demonstrate compliance with the applicable code prior to being eligible to receive a short-term vacation rental certificate.
- c. The use of property in violation of the provisions of this Chapter shall constitute a violation of this Ordinance and shall be punishable as an offence in the Municipal Court of the City of Dahlonga with a minimum fine of \$250.00 per offense.
- d. A person aggrieved by the city's decision to revoke, suspend or deny a short-term vacation rental certificate may appeal the decision to the City Manager. The appeal must be filed with the City Manager's office in writing, within 30 calendar days after the adverse action and it shall contain a concise statement of the reasons for the appeal. Timely filing of an appeal shall stay the revocation, suspension or denial pending a decision by the City Manager.
- e. The City Manager or appointed designee shall consider the appeal within 30 days after receipt by the City Manager of a request unless otherwise agreed in writing by the city and aggrieved party. All interested parties shall have the right to be represented by counsel, to present testimony and evidence, and to cross-examine witnesses. The City Manager shall render a determination, which will constitute a final ruling on the application.
- f. Nothing in this section shall limit the city from enforcement of its code, state or federal law by any other legal remedy available to the city. Nothing in this section shall be construed to limit or supplant the power of any city inspector, deputy marshal or other duly empowered officer under the city's ordinances, rules and regulations and the authority granted under state law, as amended, to take necessary action, consistent with the law, to protect the public from property which constitutes a public nuisance or to abate a nuisance by any other lawful means of proceedings.



AN ORDINANCE TO AMEND ORDINANCE 91-9 OF THE CITY OF DAHLONEGA, GEORGIA WHICH APPEARS AT: SUBPART B: LAND USE AND LAND DEVELOPMENT, APPENDIX B: ZONING, ARTICLE VIII APPEARING AS SO IDENTIFIED IN THE CODE OF THE CITY OF DAHLONEGA, GEORGIA.

Short title: "An ordinance to regulate Short-Term Rentals."

WHEREAS, the City of Dahlonega, Georgia draws a disproportionate number of tourists to the community, and

WHEREAS, Short-Term Rentals now occur in structures other than the normal hotel and motel environments in properties that do not meet typical standards for parking and other land use restrictions; and

WHEREAS, Short-Term Rentals in properties now or formerly used as a single-family dwelling may generate instability of neighborhoods and other surrounding land use environments; and

WHEREAS, the City of Dahlonega desires to mitigate the detrimental impact of Short-Term Rentals in structures currently or previously used as single-family dwellings; and

WHEREAS, in order to mitigate the detrimental impact the City Council of Dahlonega, Georgia desires to regulate this type of Short-Term Rental;

NOW, THEREFORE, be it ordained, and it is so ordained by the authority of the City Council of Dahlonega, that Subpart B, Appendix B, Article VIII, of Ordinance 91-9 appearing as so identified in the Code of the City of Dahlonega shall be amended in its entirety to read as follows:

Article VIII: Short-Term Rentals.

Sec. 8.1 – Definition/ Location Allowed/ Prohibited.

- a. Short-Term Rental means the renting or leasing of a part or all of a detached, attached or semi-detached structure now or formerly used as a single-family dwelling, or the renting or leasing of a part or all of any structure not operating as a hotel, motel or inn where the term of occupancy, possession, or tenancy is for 30 consecutive calendar days or less. Renting or leasing, as used herein, means the payment of compensation, money, rent, or other bargained for consideration in exchange for occupancy, possession or use of the property.
- b. Code Compliance Verification Form is a document executed by a Short-Term vacation owner certifying that the Short-Term vacation unit complies with applicable zoning, building, health and life safety code provisions together with occupation tax and hotel motel tax compliance.

- c. Short-Term Rentals are permitted in all zoning districts except for the Single Family Residential District (R-1)*.
- d. Nothing contained in this Chapter shall be construed to prohibit motels, hotels, inns, bed and breakfasts and other commercial lodging uses from being located where otherwise specifically allowed.

Sec. 8.2 - Regulations Applicable to Short-Term Rentals.

- a. In addition to the licensing requirements and other requirements set forth herein, the following regulations apply to Short-Term Rentals:
 - I. Inspection: Prior to the issuance of an annual license for a Short-Term Rental, a code compliance verification form must be signed by the owner stating that the property complies with or exceeds current zoning, building, health and life safety code standards and an occupation tax certificate must be obtained;
 - II. Parking requirements: Off street parking is required for every Short-Term Rental. One (1) off-street parking space is required per room qualifying as a bedroom for Short-Term Rentals. To qualify as a parking space, the minimum dimensional requirements must include a useable rectangular area of nine (9) feet wide by twenty (20) feet long, exclusive of any other area counted as a parking space. The number of vehicles allowed during a Short-Term Rental tenancy shall not exceed the number of parking spaces available on the property. For the purposes of this ordinance, any type of trailer, boat and/or recreational vehicle shall also be counted as one vehicle, separate from the vehicle used to transport the trailer, boat and/or recreational vehicle;
 - III. Trash: All trash must be disposed of properly. A limit of three (3) rolling trash cans not to exceed ninety-six (96) gallons each may be utilized for property with a Short-Term Rental license. Use of commercial or roll off dumpsters on a property with a Short-Term Rental is prohibited. Following scheduled trash pick-up, trash cans must be removed from the curb and or street area and out of plain view;
 - IV. Demarcation of Boundaries: The property boundaries of every parcel with a Short-Term Rental license must be clearly demarcated and approved by the Community Development Department;
 - V. Number of occupants: Bedrooms in Short-Term Rentals shall be limited to no more than four occupants.
 - VI. Fire Extinguishers: At least one (1) 10 lb. ABC fire extinguisher must be located on each level of the structure and must be clearly visible or marked with appropriate signage. Fire extinguishers must be certified annually by a licensed fire extinguisher company;
 - VII. Smoke Detectors and Carbon Monoxide Detectors: A smoke detector must be installed in each bedroom and on each level of the structure. All smoke detectors must be interconnected. Carbon Monoxide detectors must be installed on each level and shall be placed 5' off the ground; and
 - VIII. Property Manager or Local Contact Person: All Short-Term Rentals shall designate a local property manager. The local property manager shall be available 24 hours a day to

*In PUD's the text and approved site plan shall govern when and where Short-Term Rentals are permitted.

respond to tenant and neighborhood questions or concerns. Where a property owner lives within the same community as the Short-Term Rental, the property owner may designate him/herself as the local contact person. The name, address and telephone number(s) of the local contact person shall be submitted to the Community Development Department, the Lumpkin County Sheriff's Office, the Lumpkin County Fire Department, and the City of Dahlonega's Law Enforcement Office, and to the property owners located within a 300-foot radius of the property. The name, address and telephone numbers shall be permanently posted in the rental unit in a prominent location(s). Any change in the local contact person's address or telephone number shall be promptly furnished to each of these agencies and neighboring property owners as specified in this Section. If the local contact person is unavailable or fails to respond, the complaining or questioning party may contact the Community Development Department. The City will then attempt to reach the local contact person. In cases where the City is unable to reach the local contact person, the penalties as set forth in this Chapter shall apply.

Sec. 8.3 - License Required.

All Short-Term Rentals require an annual Short-Term Rental License. The fee for said License shall be \$100.00. An applicant must apply each year and pay the license fee annually.

Sec. 8.4 - Standards for Granting a License.

- a. The following standards shall be used to determine whether an application for Short-Term Rental will be granted or denied:
 - I. Applicant must prove ownership of the property and have obtained a City of Dahlonega occupation tax certificate;
 - II. Applicant must show compliance with requirements contained in this ordinance through inspection of books and records;
 - III. Applicant must not have been convicted of violating any provisions of this Ordinance within 18 months prior to the date of the application.

Sec 8.5 – Regulation and Violations Procedure.

- a. The Community Development Department shall maintain in each Short-Term Vacation Rental location file a record of all code violation charges, founded accusations and convictions occurring at or relating to a Short-Term Vacation Rental unit. When a property owner has accumulated three code violations for a particular property within a period of 12 consecutive months, the City shall revoke any pending certificates and reject all applications for the subject premises for a period of 12 consecutive months.
- b. If a Short-Term Vacation rental unit owner has been cited and found to be in violation of any zoning, building, health or life safety code provision, the owner must demonstrate compliance with the applicable code prior to being eligible to receive a Short-Term Vacation Rental certificate.

- c. The use of property in violation of the provisions of this Chapter shall constitute a violation of this Ordinance and shall be punishable as an offence in the Municipal Court of the City of Dahlonga with a minimum fine of \$250.00 per offense.
- d. A person aggrieved by the city's decision to revoke, suspend or deny a Short-Term Vacation Rental certificate may appeal the decision to the City Manager. The appeal must be filed with the City Manager's office in writing, within 30 calendar days after the adverse action and it shall contain a concise statement of the reasons for the appeal. Timely filing of an appeal shall stay the revocation, suspension or denial pending a decision by the City Manager.
- e. The City Manager or appointed designee shall consider the appeal within 30 days after receipt by the City Manager of a request unless otherwise agreed in writing by the city and aggrieved party. All interested parties shall have the right to be represented by counsel, to present testimony and evidence, and to cross-examine witnesses. The City Manager shall render a determination, which will constitute a final ruling on the application.
- f. Nothing in this section shall limit the city from enforcement of its code, state or federal law by any other legal remedy available to the city. Nothing in this section shall be construed to limit or supplant the power of any city inspector, deputy marshal or other duly empowered officer under the city's ordinances, rules and regulations and the authority granted under state law, as amended, to take necessary action, consistent with the law, to protect the public from property which constitutes a public nuisance or to abate a nuisance by any other lawful means of proceedings.

It is so ordained this _____ day of _____, 2020.

By: _____
Sam Norton, Mayor

Attest: _____
Mary Csukas, City Clerk



CITY COUNCIL AGENDA REPORT

DATE: July 24, 2020
TITLE: Nonresidential Solid Waste Changes
PRESENTED BY: Bill Schmid, City Manager

AGENDA ITEM DESCRIPTION:

Two ordinances relate to this item. Ordinance 2020-13 provides updates to Chapter 26 of the Dahlonega Code, which deals with Solid Waste. It adds a new Article IV to address Rates and Charges in further detail. Ordinance 94-7, Amendment 14, is roughly similar to prior versions of the rate schedule, but substantially simplifies the City's rate schedule for nonresidential customers. In combination the two work to resolve several issues identified during account migration to the new BSA software platform. Additional explanatory information is contained in the Administration Overview.

HISTORY/PAST ACTION:

The current material relates to implementation of material discussed at the July 20 work-session. Please see previously furnished material for additional background.

FINANCIAL IMPACT:

Positive but undetermined – some customers will see increase, others decrease and some both. We may gain or lose some customers by simplification of the rate schedule. Overall, the changes are believed beneficial to our customers and the City's operations.

RECOMMENDATION:

Approval of both ordinances is recommended.

SUGGESTED MOTIONS:

I move the approval of Ordinance 2020-13. By separate action I move the adoption by Ordinance of a simplified Nonresidential Rate Schedule as shown in Ordinance 94-7, Amendment 14.

ATTACHMENTS:

FY21 Nonresidential Solid Waste Administration Overview
Ordinance 2020-13
Ordinance 94-7, Amendment 14

FY2021 DAHLONEGA SOLID WASTE FEES ADMINISTRATION

Generally

The City of Dahlonega charges user fees for the collection, transport, and disposal of various forms of nonhazardous solid waste, including trash, garbage, yard waste, storm damage, residential recycleables and collection of solid waste at city parks and the Square area. These fees are known as the City-wide Residential Solid Waste Fee, General Nonresidential Solid Waste Fees, Downtown Nonresidential Solid Waste Fees, and Bulk Items Solid Waste Fees. These fees are needed to keep the community clean and attractive for residents, businesses and visitors.

All money received from these fees goes to the City's Solid Waste Enterprise Fund to be spent only for these specific and directly-related purposes.

These fees are subject to annual review by the City Council in conjunction with setting its annual budget and may be changed otherwise as needed by Council action.

City-wide Residential Solid Waste Fees

By ordinance since ____ or earlier the City is the sole provider of residential solid waste collection services.

The City administers a residential recycling program under contract.

For public health and community sanitation standards the Residential Solid Waste Fee and Residential Recycling Fee are mandatory and associated with each residential unit.

All residential uses throughout the city, regardless of zoning district, are required to use city-provided solid waste services as either roll carts or rear load dumpsters.

The monthly Residential Solid Waste Fee includes once a week collection of the contents of a 95 gallon rollcart, or its equivalent, if a community dumpster is used (ex. apartment complex with central collection point).

The monthly Residential Recycling Fee includes once a week collection of the contents of one recycling bin. Multi-family recycling is not offered at this time.

Residents who want to recycle should contact City Hall at (706) 864-6133 for a recycling bin to be provided at their address.

Residential Solid Waste Fee	\$26.62 monthly
Residential Recycling Fee	\$4.50 monthly
Overfilled containers	Charged as additional service call - \$10 minimum
Bulk Items (sofas, large appliances, etc.)	Charged per item per the Bulk Items Fee Schedule

General Nonresidential Solid Waste Fees

By ordinance since _____ or earlier the City is the sole provider of nonresidential solid waste collection services in all nonresidential zoning districts, unless the collection point is in the rear of the business and not facing a public street.

All nonresidential uses throughout the city, regardless of zoning district, are required to use the city's solid waste services, or provide proof of contracted services with a private hauler at time of annual Occupational Tax renewal. Home-based businesses are exempt, if they provide proof of a residential solid waste account for the address.

The General Nonresidential Solid Waste Fees are as shown in the Nonresidential Solid Waste Fee Table on the following page.

The following nonresidential uses are typical and were considered in the development of this fee schedule.

Apartments	Hotels/Motels	Overnight or Day Camp
Banks	Inns and Other Lodging	Restaurants/Food Services
Churches	Insurance/Real Estate	Service Businesses
City/County Government	Legal/Accounting	Theater
Club House	Lumpkin County Schools	University
Doctors/Dentists Offices	Nursing/Care Homes	Other - *
Health Care-Other		

* Other Nonresidential Solid Waste Fees for uses not shown will be determined by the Solid Waste Supervisor, who shall have discretion and use good judgment in adjusting rate classes as needed based on actual field conditions. Appeals of decisions from the Solid Waste Supervisor are to be made in writing to the City Manager. Appeals of decisions from the City Manager are to be made in writing to the City Council, whose decision shall be final.

Downtown Nonresidential Solid Waste Fee

The Downtown Nonresidential Solid Waste Fee covers the costs of collection from rollcarts and/or a fee-based permit-only self-deposited central collection point (currently the Hancock Park dumpsters) and daily collections from garbage cans in the downtown area.

All nonresidential entities in the in the downtown area are required to pay a base Downtown Nonresidential Solid Waste Fee, whether they use the city's collection services or contract with private haulers.

Only the solid waste generated at the address associated with the Occupational Tax or utility account on file shall be placed in rollcarts or self-disposed in the Hancock Park dumpsters. Solid waste may not be brought from home or other locations. The volume is not assignable to others.

The Nonresidential Solid Waste Base Fee is based on collection from one nonresidential rollcart one time per week billed monthly. This is generally sufficient for 1-5 FTE staff or equivalent customers. Rollcart volume of 0.45 cu yds is used to calculate Rollcart Equivalent Units or Dumpster Equivalent Units. Overage will be billed at the next higher Rate Class. For customers with collection points at multiple locations, the related General or Downtown Nonresidential Solid Waste fee is charged at each location, unless a multi-year contract rate is entered into (for large properties or entities with multiple locations).

Rate Class	Description	Monthly Fee
NR-1	Base per Rollcart (dumpster collection may be used, if individual billing per unit is preferred)	\$40
NR-2	Two Rollcart Equivalents (ex. two carts once a week or one cart twice per week)	\$80
NR-3	Four Rollcart Equivalents (ex. four carts once a week or two carts twice per week)	\$130
NR-4	Two to Eight Cu Yd Dumpster Equivalents (ex. 95 gallon rollcart five or six times per week, Four cu yd dumpster twice per week, Six cu yd dumpster once per week, Eight cu yd dumpster once per week, etc.)	\$210
NR-5	12-18 Cu Yd Dumpster Equivalents (Four cu yd dumpster three to four times per week, Six cu yd dumpster two to three times per week, Eight cu yd dumpster twice per week, etc.)	\$350
NR-6	24 Cu Yd Dumpster Equivalents (Six cu yd dumpster four times per week, Eight cu yd dumpster three times per week, etc.)	\$520
NR-7	36 Cu Yd Dumpster Equivalents (Ex. Six cu yd dumpster five to six times per week, etc.)	\$740
NR-8	48 Cu Yd Dumpster Equivalents (ex. Eight cu yd dumpster five to six times per week, Four times per week from two dumpsters of 6 cu yds)	\$950

Bulk Items Fee Schedule – Residential and Nonresidential Solid Waste accounts are encouraged to take large or heavy bulk items directly to the solid waste transfer station on Barlow Road where the disposal rate ranges from \$5 for 100 pounds to \$50 per ton. Otherwise, if bulk goods are scheduled or left for collection and disposal by the City, additional fees will be charged per piece to the address on file to cover labor and equipment costs for disruption of normal operations, collection, transport and disposal charges.

<u>Item</u>	<u>Per Item Fee</u>
Chair	
Table	
Sofa/Loveseat	
Twin mattress	
Queen mattress	
King mattress	
Washer	
Dryer	
Refrigerator	
Bicycle	

AN ORDINANCE TO AMEND THE CODE OF THE CITY OF DAHLONEGA, GEORGIA WHICH APPEARS AT: CHAPTER 26: SOLID WASTE TO INCLUDE A NEW ARTICLE IV: RATES AND CHARGES

Short title: "An ordinance regarding solid waste rates and charges."

WHEREAS, the City Council of Dahlonega, Georgia desires to amend the current solid waste ordinance to include guidance and regulations regarding rates and charges.

NOW, THEREFORE, be it ordained, and it is so ordained by the authority of the City Council of Dahlonega, that Chapter 26 of the Code of the City of Dahlonega, be amended to include an Article IV as follows:

ARTICLE IV. - RATES AND CHARGES

Sec. 26-54. - Refuse collection rates and charges not affected by Code.

Nothing in this Code shall affect any ordinance by the city council setting fees for refuse collection or disposal currently existing or hereinafter enacted. All such ordinances are hereby recognized as having full force and effect to the same extent as if set out at length in this Code.

Sec. 26-55. - Rates.

- (a) Fees for collection of solid waste, garbage and yard debris shall be those as established by ordinance of the city council; and shall be published in the office of the city clerk and where utility bills may be paid. Fees may be included with the monthly water bill, provided said charge is separately stated. Fees shall be separately billed should there be no monthly water bill.
- (b) Rates for service will be subject to periodic review and adjusted by the city council by separate ordinance as necessary to ensure adequate cost recovery for operation of the sanitary municipal solid waste department.

Sec. 26-56. – Municipal Jurisdiction.

- (a) It shall be mandatory that all owners, occupants, tenants and lessees of residential units to include houses, apartments, condominiums, mobile homes, single family homes or any other dwelling unit, offices, businesses, industrial businesses, commercial buildings and premises shall be required to accept such collection and removal services as may be provided by the city relating to the disposal of garbage, trash, rubbish and other debris within the municipal jurisdiction of the city.
- (b) Exemptions. Businesses and other entities requiring dumpster, roll-off or industrial, medical, or hazardous waste removal services may be exempted from city solid waste service and assessed fees provided other arrangements are made for disposal through a licensed provider or through contract with the city. This exemption must be requested by petition to the city manager within the areas identified by a separate rate ordinance not part of this codification. Council affirmation of the decision of the manager at a meeting of the council is required.

Sec. 26-57. - Nonpayment of fees.

- (a) Should any owners, occupants, tenants and lessees of residential buildings and premises or business and commercial buildings and premises fail or refuse to pay the charges fixed against such owners, occupants, tenants and lessees as provided for in this article when due, the city may discontinue garbage collection services to the residential buildings and premises or business and commercial buildings and premises of such owners, occupants, tenants and lessees against such sanitary service charge or fee and charge for the collection, removal and disposal of garbage services until such fees have been paid in full.
- (b) After notification of a delinquency, if a delinquent account is not paid within five (5) days, the city or the contracted provider may cease all refuse collection for that account or individual address. Service shall be resumed thereafter only upon payment of the entire balance on the account plus all penalties, and all applicable reconnection or container resetting charges. Failure to timely remove solid waste through use of the city collection service or the city's contracted provider constitutes a nuisance. Each day constitutes a separate offense. The municipal court shall have full jurisdiction to try and dispose of all questions of nuisance pursuant to this paragraph affecting the public health or welfare and to impose fines and penalties.
- (c) If the account or bill remains unpaid after said past delinquent/due notice is mailed, then the public water supply will be turned off and will not be turned back on until said bill is paid.
- (d) Enforcement. In the event charges remain unpaid for fifteen (15) days after the bill or account for service has been rendered to the customer the unpaid balance may be collected by any means provided by law.
- (e) In addition to all other rates, charges, penalties, fees, expenses and costs otherwise provided for in this Code, the city may also collect all costs incurred for the collection of delinquent utility accounts, including, but not limited to, postage expenses, late fees as established by resolution or ordinance of the council from time to time, court filing fees, attorney's fees incurred by the city, and fees paid to third-party collection agencies. The city is authorized to use third-party collection agencies to collect delinquent utility accounts and all cost, fees and expenses of such third-party agencies shall be the responsibility of the delinquent customer.

Sec. 26-58. - Severability.

If any portion of this article or the application thereof shall be held invalid or unconstitutional, the other provisions of this article shall not be affected, and to this end the provisions of this article are declared to be severable.

Sec. 26-59. - Effective date.

The effective date of this ordinance shall be the _____ day of _____, 2020.

Adopted and Ordained this _____ day of _____, 2020.

By: _____
Sam Norton, Mayor

Attest: _____
Mary Csukas, City of Dahlonega

**ORDINANCE 94-7
AMENDMENT 14
SANITATION
RATES EXHIBIT A
SCHEDULE OF SANITATION
RATES MONTHLY RATES**

BE IT ORDAINED BY THE CITY COUNCIL OF DAHLONEGA AND IT IS HEREBY ORDAINED BY THE AUTHORITY THEREOF THAT THE FOLLOWING RATES HAVING BEEN AUTHORIZED FOR IMPLEMENTATION TO COMMENCE ON OCTOBER 1, 2020, BY VIRTUE OF THE BUDGET RESOLUTION APPROVED THE 8th DAY OF SEPTEMBER, 2020, THE SAME ARE HEREBY RATIFIED AND MADE A PART OF THE CITY'S RATE SCHEDULE.

RESIDENTIAL RATES

All households will be charged \$26.62 per month for each garbage can picked up weekly. Additional stickers for each garbage can will be \$26.62 per month. Stickers will be placed on all residential cans. All households will be charged a recycling collection fee of \$4.50 per month. All single family residential units will pay a mandatory minimum garbage and recycling collection fee of \$31.12 per month. All other residential units will also pay a minimum garbage and recycling collection fee of \$31.12 per month unless served by dumpster service. Rates for non-taxpaying entities not requiring dumpster service will be \$35.09 per month per can.

NON-RESIDENTIAL RATES

<u>Rate Class</u>	<u>Description</u>	<u>Monthly Fee</u>
NR-1	Base per Rollcart (dumpster collection may be used if individual Billing per unit is preferred)	\$40.00
NR-2	Two Rollcart Equivalents (ex. Two carts once a week or one cart twice per week)	\$80.00
NR-3	Four Rollcart Equivalents (ex. Four carts once a week or two carts twice per week)	\$130.00
NR-4	Two to Eight Cu Yd Dumpster Equivalents (ex. 95 gallon rollcart five or six times per week, four cu yd dumpster twice per week, six cu yd dumpster once per week, eight cu yd dumpster once per week. Etc.)	\$210.00
NR-5	12-18 Cu Yd Dumpster Equivalents (four cu yd dumpster three to four times per week, six cu yd dumpster four times per week, etc.)	\$350.00

NR-6	24 Cu Yd Dumpster Equivalents (Six cu yd dumpster four times per week, eight cu yd dumpster three times per week, etc.)	\$520.00
NR-7	36 Cu Yd Dumpster Equivalents (ex. Six cu yd dumpster five to six times per week, etc.)	\$740.00
NR-8	48 Cu Yd Dumpster Equivalents (ex. Eight cu yd dumpster five to six times per week, four times per week from two dumpsters of 6 cu yds)	\$950.00

SPECIAL STIPULATIONS REGARDING RATES

Minimum Nonresidential Monthly Fee. Unless otherwise exempted pursuant to Ordinance 2020-13 and any subsequent codified version of said ordinance, a minimum monthly fee shall be assessed against all nonresidential entities in the amount of _____ regardless of whether a city rollcart or other container has been assigned to said entity.

Phased implementation of rates. Nonresidential rates referenced in this ordinance may be implemented in two phases. The first phase will apply the rates referenced herein to the following geographical area:

Entities fronting upon or deriving primary access from: Hawkins Street between North Grove Street and Church Street; Church Street between Hawkins Street and West Main Street; West Main Street between Church Street and South Chestatee Street; South Chestatee Street between West Main Street and Choice Street; Choice Street between South Chestatee Street and East Main Street; East Main Street between Choice Street and North Grove Street; and North Grove Street between East Main and Hawkins Street.

The second phase shall consist of application of these rates to all entities existing within the remainder of the City of Dahlonega.

Container usage not assignable. Nonresidential rates like residential rates are based upon exclusive use of any approved container by the entity identified on the account. Usage by parties other than the account holder of any city container is prohibited. The account holder cannot share usage of a container with another party or assign capacity or volume in a container to another party.

Bulk Items. Residential and Nonresidential Solid Waste accounts are encouraged to take large or heavy bulk items directly to the solid waste transfer station on Barlow Road where the disposal rate ranges from \$5 for 100 pounds to \$50 per ton. Otherwise, if bulk goods are scheduled or left for collection and disposal by the City, additional fees will be charged per piece to the address on file to cover labor and equipment costs for disruption of normal operations, collection, transport and disposal charges.

PENALTIES FOR NON-PAYMENT

A penalty of 10% will be added each month to any delinquent bill that has not been paid by the tenth of each month.

APPROVED AND SO ORDAINED THIS _____ DAY OF _____, 2020.

Sam Norton, Mayor

Attest: _____
Mary Csukas, City Clerk



CITY COUNCIL AGENDA REPORT

DATE: July 29, 2020
TITLE: Pedestrian Bridge Project Contracts
PRESENTED BY: Doug Parks, City Attorney

AGENDA ITEM DESCRIPTION:

This is a request for authorization to the Mayor to execute purchase agreements for each of three elements of the Wimpy Mill pedestrian bridge in amounts not to exceed the expenditures represented in Exhibits A, B and C attached.

HISTORY/PAST ACTION:

Discussion has occurred at a prior work session regarding this project and its financing.

FINANCIAL IMPACT:

Financial impact has been previously reviewed at a work session as noted above.

RECOMMENDATION:

Recommend that the mayor be authorized to enter into the purchase agreements.

SUGGESTED MOTIONS:

Motion that the mayor be authorized to enter into purchase agreements not to exceed the amounts shown on the three elements of the Wimpy Mill pedestrian bridge project presented as Exhibits A, B and C.

ATTACHMENTS:

Exhibit A: Lake Zwerner Pedestrian Bridge Manufacture; Exhibit B: Lake Zwerner Parking Lot Construction; Exhibit C: Abutment Construction and Lake Zwerner Pedestrian Bridge Installation

EXHIBIT A
LAKE ZWERNER PEDESTRIAN BRIDGE MANUFACTURE
PROJECT #2020-018

				UNIT COST	TOTAL COST
Labor, Materials, and Transit Insurance/Manufacture	Pedestrian Bridge			\$140,854.00	\$140,854.00
Freight Cost				\$8,000.00	\$8,000.00
				TOTAL:	\$148,854.00

EXHIBIT B
LAKE ZWERNER PARKING LOT CONSTRUCTION
PROJECT #2020-016

			UNIT COST	TOTAL COST
MOBILIZATION	1	EA	\$2,500	\$2,500
Construction STAKING & ASBUILT	1	LS	\$1,500	\$1,500
TRAFFIC CONTROL	1	LS	\$0	\$0
EARTHWORK INCLUDING CLEARING, GRUBBING, ETC.	1	LS	\$12,718	\$12,718
SITE-WHEELSTOPS	22	SY	\$110	\$2,420
SITE-GRAVEL	245		\$36	\$8,820
SITE-CONCRETE	320		\$49	\$15,680
SITE- SIGNAGE	1	LS	\$400	\$400
SITE- STRIPING	1	LS	\$4,342	\$4,342
SITE LIGHTING	2		\$0	\$0
SITE-LANDSCAPING	1	LS	\$0	\$0
ES&PC- CONSTRUCTION ENTRANCE	1	EA	\$0	\$0
ES&PC-CONCRETE WASHOUT AREA	1	EA	\$900	\$900
ES&PC- TYPE "S" SILT FENCE	850	LF	\$3	\$2,550
ES&PC- HAY BALE CHECK DAMS	5		\$50	\$250
ES&PC- RIP-RAP	10	TN	\$0	\$0
ES&PC- PERMANENT GRASSING	1	AC	\$1,950	\$1,950
			TOTAL:	\$54,030

EXHIBIT C
ABUTMENT CONSTRUCTION AND LAKE ZWERNER PEDESTRIAN BRIDGE
INSTALLATION
PROJECT #2020-017

			UNIT COST	TOTAL COST
MOBILIZATION	1	EA	\$6,000	\$6,000
Construction STAKING & ASBUILT	1	LS	\$1,500	\$1,500
TRAFFIC CONTROL	1	LS	\$2,250	\$2,250
EARTHWORK INCLUDING CLEARING, GRUBBING, ETC.	1	LS	\$4,660	\$4,660
SITE- CONCRETE	250	SY	\$68	\$17,000
SITE- SIGNAGE	1	LS	\$0	\$0
SITE- STRIPING	1	LS	\$1,500	\$1,500
SITE-LANDSCAPING	1	LS	\$0	\$0
BRIDGE ABUTMENTS, MATERIALS AND INSTALLATION (CITY TO PURCHASE BRIDGE)	1	LS	\$105,792	\$105,792
ES&PC- CONSTRUCTION ENTRANCE	1	EA	\$1,700	\$1,700
ES&PC-CONCRETE WASHOUT AREA	1	EA	\$900	\$900
ES&PC- TYPE "S" SILT FENCE	650	LF	\$3	\$1,950
ES&PC- RIP-RAP	50	TN	\$88	\$4,400
ES&PC- PERMANENT GRASSING	1	AC	\$1,800	\$1,800
			TOTAL:	\$149,452

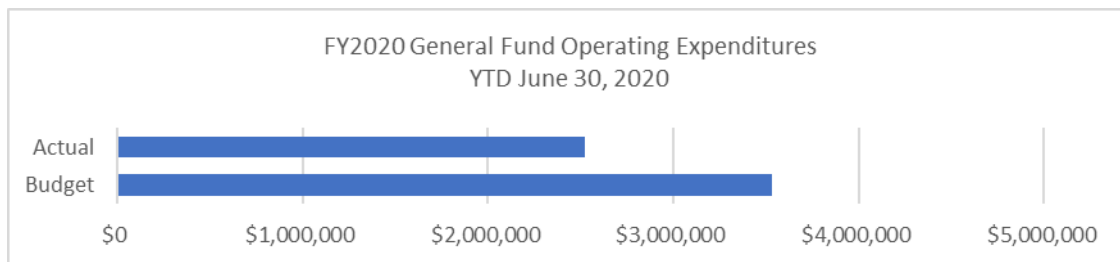
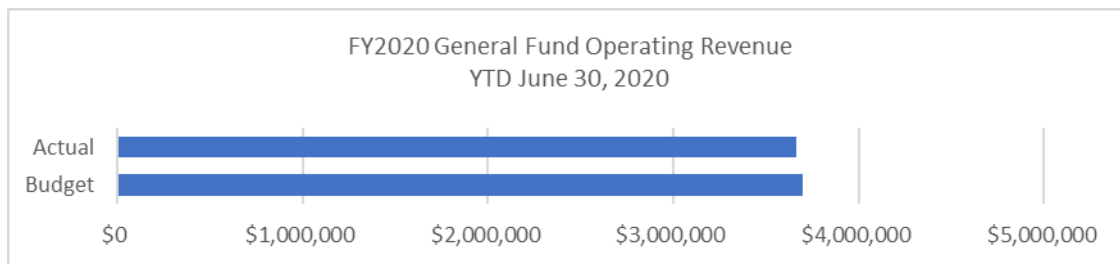


CITY OF DAHLONEGA MONTHLY FINANCIAL REPORTS

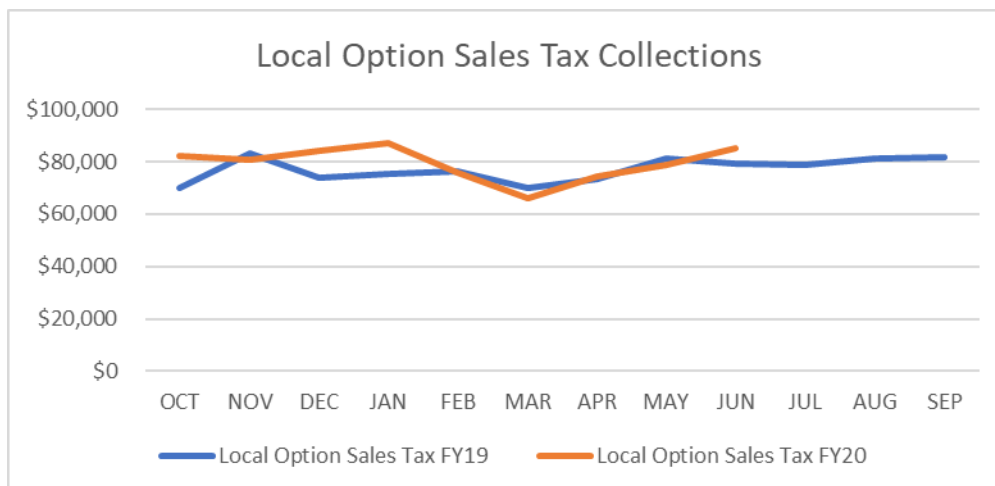
For the Nine Months Ended June 30, 2020

(The Budget presented is the AMENDED Budget.)

GENERAL FUND



- Property taxes were billed in October with a due date of November 17. 99% of 2019 taxes have been collected to date.
- TAVT revenue has been dramatically impacted by the change in State law effective July 1, 2019 that changes distribution percentages. Revenues are estimated to be 70% less than previous distributions. The budget has been amended to reflect the expected decrease.



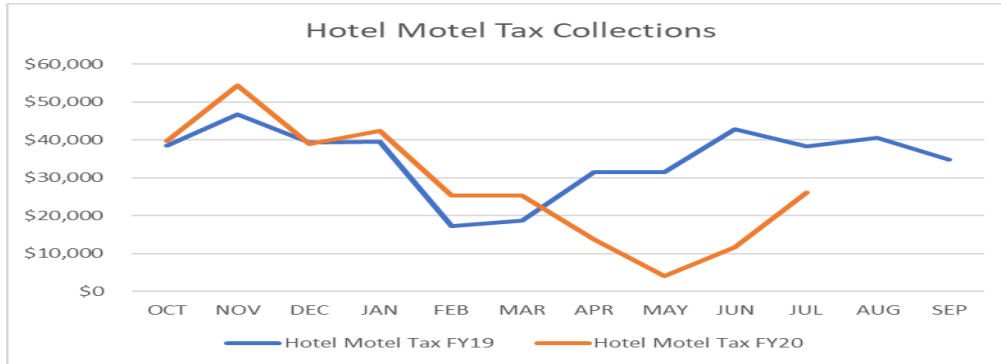
- The annual revenue for Insurance Premium Tax has been received in the amount of \$395,901, which is 6% greater than received last fiscal year.
- Alcoholic Beverages Licenses revenue collected year-to-date has decreased 4.3% from the prior year.
- Department expenditures are in line with budget expectations.
- Transfers out to DDA for operational expenses are being transferred monthly; the full amount budgeted for the year for capital purchases was transferred out in October.

DOWNTOWN DEVELOPMENT AUTHORITY

- Operational results are on track with the amended budget.

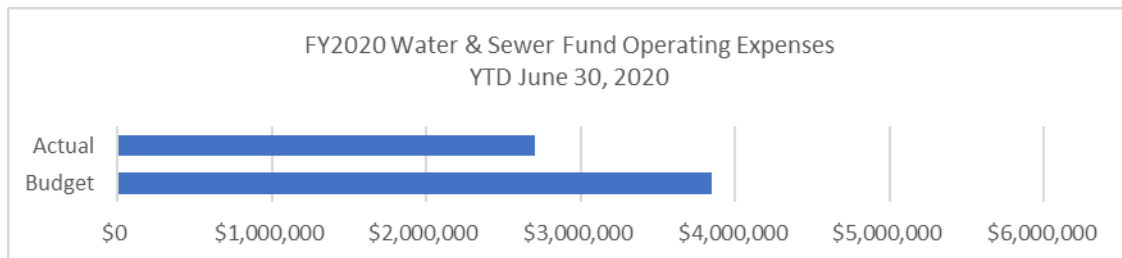
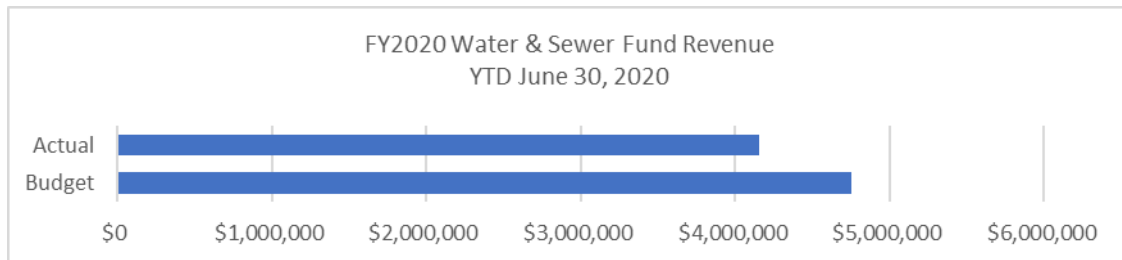
HOTEL/MOTEL TAX FUND

- Tax revenue collections were trending slightly above prior year but experienced a sharp decline with the onset of the Pandemic.



WATER AND SEWER FUND

- Water and sewer sales were trending higher than budget and prior year. As a result of the Pandemic, revenue from water sales and sewer charges in April, May and June 2020 were 16% less than these months last year.
- Tap Fees revenue collected year-to-date total \$181,056, compared to \$497,184 at the same time last year.
- All department expenses are in line with the amended budget.



SOLID WASTE FUND

- Revenues and expenses are meeting budget expectations.

(Prepared for Council and Management by Melody Marlowe 7/23/2020)

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 06/30/2020 NORMAL (ABNORMAL)	% BDGT USED
Fund 100 - GENERAL FUND				
	GENERAL PROPERTY TAXES	1,757,438.00	1,738,050.03	98.90
	GENERAL SALES AND USE TAXES	763,000.00	714,380.90	93.63
	SELECTIVE SALES AND USE TAXES	148,000.00	155,237.15	104.89
	ALCOHOLIC BEVERAGES LICENSES	127,650.00	127,600.00	99.96
	BUSINESS TAXES	523,900.00	524,603.87	100.13
	PENALTIES AND INTEREST	3,000.00	2,163.39	72.11
	PERMITS	65,535.00	85,584.79	130.59
	INTERGOVERNMENTAL REVENUE	31,800.00	24,930.88	78.40
	CHARGES FOR SERVICES	89,600.00	67,824.88	75.70
	FINES AND FORFEITURES	101,500.00	125,211.53	123.36
	INVESTMENT INCOME	60,000.00	42,220.78	70.37
	CONTRIBUTIONS AND DONATIONS	0.00	130.00	100.00
	MISCELLANEOUS REVENUE	18,000.00	22,608.93	125.61
	OTHER FINANCING SOURCES	2,000.00	6,000.00	300.00
	OTHER CHARGES FOR SERVICES	0.00	17,768.96	100.00
	TRANSFERS IN FROM OTHER FUNDS	8,000.00	7,670.26	95.88
	APPROPRIATED FUND BALANCE	906,161.00	0.00	0.00
TOTAL REVENUES		4,605,584.00	3,661,986.35	79.51
	LEGISLATIVE	174,477.00	128,064.99	73.40
	EXECUTIVE	300,556.00	226,757.46	75.45
	ELECTIONS	13,450.00	10,679.17	79.40
	GENERAL ADMINISTRATION	897,917.00	684,829.61	76.27
	MUNICIPAL COURT	223,967.00	143,190.47	63.93
	CITY MARSHAL	352,689.00	219,824.91	62.33
	STREETS	1,097,921.00	796,227.00	72.52
	MAINTENANCE AND SHOP	93,524.00	69,865.12	74.70
	CEMETERY	53,970.00	38,866.01	72.01
	PARKS	22,440.00	12,249.74	54.59
	COMMUNITY DEVELOPMENT	273,147.00	193,314.50	70.77
	NON-DEPARTMENTAL	28,311.00	0.00	0.00
	TRANSFERS OUT TO OTHER FUNDS	1,073,215.00	994,240.00	92.64
TOTAL EXPENDITURES		4,605,584.00	3,518,108.98	76.39
Fund 100 - GENERAL FUND:				
TOTAL REVENUES		4,605,584.00	3,661,986.35	79.51
TOTAL EXPENDITURES		4,605,584.00	3,518,108.98	76.39
NET OF REVENUES & EXPENDITURES		0.00	143,877.37	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF DAHLONEGA
 PERIOD ENDING 06/30/2020
 % Fiscal Year Completed: 74.86

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	% BDGT
		AMENDED BUDGET	06/30/2020 NORMAL (ABNORMAL)	USED
Fund 230 - DOWNTOWN DEVELOPMENT AUTHORITY				
	CHARGES FOR SERVICES	0.00	918.88	100.00
	CONTRIBUTIONS AND DONATIONS	0.00	244.65	100.00
	MISCELLANEOUS REVENUE	0.00	941.31	100.00
	TRANSFERS IN FROM OTHER FUNDS	281,019.00	222,044.00	79.01
	APPROPRIATED FUND BALANCE	34,770.00	0.00	0.00
TOTAL REVENUES		315,789.00	224,148.84	70.98
DDA ADMINISTRATION		218,681.00	160,353.18	73.33
DOWNTOWN DEVELOPMENT		91,838.00	65,079.57	70.86
DAHLONEGA 2000		5,270.00	2,635.00	50.00
TOTAL EXPENDITURES		315,789.00	228,067.75	72.22
Fund 230 - DOWNTOWN DEVELOPMENT AUTHORITY:				
TOTAL REVENUES		315,789.00	224,148.84	70.98
TOTAL EXPENDITURES		315,789.00	228,067.75	72.22
NET OF REVENUES & EXPENDITURES		0.00	(3,918.91)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF DAHLONEGA
 PERIOD ENDING 06/30/2020
 % Fiscal Year Completed: 74.86

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 06/30/2020 NORMAL (ABNORMAL)	% BDGT USED
Fund 275 - HOTEL/MOTEL TAX FUND				
	HOTEL/MOTEL TAXES	269,000.00	255,675.31	95.05
	TOTAL REVENUES	269,000.00	255,675.31	95.05
	PURCHASES/CONTRACTED SERVICES	250,000.00	187,499.97	75.00
	TRANSFERS OUT TO OTHER FUNDS	19,000.00	68,175.34	358.82
	TOTAL EXPENDITURES	269,000.00	255,675.31	95.05
Fund 275 - HOTEL/MOTEL TAX FUND:				
	TOTAL REVENUES	269,000.00	255,675.31	95.05
	TOTAL EXPENDITURES	269,000.00	255,675.31	95.05
	NET OF REVENUES & EXPENDITURES	0.00	0.00	0.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF DAHLONEGA
 PERIOD ENDING 06/30/2020
 % Fiscal Year Completed: 74.86

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	% BDGT USED
		AMENDED BUDGET	06/30/2020 NORMAL (ABNORMAL)	
Fund 320 - SPLOST CAPITAL PROJECTS FUND				
	GENERAL SALES AND USE TAXES	313,965.00	147,636.58	47.02
	INVESTMENT INCOME	0.00	813.56	100.00
	TOTAL REVENUES	313,965.00	148,450.14	47.28
	TRANSFERS OUT TO OTHER FUNDS	313,965.00	186,229.24	59.32
	TOTAL EXPENDITURES	313,965.00	186,229.24	59.32
Fund 320 - SPLOST CAPITAL PROJECTS FUND:				
	TOTAL REVENUES	313,965.00	148,450.14	47.28
	TOTAL EXPENDITURES	313,965.00	186,229.24	59.32
	NET OF REVENUES & EXPENDITURES	0.00	(37,779.10)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF DAHLONEGA
 PERIOD ENDING 06/30/2020
 % Fiscal Year Completed: 74.86

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	% BDGT USED
		AMENDED BUDGET	06/30/2020 NORMAL (ABNORMAL)	
Fund 335 - TSPLOST CAPITAL PROJECTS FUND				
	GENERAL SALES AND USE TAXES	594,244.00	576,019.30	96.93
	INVESTMENT INCOME	0.00	1,677.57	100.00
TOTAL REVENUES		594,244.00	577,696.87	97.22
OTHER COSTS		274,242.00	0.00	0.00
TRANSFERS OUT TO OTHER FUNDS		320,002.00	44,384.00	13.87
TOTAL EXPENDITURES		594,244.00	44,384.00	7.47
Fund 335 - TSPLOST CAPITAL PROJECTS FUND :				
	TOTAL REVENUES	594,244.00	577,696.87	97.22
	TOTAL EXPENDITURES	594,244.00	44,384.00	7.47
NET OF REVENUES & EXPENDITURES		0.00	533,312.87	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF DAHLONEGA
 PERIOD ENDING 06/30/2020
 % Fiscal Year Completed: 74.86

		2019-20	YTD BALANCE	
GL NUMBER	DESCRIPTION	AMENDED BUDGET	06/30/2020 NORMAL (ABNORMAL)	% BDGT USED
Fund 505 - WATER AND SEWER ENTERPRISE FUND				
	INTERGOVERNMENTAL REVENUE	0.00	4,500.00	100.00
	INVESTMENT INCOME	64,600.00	44,637.16	69.10
	MISCELLANEOUS REVENUE	700.00	1,982.03	283.15
	WATER CHARGES	2,563,000.00	2,176,012.34	84.90
	TAP FEES - WATER	44,426.00	87,446.00	196.84
	SEWER CHARGES	1,778,000.00	1,501,043.49	84.42
	TAP FEES - SEWER	39,835.00	93,610.00	234.99
	OTHER CHARGES FOR SERVICES	68,000.00	57,152.53	84.05
	TRANSFERS IN FROM OTHER FUNDS	197,705.00	186,229.24	94.20
	APPROPRIATED NET ASSETS	2,612,175.00	0.00	0.00
TOTAL REVENUES		7,368,441.00	4,152,612.79	56.36
	SEWER LIFT STATIONS	224,394.00	134,492.17	59.94
	SEWER TREATMENT PLANT	687,751.00	493,618.72	71.77
	DISTRIBUTION AND COLLECTION	894,152.00	623,422.12	69.72
	WATER SUPPLY	175,904.00	128,064.91	72.80
	WATER TREATMENT PLANT	1,741,429.00	1,272,080.57	73.05
	CAPITAL OUTLAYS	1,713,735.00	541,307.26	31.59
	INTERFUND CHARGES	67,500.00	50,625.00	75.00
	DEPRECIATION AND AMORTIZATION	1,805,227.00	1,353,915.00	75.00
	OTHER COSTS	58,349.00	0.00	0.00
TOTAL EXPENDITURES		7,368,441.00	4,597,525.75	62.39
Fund 505 - WATER AND SEWER ENTERPRISE FUND:				
TOTAL REVENUES		7,368,441.00	4,152,612.79	56.36
TOTAL EXPENDITURES		7,368,441.00	4,597,525.75	62.39
NET OF REVENUES & EXPENDITURES		0.00	(444,912.96)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF DAHLONEGA
 PERIOD ENDING 06/30/2020
 % Fiscal Year Completed: 74.86

		YTD BALANCE		
GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	06/30/2020 NORMAL (ABNORMAL)	% BDGT USED
Fund 540 - SOLID WASTE ENTERPRISE FUND				
	CHARGES FOR SERVICES	400.00	425.00	106.25
	OTHER FINANCING SOURCES	115,000.00	0.00	0.00
	OTHER CHARGES FOR SERVICES	0.00	550.02	100.00
	REFUSE COLLECTION CHARGES	832,000.00	693,146.62	83.31
	APPROPRIATED NET ASSETS	670.00	0.00	0.00
TOTAL REVENUES		948,070.00	694,121.64	73.21
	PERSONAL SERVICES AND EMPLOYEE BENEFITS	463,782.00	346,658.73	74.75
	PURCHASES/CONTRACTED SERVICES	239,980.00	180,258.07	75.11
	SUPPLIES	63,340.00	61,709.30	97.43
	CAPITAL OUTLAYS	115,000.00	69,452.00	60.39
	DEPRECIATION AND AMORTIZATION	58,268.00	43,704.00	75.01
	OTHER COSTS	2,500.00	2,500.00	100.00
	DEBT SERVICE	5,200.00	3,748.11	72.08
TOTAL EXPENDITURES		948,070.00	708,030.21	74.68
Fund 540 - SOLID WASTE ENTERPRISE FUND:				
	TOTAL REVENUES	948,070.00	694,121.64	73.21
	TOTAL EXPENDITURES	948,070.00	708,030.21	74.68
	NET OF REVENUES & EXPENDITURES	0.00	(13,908.57)	100.00
	TOTAL REVENUES - ALL FUNDS	14,415,093.00	9,714,691.94	67.39
	TOTAL EXPENDITURES - ALL FUNDS	14,415,093.00	9,538,021.24	66.17
	NET OF REVENUES & EXPENDITURES	0.00	176,670.70	100.00



CITY COUNCIL AGENDA REPORT

DATE: July 27, 2020
TITLE: Coronavirus Relief Fund Grant Acceptance
PRESENTED BY: Melody Marlowe, Finance Director

AGENDA ITEM DESCRIPTION:

Acceptance of Coronavirus Relief Fund Grant and authorization for the Mayor to execute the grant agreement with the State of Georgia

HISTORY/PAST ACTION:

The U.S. Treasury provided Georgia with approximately \$4.1 billion for coronavirus-related expenses from the CARES Act, of which an estimated 1.8 billion could be transferred to local governments for coronavirus-related expenses. On June 29, Governor Brian Kemp released a statement providing additional details about the allocation of funds. The City of Dahlonega's allocated amount is \$381,824.03.

FINANCIAL IMPACT:

The City of Dahlonega is eligible for reimbursement of COVID related expenditures up to \$381,824.03. The CARES Act requires that the payments from the Coronavirus Relief Fund only be used to cover expenses that:

1. Are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19);
 2. Were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act) for the State or government; and
 3. Were incurred during the period that begins on March 1, 2020 and ends on December 30, 2020.
-

RECOMMENDATION:

Staff recommends acceptance of the Coronavirus Relief Fund Grant in order to receive reimbursement of eligible COVID related expenditures incurred during the period March 1, 2020, through December 30, 2020.

SUGGESTED MOTIONS:

To accept the grant award for the City of Dahlonega for reimbursement of COVID related expenditures up to \$381,824.03, and authorize the Mayor to execute the grant agreement and other required documents.

ATTACHMENTS:
