

MAYOR AND COUNCIL MEETING MONDAY, MAY 01, 2023 6:00 PM DALTON CITY HALL

AGENDA

PUBLIC MEETING - 5:00 P.M. - COUNCIL CHAMBER:

1. Public Information Meeting for Proposed Draft Charter

REGULAR MEETING - 6:00 P.M. - COUNCIL CHAMBER

Call to Order

<u>Pledge of Allegiance</u>

Approval of Agenda

<u>Public Commentary:</u> (Please Complete Public Commentary Contact Card Prior to Speaking)

Proclamation:

1. "Historic Preservation Month" - May 2023 - Dalton Historic Preservation Commission

Special Recognitions:

- <u>2.</u> Historic Preservation Commission Outstanding Preservation Projects for 2022:
 - Caleb Carnes for 200 N. Hamilton Street
 - Michelle Little and Kayla Dziuba for 202 S. Hamilton Street

Minutes:

3. Mayor and Council Minutes of April 17, 2023

Unfinished Business:

<u>4.</u> Ordinance 23-07 - Second Reading - To Repeal Ordinance 54-67 "Riding on apparatus" Of The City Of Dalton; To Establish An Effective Date; And For Other Purposes

Page 1 of 2

New Business:

- 5. Ordinance 23-08 The request of Marty Lane Pratt to rezone from Medium-Density Single-Family Residential (R-3) to Rural Residential (R-5) a tract of land totaling 0.25-acre located at 1425 Joan Street. Parcels (12-240-04-036)
- 6. Ordinance 23-09 The request of Charles & Bernita Cofield to rezone from Medium-Density Single-Family Residential (R-3) to Neighborhood Commercial (C-1) a tract of land totaling 2.82-acres located at 618 Veterans Drive. Parcel (12-202-12-007)
- 7. Resolution 23-10 Authorizing the Adoption and Approval of the 2023-2024 CDBG Program Annual Action Plan
- <u>8.</u> MOU between Dalton Parks and Recreation Department with Georgia Recreation and Parks Association to receive funding through the BOOST Program

Supplemental Business

Announcements

Adjournment

Page 2 of 2

PROCLAMATION



HISTORIC PRESERVATION MONTH MAY 2023



WHEREAS, the National Trust for Historic Preservation established May as Historic Preservation Month in 1973, as a way to promote historic places for the purpose of instilling community pride, promoting heritage tourism, and showing the social and economic benefits of historic preservation; and

WHEREAS, Historic Preservation helps maintain community character while enhancing livability and gives citizens a deeper understanding of their diverse heritage and a greater appreciation of our unique historic and natural resources; and

WHEREAS, Historic Preservation is an effective tool to build awareness with the concerns of neighborhood history, the city's heritage, and the economic benefits realized by initiating improvements and restoring a community to a thriving condition.

NOW, THEREFORE BE IT RESOLVED, I, David Pennington, Mayor of the City of Dalton, Georgia hereby proclaim May 2023 as "**HISTORIC PRESERVATION MONTH**" and proudly recognize our local Historic Preservation Commission for their dedicated efforts so that historic resources in our city can be preserved for future generations.

In witness whereof, I have hereunto set my hand and caused the seal of this city to be affixed.

Mayor		
Date	May 1, 2023	

Preservation Project Historic Preservation Outstanding City of Dalton Commission 2022

THE CITY OF DALTON MAYOR AND COUNCIL MINUTES APRIL 17, 2023

The Mayor and Council held a meeting this evening at 6:00 p.m. at City Hall. Present were Mayor David Pennington, Council members Annalee Sams, Dennis Mock, Tyree Goodlett and Steve Farrow and City Administrator Andrew Parker and City Attorney Terry Miller.

CALL TO ORDER

Mayor Pennington called the meeting of the Mayor and Council to order.

APPROVAL OF AGENDA

On the motion of Council member Sams, second Council member Goodlett, the Mayor and Council approved the agenda. The vote was unanimous in favor.

PUBLIC COMMENTARY

There were no public comments.

MINUTES

The Mayor and Council reviewed the Mayor & Council Work Session Minutes of April 3, 2023. On the motion of Council member Mock, second Council member Sams, the minutes were approved. The vote was unanimous in favor.

The Mayor and Council reviewed the Regular Meeting Minutes of Mayor & Council of April 3, 2023. On the motion of Council member Mock, second Council member Goodlett, the minutes were approved. The vote was unanimous in favor.

(2) 2023 NEW ALCOHOL APPLICATIONS

On the motion of Council member Sams, second Council member Mock, the Mayor and Council approved the following alcohol beverage applications:

Business Owner: Arsh Foodmart, Inc. d/b/a: Kwik Serv 10
Applicant: Ali Mukhtar

Business Address: 2224 Chattanooga Rd.

License Type: Package Beer (Convenience Store / Gas Station)

Disposition: New

Business Owner:

d/b/a:
Cigar Tyme Lounge, LLC
Cigar Tyme Lounge
Applicant:
Juan Carlos Escudero
Business Address:
267 N. Hamilton St.
License Type:
Pouring Liquor (Lounge)
License Addition

The vote was unanimous in favor.

Mayor and Council Minutes Page 2 April 17, 2023

<u>RENEWAL HVAC PREVENTATIVE MAINTENANCE AGREEMENT – OLD POST</u> OFFICE

Human Resources Director Greg Batts presented the Renewal of HVAC Preventative Maintenance Agreement – Old Post Office at a cost of \$4092.00 per year. On the motion of Council member Mock, second Council member Farrow, the Agreement was approved. The vote was unanimous in favor.

TASK ORDER 7 FOR CROY ENGINEERING

Airport Director Andrew Wiersma presented the Task Order 7 for Croy Engineering to Proceed with Design of Runway and Taxiway Pavement and Electrical Rehabilitation at Dalton Municipal Airport. Wiersma stated the total project cost is \$160,848 and the local match share is \$8042.40. On the motion of Council member Mock, second Council member Farrow, the Task Order was approved. The vote was unanimous in favor.

ARCADIS PROFESSIONAL SERVICES AGREEMENT TASK ORDER NO. 008

Public Works Director Chad Townsend presented the Arcadis Professional Services Agreement Task Order No. 008 for Small Project Engineering Services. Townsend stated the service is for small projects engineering support tasks of which are not related to larger capital improvement projects. On the motion of Council member Sams, second Council member Goodlett, the Agreement was approved. The vote was unanimous in favor.

RESOLUTION 23-09 – ACCEPTANCE OF DONATION OF LAND LOCATED AT 600 AND 602 SOUTH HAMILTON

City Administrator Andrew Parker presented Resolution 23-09 A Resolution Accepting the Donation of Land to The City of Dalton Located At 600 And 602 South Hamilton Street Known as Masonic Lodge No 238, A Property on The National Register of Historic Places; And for Related Purposes. On the motion of Council member Mock, second Council member Sams, the Resolution was approved. The vote was unanimous in favor.

FIRST READING ORDINANCE 23-07 TO REPEAL ORDINANCE 54-67 "RIDING ON APPARATUS"

The Mayor and Council reviewed the First Reading Ordinance 23-07 To Repeal Ordinance 54-67 "Riding on Apparatus" of the City of Dalton; To Establish an Effective Date; And for Other Purposes.

EXECUTIVE SESSION - POTENTIAL LITIGATION

On the motion of Council member Farrow, second Council member Sams, the Mayor and Council adjourned into Executive Session at 6:10 for potential litigation. The vote was unanimous in favor.

EXECUTIVE SESSION ADJOURNMENT

On the motion of Council member Farrow, second Council member Sams, the Mayor and Council adjourned out of Executive Session at 7:46. The vote was unanimous in favor.

Minutes	
Page 3	
April 17, 2023	
ADJOURNMENT There being no further business to come before Adjourned at 7:47 p.m.	ore the Mayor and Council, the meeting was
	Bernadette Chattam
	City Clerk
David Pennington, Mayor	
Recorded	
Approved:	
Post	

Mayor and Council



CITY COUNCIL AGENDA REQUEST

Meeting Type: Mayor & Council Meeting

Meeting Date: 5/1/23

Agenda Item: Ordinance 23-07 - Second Reading

Department: Fire Department

Requested By: Chief Todd Pangle

Reviewed/Approved by City Attorney?

Yes

Cost:

Funding Source if Not in Budget

Please Provide A Summary of Your Request, Including Background Information to Explain the Request:

The ordinance is to repeal Ordinance 54-67 "Riding on apparatus". The current ordinance no longer has any relevance in our day to day operations. The ordinance in its current state is restrictive in that it prohibits our department from being able to allow other cooperating agencies ride along with our crews in order to better understand our operation. By having a better understanding of our operation, the overall process of the emergency operations can function more proficiently. With the absence of this ordinance, the practice of having a non-employee ride an apparatus will be allowed through internal procedures and processes to include hold harmless agreements.

CITY OF DALTON ORDINANCE

Ordinance No. 23-07

To Repeal Ordinance 54-67 "*Riding on apparatus*" Of The City Of Dalton; To Establish An Effective Date; And For Other Purposes

WHEREAS, there exist potential benefits to the City of Dalton to enable under specified conditions an opportunity for County 911 Center trainees to ride a fire apparatus on a call to a fire;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Dalton and by authority of same IT IS HEREBY ORDAINED as follows:

-1-

Ordinance No. 54-67 captioned "*Riding on apparatus*" of the City of Dalton is hereby repealed in the interest of the public health, safety, and welfare.

-2-

This Ordinance shall take effect and be in force from and after its adoption and

publication in two (2) public places in the City of Dalton for five (5) consecutive days after its passage.

SO ORDAINED this ______ day of ________, 2023.

ADOPTED AND APPROVED on the ______ day of ________, 2023 at the regular meeting of the Mayor and Council of the City of Dalton.

The foregoing Ordinance received its first reading on _______ under the condition of the City of Dalton.

The foregoing Ordinance received its first reading on ______ under the condition of the City of Dalton.

The foregoing Ordinance received its first reading on ______ under the condition of the City of Dalton.

The foregoing Ordinance received its first reading on ______ under the condition of the City of Dalton.

The foregoing Ordinance received its first reading on _____ under the condition of the City of Dalton.

The foregoing Ordinance received its first reading on ______ under the condition of the City of Dalton.

The foregoing Ordinance received its first reading on ______ under the condition of the City of Dalton.

The foregoing Ordinance received its first reading on ______ under the condition of the City of Dalton.

The foregoing Ordinance received its first reading on ______ under the city of Dalton.

The foregoing Ordinance received its first reading on ______ under the city of Dalton.

The foregoing Ordinance received its first reading on ______ under the city of Dalton.

AYES,NAYS and the Ordinance DOES/DOES NOT pass. CITY OF DALTON By: Mayor ATTEST: City Clerk A true copy of the foregoing Ordinance has been published in two public places in the City of Dalton for five (5) consecutive days following its passage and its effective date is thereby the day of, 2023.	by Council member	, and upon the question the vote is
By:	AYES,	NAYS and the Ordinance DOES/DOES NOT pass.
ATTEST: City Clerk A true copy of the foregoing Ordinance has been published in two public places in the City of Dalton for five (5) consecutive days following its passage and its effective date is thereby		CITY OF DALTON
City Clerk A true copy of the foregoing Ordinance has been published in two public places in the City of Dalton for five (5) consecutive days following its passage and its effective date is thereby		By: Mayor
A true copy of the foregoing Ordinance has been published in two public places in the City of Dalton for five (5) consecutive days following its passage and its effective date is thereby	ATTEST:	
City of Dalton for five (5) consecutive days following its passage and its effective date is thereby	City Clerk	
	A true copy of the	ne foregoing Ordinance has been published in two public places in the
the, 2023.	City of Dalton for five (5) consecutive days following its passage and its effective date is thereby
	the day of	, 2023.



CITY COUNCIL AGENDA REQUEST

Meeting Type:	Mayor & Council Meeting	
Meeting Date:	5/1/2023	
Agenda Item:	The request of Marty Lane Pratt to rezone from Medium- Density Single-Family Residential (R-3) to Rural Residential (R-5) a tract of land totaling 0.25-acre located at 1425 Joan Street. Parcels (12-240-04-036)	
Department:	Planning and Zoning	
Requested By:	Ethan Calhoun	
Reviewed/Approved by City Attorney?	Sent for Review	
Cost:	N/A	
Funding Source if Not in Budget	N/A	
Please Provide A Summa Explain the Request:	rry of Your Request, Including Background Information to	
See the attached staff analysis.		

CITY OF DALTON ORDINANCE

Ordinance No. 23-08

An Ordinance Of The City Of Dalton To Rezone Certain Property Within The City Of Dalton From Medium-Density Single-Family Residential (R-3) To Rural Residential (R-5) Being A Tract of Land Totaling 0.25 Acre Located at 1425 Joan Street, Dalton, Georgia (Parcel No. 12-240-04-036); To Provide An Effective Date; And For Other Purposes

WHEREAS, Marty Land Pratt (Owner) has filed an application with the City to rezone property located at 1425 Joan Street (Parcel No. 12-240-04-036);

WHEREAS, the Property is currently zoned Medium-Density Single-Family Residential (R-3);

WHEREAS, the Owner is requesting the Property be rezoned to Rural Residential (R-5);

WHEREAS, the application for rezoning appears to be in proper form and made by all owners of the Property sought to be rezoned;

WHEREAS, the Planning Commission staff reports that the rezoning proposed is not incompatible with land uses in the neighborhood and thereby recommends approval of the requested R-5 rezoning; and

WHEREAS, the Dalton-Varnell-Whitfield County Planning Commission considered the proposed rezoning of the Property at a duly noticed public hearing held on April 24, 2023 and subsequently forwarded its favorable recommendation to the Mayor and Council for rezoning the property to R-5 with the following conditions; (1) No manufactured homes; (2) Minimum dwelling size of 1,000 sq. ft. per unit;

BE IT ORDAINED by the Mayor and Council of the City of Dalton in regular meeting assembled and by authority of the same it is hereby ordained as follows:

-1-

The recitals contained herein above are incorporated herein by reference and are adopted as findings and determinations of the Mayor and Council.

-2-

The Property located at 1425 Joan Street identified as Parcel No. 12-240-04-036 is hereby

Ordinance No.: 23-08
Page 1 of 3

rezoned from Medium-Density Single-Family Residential (R-3) to Rural Residential (R-5) in accordance with the recommendation of the Dalton-Varnell-Whitfield County Planning Commission which incorporates two conditions: 1. No manufactured homes shall be located or situated on the property; and 2. Minimum dwelling unit size shall be 1,000 square feet per unit.

-3-

The Unified Zoning Map of the City of Dalton shall be amended to conform to and reflect the rezoning of the Property as approved herein. City Staff is authorized and directed to take all actions necessary to effectuate the rezoning of the Property as approved herein including recordation in the deed records of Whitfield County, Georgia establishing public notice of the zoning conditions.

-4-

Should any section or provision of this Ordinance be declared by a Court of competent jurisdiction to be unconstitutional, invalid or unlawful, such declaration shall not affect the validity of the remaining portions of the Ordinance not so declared to be unconstitutional, invalid, or unlawful.

-5-

All resolutions and ordinances of the City of Dalton or parts thereof in conflict herewith are hereby repealed.

-6-

This Ordinance shall take effect and be in force from and after its adoption and publication in two public places within the City of Dalton for five (5) consecutive days, the public welfare of the City of Dalton requiring it.

ADOPTED AND APPROVED on the _____ day of ______, 20___, at the regular meeting of the Mayor and Council of the City of Dalton.

The foregoing Ordinance received its first reading on _____ and a second reading on _____. Upon second reading a motion for passage of the Ordinance was made by Councilmember ______, second by Councilmember

Ordinance No.: 23-08
Page 2 of 3

and upon the	he question the vote is
ayes, nays and the Ordi	nance is adopted.
	CITY OF DALTON, GEORGIA
Attest:	MAYOR
CITY CLERK	
A true copy of the foregoing Ordinance	has been published in two public places within the
City of Dalton for five (5) consecutive days follo	wing passage of the above-referenced Ordinance as
of the, 20	
	CITY CLERK CITY OF DALTON

Ordinance No.: 23-08
Page **3** of **3**

DALTON-VARNELL-WHITFIELD COUNTY PLANNING COMMISSION 503 WEST WAUGH STREET DALTON, GA 30720

MEMORANDUM

TO: City of Dalton Mayor and Council

Andrew Parker Terry Miller Jean Garland

FROM: Jim Lidderdale

Chairman

DATE: April 25, 2023

SUBJECT: The request of Marty Lane Pratt to rezone from Medium-Density Single-Family Residential (R-3) to Rural Residential (R-5) a tract of land totaling 0.25-acre located at 1425 Joan Street. Parcels (12-240-04-036) (Dalton)

The most recent meeting of the Dalton-Varnell-Whitfield County Planning Commission was held on April 24, 2023 at 6:00 p.m. at the Whitfield County Courthouse meeting room. A portion of the agenda included a public hearing concerning the above matter. A quorum of five members of the Planning Commission was present. All legal requirements for advertising and posting the public hearing were met. The petition was represented by Marty Lane Pratt.

Public Hearing Summary:

Mr. Calhoun summarized the staff analysis which recommended the R-5 rezoning be approved with conditions. There were no further questions for Calhoun.

Marty Lane Pratt stated that he intends to replace his manufactured home with a duplex so that he can live in one unit and rent the other unit.

With no other comments heard for or against, this hearing closed at approximately 6:17pm.

Recommendation:

Chairman Lidderdale sought a motion on the requested R-5 rezoning. Jody McClurg then made a motion to approve the R-5 rezoning with the conditions listed in the staff analysis. Octavio Perez then seconded the motion and a unanimous recommendation to approve the R-5 rezoning followed, 4-0.

STAFF ANALYSIS REZONING REQUEST Unified Zoning Ordinance

ZONING CASE: Marty Lane Pratt is seeking to rezone from Medium Density Single-Family Residential (R-3) to Rural Residential (R-5) a tract of land (parcel 12-240-04-036) containing a total of 0.25-acres located at 1425 Joan Drive. The tract is currently developed with a manufactured home. The rezoning request to R-5 is sought in order to remove the manufactured home and replace it with a duplex dwelling.

The surrounding uses and zoning are as follows: 1) to the north, is an 1.5-acre tract of land zoned R-3 that contains a church. Also to the north is a 0.3-acre tract of land that is zoned R-3 that contains a single-family detached dwelling; 2) to the east, is an undeveloped 2.64-acre tract of land across Robinwood Drive zoned R-3; 3) to the south, is 0.27-acre tract of land across Joan Drive that is zoned R-3 and contains a single-family detached dwelling; 4) To the west, is a 0.25-acre tract of land zoned R-3 that contains a single-family detached dwelling. A review of the zoning map and existing development indicates that this area is predominantly zoned for single-family detached residential land use with the exception of the adjacent church.

The subject property is within the jurisdiction of the City of Dalton Mayor and Council.

CONSIDERING FACTORS FOR A REZONING/ANNEXATION ANALYSIS

(A) Whether the proposed amendment would allow a use that is generally suitable for the site compared to other possible uses and whether the proposed change is consistent with the established land use pattern and zoning of adjacent and nearby properties.

This area is part of a large R-3 zone district where the majority of development is single-family detached residential. This neighborhood transitions to higher-density residential and commercial development to the south nearing East Morris Street. The subject property has been non-conforming for quite some time as a manufactured home. The adjacent church is the only non-residential development in the immediate vicinity. The primary differences between the R-3 and R-5 zone districts if the fact that R-5 permits manufactured homes and duplex dwellings. The petitioner's proposal is to remove the manufactured home from the subject property and replace it with a duplex. While there are no adjacent multi-family dwellings, there are multi-family developments nearby. If the subject property is rezoned with conditions to prohibit manufactured homes and require the proposed duplex to meet a minimum of 1,000 sq. ft. per dwelling unit, the proposed redevelopment would reflect a similar character to the density of this neighborhood.

(B) Whether the proposed amendment would adversely affect the economic value or the uses of adjacent and nearby properties.

The subject property has been in non-conformity now for some time as a manufactured home in the R-3 zone district. Manufactured homes depreciate in value based on the National Auto Dealers Association's assessment. The proposed redevelopment of the

subject property would replace the aging manufactured home with a site-built residential duplex. A condition to require the proposed duplex to meet a minimum dwelling unit size of 1,000 sq. ft. would impose the same dwelling unit size as all adjacent properties.

(C) Whether the subject property has a reasonable economic use as currently zoned, considering the suitability of the subject property for the proposed zoned uses.

While the subject property has been non-conforming for some time now, there is nothing to prevent the subject property from being redeveloped as a conforming R-3 property. The proposed rezoning, however, could be conditioned as such to allow only a site-built residential duplex with a minimum dwelling size of 1,000 sq. ft. The subject property could be redeveloped as proposed with additional conditions to minimize the impact on adjacent and surrounding single-family properties.

- (D) Whether there is relative gain to the health, safety, morals, or general welfare of the public as compared to any hardship imposed upon the individual owner under the existing zoning. $\ensuremath{\text{N/A}}$
- (E) Whether the proposed (R-5) amendment, if adopted or approved, would result in a use which would or could cause an excessive or burdensome use of existing streets, schools, sewers, water resources, police and fire protection, or other utilities, as contrasted with the impact under the existing zoning.

 No burden to public utilities or infrastructure is expected if this rezoning is approved. The limited size of the subject property and the proposed rezoning would not increase density enough to have a notable impact to traffic or utilities.
- (F) Whether the property sought to be rezoned (or annexed) is in conformity with the policy and intent of the adopted joint comprehensive plan or equivalent. If not, has the plan already been amended, officially or unofficially, by the development of uses which are contrary to the plan recommendation, and if the plan has been amended, does this rezoning or annexation request allow uses which are compatible to the existing uses in the vicinity.

The Comprehensive Plan's future development map shows this property to be within the Suburban Neighborhood character area. This character area is intended to protect the established residential neighborhoods throughout Whitfield County from development that would compromise the integrity of the suburban neighborhoods. Single-family detached residential development is always intended to be the primary development pattern in this character area, but the proposed rezoning could be conditioned as to improve the quality of the subject property while mitigating the impact to the surrounding neighborhood. One of the recommended patterns of development is that infill development and redevelopment within this character area be reflective of the established development pattern of the existing neighborhood. Conditions prohibiting manufactured homes and requiring the proposed duplex dwelling units to be a minimum of 1,000 sq. ft. each would maintain both the site-built character of this area as well as the dwelling unit size required in the R-3 zone district. Given the current state of the subject property along

with it being adjacent to a non-residential use, staff consider the proposed R-5 rezoning with conditions to be a reasonable use of the subject property without compromising the integrity of the surrounding neighborhood.

(G) Whether there are any other conditions or transitional patterns affecting the use and development of the property to be rezoned or annexed, which give grounds for approval or disapproval of the proposed zoning proposal. Whether the proposed zoning change constitutes an "entering wedge" and is a deterrent to the use, improvement, or development of adjacent property within the surrounding zone districts or would create an isolated, unrelated district (spot zone) as interpreted by current Georgia law.

The requested R-5 rezoning would create an island of R-5 entirely surrounded by the R-3 zone district. While this would be an island of R-5, there would not be an issue of spot zoning due to the fact that both R-3 and R-5 are each of solely residential character. The R-3 and R-5 zone districts are different in the fact that R-3 only permits single-family detached dwellings while the R-5 zone district permits manufactured homes as well as duplexes. There are other multi-family dwellings near the subject property including a quadplex along Pinehill Drive just south of the subject property. This planner is of the opinion that the replacement of the manufactured home with a duplex would be considered an improvement to the subject property if conditions are met. The duplex would need to consist of units of at least 1,000 sq. ft. each in order to reflect comparable dwelling units in this area. Another condition to prevent an entering wedge effect would be to prohibit manufactured homes on the subject property to ensure that the proposed duplex would be site built as to reflect the site-built nature of all surrounding properties.

(H) Whether the subject property, as currently zoned, is vacant and undeveloped for a long period of time, considered in the context of land development in the vicinity or whether there are environmental or cultural factors, like steep slopes, flood plain, storm water, or historical issues that influence the development of the subject property under any zoning designation.

N/A

CONCLUSION:

The staff can provide a recommendation to approve the requested R-5 rezoning of the subject property based on the following factors and conditions:

- 1. The requested R-5 rezoning would allow for the subject property to be redeveloped in a manner which would maintain the site-built character of this area as well as the dwelling unit density.
- 2. The R-5 rezoning can be made with conditions to prohibit manufactured homes and require the proposed duplex to meet the same dwelling unit area as permitted in the R-3 zone district in order to mitigate concern for the impact to any adjacent or surrounding property values.

3. This planner believes that the proposed rezoning would not be in conflict with the Comprehensive Plan by allowing the petitioner to redevelop the subject property for a residential use that would be of a similar dwelling unit density as seen in the area. The replacement of the manufactured home with a site-built structure would be more reflective of the established development pattern than the existing manufactured home.

Conditions

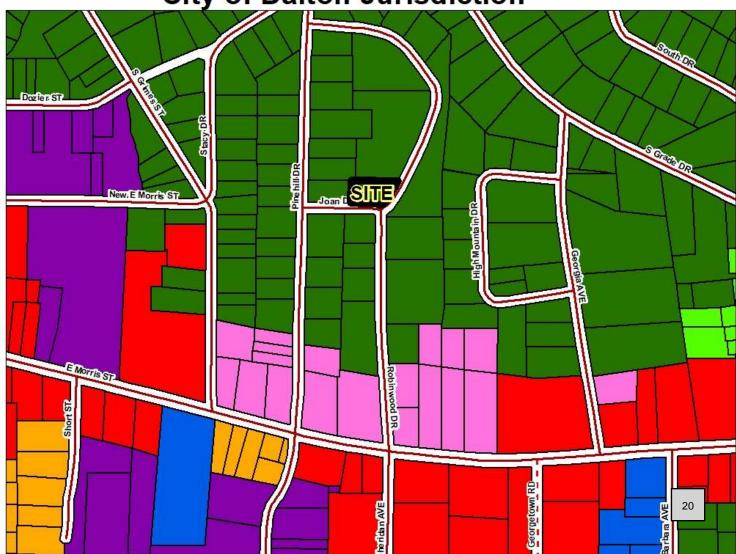
- 1. Prohibit manufactured homes on the subject property to ensure site-built character reflected throughout this area.
- 2. Require the proposed duplex to meet the minimum dwelling unit area of 1,000 sq. ft. per dwelling unit.





Pratt Rezoning Request R-3, Medium Density Single Family Residential to

R-5, Rural Residential City of Dalton Jurisdiction





Pratt Rezoning Request R-3, Medium Density Single Family Residential to

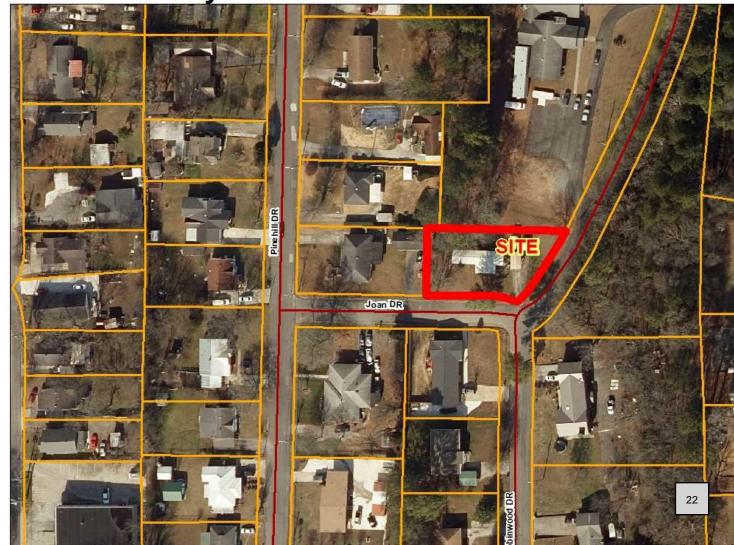
R-5, Rural Residential City of Dalton Jurisdiction





Pratt Rezoning Request R-3, Medium Density Single Family Residential to

R-5, Rural Residential City of Dalton Jurisdiction



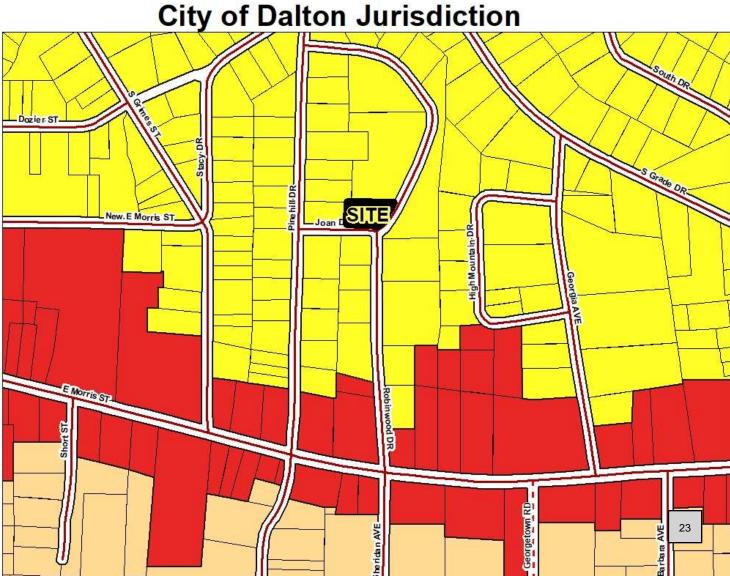


Pratt Rezoning Request R-3, Medium Density Single Family Residential to

R-5, Rural Residential City of Dalton Jurisdictio



FEET 250





CITY COUNCIL AGENDA REQUEST

Meeting Type:	Mayor & Council Meeting
Meeting Type:	mayor & Council Meeting

Meeting Date: 5/1/2023

Agenda Item: The request of Charles & Bernita Cofield to rezone from

Medium-Density Single-Family Residential (R-3) to Neighborhood Commercial (C-1) a tract of land totaling 2.82-acres located at 618 Veterans Drive. Parcel (12-202-12-

007)

Department: Planning and Zoning

Requested By: Ethan Calhoun

Reviewed/Approved by City Attorney?

Sent for Review

Cost: N/A

Funding Source if Not N/A

in Budget

Please Provide A Summary of Your Request, Including Background Information to Explain the Request:

r i i i i i i i i i i i i i i i i i i i	
See the attached staff analysis.	

CITY OF DALTON ORDINANCE

Ordinance No. 23-09

An Ordinance Of The City Of Dalton To Rezone Certain Property Within The City Of Dalton From Medium-Density Single-Family Residential (R-3) To Neighborhood Commercial (C-1) Being A Tract of Land Totaling 2.82 Acres Located at 618 Veterans Drive Dalton, Georgia (Parcel No. 12-202-12-007); To Provide An Effective Date; And For Other Purposes

WHEREAS, Charles and Bernita Cofield (Owners) have filed an application with the City to rezone property located at 618 Veterans Drive (Parcel No. 12-202-12-007);

WHEREAS, the Property is currently zoned Medium-Density Single-Family Residential (R-3);

WHEREAS, the Owner is requesting the Property be rezoned to Neighborhood Commercial (C-1);

WHEREAS, the application for rezoning appears to be in proper form and made by all owners of the Property sought to be rezoned;

WHEREAS, the Planning Commission staff reports that the rezoning proposed is not incompatible with land uses in the neighborhood and thereby recommends approval of the requested C-1 rezoning; and

WHEREAS, the Dalton-Varnell-Whitfield County Planning Commission considered the proposed rezoning of the Property at a duly noticed public hearing held on April 24, 2023 and subsequently forwarded its favorable recommendation to the Mayor and Council for rezoning the property to C-1;

BE IT ORDAINED by the Mayor and Council of the City of Dalton in regular meeting assembled and by authority of the same it is hereby ordained as follows:

-1-

The recitals contained herein above are incorporated herein by reference and are adopted as findings and determinations of the Mayor and Council.

-2-

The Property located at 618 Veterans Drive identified as Parcel No. 12-202-12-007 is

Ordinance No.: 23-09
Page 1 of 3

hereby rezoned from Medium-Density Single-Family Residential (R-3) to Neighborhood Commercial (C-1) in accordance with the recommendation of the Dalton-Varnell-Whitfield County Planning Commission.

-3-

The Unified Zoning Map of the City of Dalton shall be amended to conform to and reflect the rezoning of the Property as approved herein. City Staff is authorized and directed to take all actions necessary to effectuate the rezoning of the Property as approved herein.

-4-

Should any section or provision of this Ordinance be declared by a Court of competent jurisdiction to be unconstitutional, invalid or unlawful, such declaration shall not affect the validity of the remaining portions of the Ordinance not so declared to be unconstitutional, invalid, or unlawful.

-5-

All resolutions and ordinances of the City of Dalton or parts thereof in conflict herewith are hereby repealed.

-6-

This Ordinance shall take effect and be in force from and after its adoption and publication in two public places within the City of Dalton for five (5) consecutive days, the public welfare of the City of Dalton requiring it.

ADOPTED AND APPROVED on the _____ day of _______, 20___, at the regular meeting of the Mayor and Council of the City of Dalton.

91/95	and upon the question the vote is	
was made by Councilmember	•	
was mada by Councilmambar	second by	Councilmember
reading on	Upon second reading a motion for pa	assage of the Ordinance
The foregoing Ordinar	nce received its first reading on	and a second

Ordinance No.: 23-09 Page 2 of 3

	CITY OF DALTON, GEORGIA
Attest:	MAYOR
CITY CLERK	
A true copy of the foregoing Ordinance ha	as been published in two public places within the
City of Dalton for five (5) consecutive days follow	ring passage of the above-referenced Ordinance as
of the, 20	
	CITY CLERK
	CITY OF DALTON

Ordinance No.: 23-09
Page **3** of **3**

DALTON-VARNELL-WHITFIELD COUNTY PLANNING COMMISSION 503 WEST WAUGH STREET DALTON, GA 30720

MEMORANDUM

TO: City of Dalton Mayor and Council

Andrew Parker Terry Miller Jean Garland

FROM: Jim Lidderdale

Chairman

DATE: April 25, 2023

SUBJECT: The request of Charles & Bernita Cofield to rezone from Medium-Density Single-Family Residential (R-3) to Neighborhood Commercial (C-1) a tract of land totaling 2.82-acres located at 618 Veterans Drive. Parcel (12-202-12-007) (Dalton)

The most recent meeting of the Dalton-Varnell-Whitfield County Planning Commission was held on April 24, 2023 at 6:00 p.m. at the Whitfield County Courthouse meeting room. A portion of the agenda included a public hearing concerning the above matter. A quorum of five members of the Planning Commission was present. All legal requirements for advertising and posting the public hearing were met. The petition was represented by Tom Minor.

Public Hearing Summary:

Mr. Calhoun summarized the staff analysis which recommended the C-1 rezoning be approved. Chairman Lidderdale asked Calhoun if it would be possible to divide the subject property to create a second lot. Calhoun stated a division would be possible, but development would be limited due to parking area. There were no further questions for Calhoun.

Tom Minor represented the petitioner with power of attorney. Minor first gave a brief history of the subject property since its initial development in the early 1950's. Minor went on to state that the prospective owner/tenant of the building plans to open a bakery as an expansion of their existing business.

Vicky Alt, a county resident, stated that she was not opposed to the proposed bakery, but Alt asked the Planning Commission to ensure that no Dollar General store would be constructed on the subject property.

With no other comments heard for or against, this hearing closed at approximately 6:27pm.

Recommendation:

Chairman Lidderdale sought a motion on the requested C-1 rezoning. David Pennington then made a motion to recommend the requested C-1 rezoning. Octavio Perez then seconded the motion and a unanimous recommendation to approve the requested C-1 rezoning followed, 4-0.

STAFF ANALYSIS REZONING REQUEST Unified Zoning Ordinance

ZONING CASE: Charles and Bernita Cofield are seeking to rezone from Rural Residential (R-5) to Neighborhood Commercial (C-1) a tract of land (parcel 12-202-12-007) containing a total of 2.82-acres located at 618 Veterans Drive. The tract is currently developed with a vacant commercial building. The rezoning request to C-1 is sought in order to remodel and re-occupy the vacant commercial building.

The surrounding uses and zoning are as follows: 1) to the north, is an undeveloped 2.72-acre tract of land zoned R-3; 2) to the east, is the 6.10-acre tract of land zoned R-3 that contains a ball field associated with the adjacent church. Also to the east is a 3-acre tract of land zoned R-3 that contains a church complex; 3) to the south, is an undeveloped 2.5-acre tract of land associated with the adjacent church; 4) To the west, are nine adjacent tracts of land across Veterans Drive zoned R-3 of which eight tracts contain single-family detached dwellings. A review of the zoning map and existing development indicates that this area is predominantly zoned for single-family detached residential land use with islands of multi-family zoning and a nearby neighborhood commercial district.

The subject property is within the jurisdiction of the City of Dalton Mayor and Council.

CONSIDERING FACTORS FOR A REZONING/ANNEXATION ANALYSIS

(A) Whether the proposed amendment would allow a use that is generally suitable for the site compared to other possible uses and whether the proposed change is consistent with the established land use pattern and zoning of adjacent and nearby properties.

The subject property has been developed for commercial use since 1959 according to the Tax Accessor's records. While this area is clearly dominated by the R-3 zone district, the subject property has been developed for commercial use for many years. The existing development in this area also shows non-residential uses adjacent to the subject property including the large church and ball fields. A small neighborhood commercial district also exists just one tract south of the subject property at the intersection of Veterans Drive and Underwood Road. The proposed C-1 rezoning would create an island of C-1 surrounded by the R-3 zone district, but the majority of adjacent properties are not developed for residential use. The C-1 zone district may be the best possible district for the subject property at this location given its existing state and lack of use as currently zoned.

(B) Whether the proposed amendment would adversely affect the economic value or the uses of adjacent and nearby properties.

One must always consider the potential for property values when there is a commercial rezoning adjacent to a single-family neighborhood. The subject property, however, has been developed and utilized commercially for decades. The argument can be made in the case of the subject property that the proposed C-1 rezoning and investment would be an improvement as compared to the property's continued vacancy and aesthetic decline.

The limitations in the C-1 zone district should prevent intensive uses that could threaten the adjacent neighborhood.

(C) Whether the subject property has a reasonable economic use as currently zoned, considering the suitability of the subject property for the proposed zoned uses.

The subject property has been developed and utilized commercially for several decades according to our records. The R-3 zoning of the subject property leaves no reasonable use for the subject property other than a complete demolition and residential redevelopment. The proposed rezoning would grant the opportunity for the vacant commercial building on the subject property to be remodeled and occupied for neighborhood-scale commercial use.

- (D) Whether there is relative gain to the health, safety, morals, or general welfare of the public as compared to any hardship imposed upon the individual owner under the existing zoning.

 N/A
- (E) Whether the proposed (C-1) amendment, if adopted or approved, would result in a use which would or could cause an excessive or burdensome use of existing streets, schools, sewers, water resources, police and fire protection, or other utilities, as contrasted with the impact under the existing zoning.

 No burden to public utilities or infrastructure is expected if this rezoning is approved.
- (F) Whether the property sought to be rezoned (or annexed) is in conformity with the policy and intent of the adopted joint comprehensive plan or equivalent. If not, has the plan already been amended, officially or unofficially, by the development of uses which are contrary to the plan recommendation, and if the plan has been amended, does this rezoning or annexation request allow uses which are compatible to the existing uses in the vicinity.

The comprehensive plan's future development map shows this property to be within the Town Neighborhood Revitalization character area. This character area is intended to promote investment into areas where housing stock and infrastructure is aging. The subject property is a good example of an area in need of investment. This property has been vacant now for a number of years and has since declined in condition. While the proposed rezoning would introduce a commercial zone to this residential area, the established pattern of development indicated that commercial development has existed here for quite some time. Intensive commercial use of the subject property would raise concern with the impact to the neighborhood, but the low-intensity uses permitted in the C-1 zone district give less concern for negative impact to the neighborhood. The fact that the subject property has existed as a commercial building for many years gives grounds for considering a rezoning aimed at creating a conforming status.

(G) Whether there are any other conditions or transitional patterns affecting the use and development of the property to be rezoned or annexed, which give grounds for approval or disapproval of the proposed zoning proposal. Whether the

proposed zoning change constitutes an "entering wedge" and is a deterrent to the use, improvement, or development of adjacent property within the surrounding zone districts or would create an isolated, unrelated district (spot zone) as interpreted by current Georgia law.

The requested C-1 rezoning would create an island of commercial zoning within a large R-3 zone district. A closer look at the subject property, however, shows us that the subject property itself has been developed for commercial use for several decades. The large adjacent church and nearby neighborhood commercial development at the crossroads indicate that the subject property is not greatly separated from existing community activity centers. The issue of creating an entering wedge or spot zone, in this case, is minimal based on the existing character of the area including the nearby commercial zone district.

(H) Whether the subject property, as currently zoned, is vacant and undeveloped for a long period of time, considered in the context of land development in the vicinity or whether there are environmental or cultural factors, like steep slopes, flood plain, storm water, or historical issues that influence the development of the subject property under any zoning designation.

N/A

CONCLUSION:

The staff can provide a recommendation to approve the requested C-1 rezoning of the subject property based on the following factors:

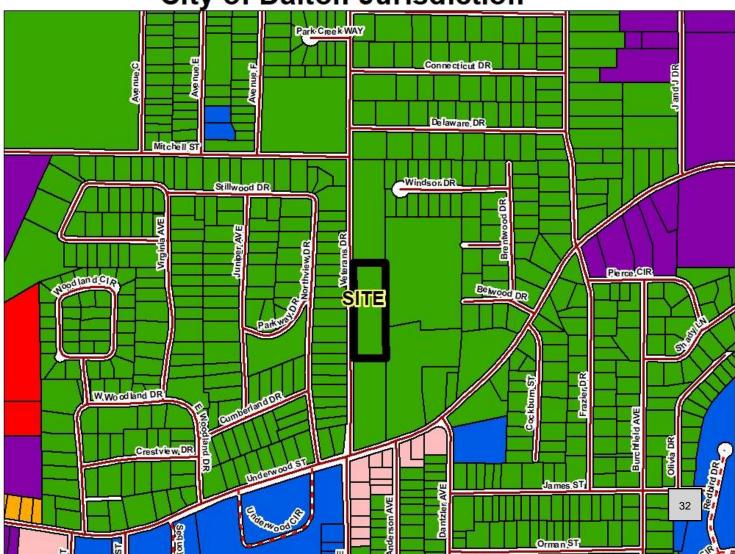
- The requested C-1 rezoning would allow for a conforming use of the subject property based on its existing commercial development while limiting the scale of commercial development.
- 2. The C-1 rezoning would not alter the established character of this area given the long-standing existence of the subject property's commercial building. The adjacent church complex and nearby neighborhood commercial zone district do not raise concern for a spot zone or entering wedge.
- 3. This planner believes that the proposed rezoning would be in compliance with the Comprehensive Plan by allowing the petitioner to invest in a vacant and partially blighted commercial building. If the subject property is not rezoned for commercial use, it will likely continue to deteriorate and remain vacant.





Cofield Rezoning Request R-5, Rural Residential to

C-1, Neighborhood Commercial City of Dalton Jurisdiction





Cofield Rezoning Request R-5, Rural Residential to

C-1, Neighborhood Commercial City of Dalton Jurisdiction





Cofield Rezoning Request R-5, Rural Residential to

C-1, Neighborhood Commercial City of Dalton Jurisdiction

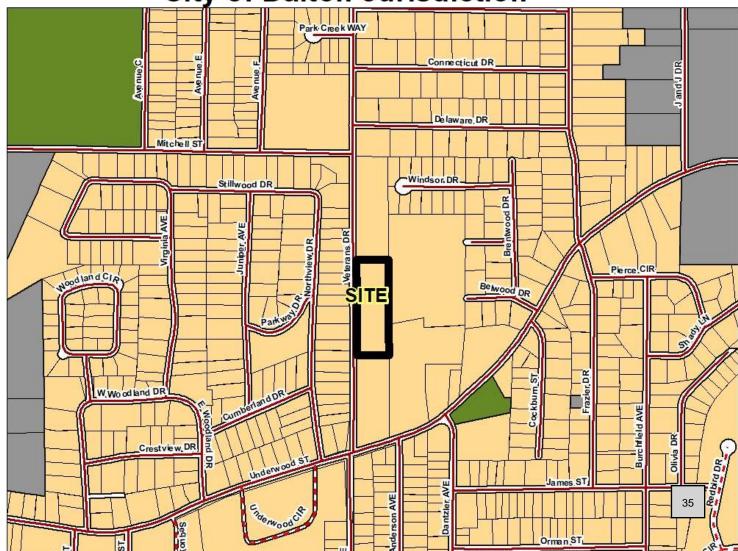






Cofield Rezoning Request R-5, Rural Residential to

C-1, Neighborhood Commercial City of Dalton Jurisdiction





CITY COUNCIL AGENDA REQUEST

Meeting Type: Mayor & Council Meeting

Meeting Date: 5-1-23

Agenda Item: CDBG 2023 Annual Action Plan

Department: Finance

Requested By: Cindy Jackson

Reviewed/Approved by

City Attorney?

NA

Cost: \$367,688

Funding Source if Not in

Budget

Community Development Block Grant Funds

Please Provide A Summary of Your Request, Including Background Information to Explain the Request:

As a Community Development Block Grant program recipient, the City of Dalton is required to prepare an Annual Action Plan (AAP). The AAP serves as the City's concise summary of the actions, activities, and specific federal and non-federal resources that will be used for the current funding year to address the specific goals identified in the City's 5-Year Consolidate Plan. The City has been awarded \$367,688 for the 2023 – 2024 program year.

RESOLUTION 23-10

A RESOULUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF DALTON, GEORGIA, AUTHORIZING THE ADOPTION AND APPROVAL OF THE FISCAL YEAR 2023-2024 ANNUAL ACTION PLAN UNDER THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM.

WHEREAS, the City of Dalton has been designated as an "Entitlement Community" and therefore receives direct annual funding from the U.S. Department of Housing and Urban Development (HUD) for the Community Development Block Grant Program; and

WHEREAS, HUD requires Entitlement Communities to prepare and approve an Annual Action Plan for each of the five years under the Consolidated Plan in order to establish activities associated with priorities designated under the Consolidated Plan; and

WHEREAS, the Draft Fiscal Year 2023 Action Plan has been published for the HUD-required 30-day citizen participation review and comment period commencing on March 22, 2023 and ending on April 24, 2023;

NOW, THEREFORE BE IT RESOLVED, by the Mayor and City Council of the City of Dalton, Georgia that the Fiscal Year 2023 Annual Action Plan be adopted and forwarded to HUD and that approval of the Draft Plan includes responses to citizen comments and any HUD required directives; and that this Resolution shall be effective upon adoption.

NOW, THEREFORE, this Resolution was unanimously adopted by the City of Dalton Mayor and Council on this 1st day of May, 2023.

	CITY OF DALTON, GEORGIA
	David Pennington Mayor
ATTESTED TO:	
City Clerk	



CITY OF DALTON

2023 ANNUAL ACTION PLAN



City of Dalton 300 West Waugh Street Dalton, GA 30720

Website: www.daltonga.gov Phone: (706) 529-2470 Email: cdbg@daltonga.gov

Table of Contents

Executive Summary	
AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)	2
PR-05 Lead & Responsible Agencies – 91.200(b)	6
AP-10 Consultation – 91.100, 91.200(b), 91.215(I)	7
AP-12 Participation – 91.105, 91.200(c)	12
Expected Resources	14
AP-15 Expected Resources – 91.220(c)(1,2)	14
Annual Goals and Objectives	16
AP-35 Projects – 91.220(d)	19
AP-50 Geographic Distribution – 91.220(f)	20
Affordable Housing	21
AP-55 Affordable Housing – 91.220(g)	21
AP-60 Public Housing – 91.220(h)	22
AP-65 Homeless and Other Special Needs Activities – 91.220(i)	23
AP-75 Barriers to affordable housing – 91.220(j)	26
AP-85 Other Actions – 91.220(k)	27
Program Specific Requirements	29

Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

As recipients of federal grant funds, HUD requires the City of Dalton to produce a Five-Year Consolidated Plan and Annual Action Plan. It also serves as the application for funding for the Community Development Block Grant (CDBG) federal entitlement program that serves low-income individuals and families.

The City of Dalton's Five-Year Consolidated Plan (Con Plan) identifies the community's affordable housing, community development, and economic development needs. It outlines a comprehensive and coordinated strategy for addressing them. The City's current five-year strategy will focus primarily on devoting federal resources to areas in the city where the greatest concentration of poverty exists. The Program Year (PY) 2023 Annual Action Plan will continue to meet these needs.

HUD has established three priority goals for jurisdictions across the country to pursue as part of their consolidated planning efforts: decent housing, a suitable living environment, and providing economic opportunity. The City attains these goals by utilizing CDBG funds consistent with the following performance measures:

<u>Decent Housing</u>: The provision of decent housing assists the homeless and persons at risk of becoming homeless in obtaining housing; retains the existing units in the housing stock; increases the availability of permanent housing in standard condition and affordable cost to low- and moderate-income (LMI) families. Decent housing also increases the supply of supportive housing with services needed to enable persons with special needs to live independently and provides affordable housing for low to moderate-income persons in areas that are accessible to job opportunities.

<u>Suitable living environment</u>: The provision of a suitable living environment improves the safety and livability of neighborhoods; increases access to quality public and private facilities and services; reduces the isolation of income groups within a community or geographical area by offering housing opportunities for persons of lower-income and revitalizes deteriorating or deteriorated neighborhoods; restores, enhances, and preserves natural and physical features of unique value for historic, architectural or aesthetic reasons; and conserves energy resources.

<u>Provide economic opportunity</u>: The provision of expanded economic opportunities creates and retains jobs; establishes, stabilizes, and expands small businesses (including microbusinesses); provides public services concerned with employment; provides jobs to lowincome persons living in areas affected by those programs and activities; makes available mortgage financing for low-income persons at reasonable rates using nondiscriminatory lending practices; provides access to capital and credit for development activities that promote the long-term economic and social viability of the community, and provides empowerment and self-sufficiency opportunities for low-income persons to reduce generational poverty in federally-assisted and public housing.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan, or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis, or the strategic plan.

During the development of the Consolidated Plan, the City identified four priority needs. Guidelines for addressing these priority needs over the next year are summarized below:

Affordable Housing

Housing Rehabilitation

Public Facility and Infrastructure Improvements

- Rehabilitation, acquisition, accessibility improvements of neighborhood facilities
- Park Improvements
- Sidewalk and Infrastructure Improvements
- Support services for populations with special needs (e.g., elderly, persons with disabilities)

Public Services

- Services for the homeless and at-risk populations
- Youth and childcare programs
- Food Delivery Program

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The goals and projects identified in this Annual Action Plan were developed using strategies that have been proven successful, revisions to past approaches, and new strategies where needed. The City of Dalton reported a total of \$389,220.08 in CDBG expenditures to address community development needs in its most recent Consolidated Annual Performance Evaluation Report (CAPER). The City highlights these projects below:

- A total of \$13,932.80 in CDBG funds was expended for public services activities for low-income households served by Northwest Georgia Family Crisis Center, Inc.;
 \$56,996.61 of CDBG funds was expended by the City of Dalton for administration and planning activities;
 \$17,842.27 in CDBG funds was expended for public services activities for low homeless or at-risk of homeless Latino households served by Latin American Association.
- A total of \$10,110.00 in CDBG funds was expended for public services activities for operating costs for student tuition for low income families served by Friendship House.; The City of Dalton through the Dalton Housing Authority utilized \$160,000.00 of CDBG funds to rehabilitate existing affordable rental housing units for LMI households plus special needs and/or homeless individuals; The City of Dalton through the City of Refuge also utilized \$103,338.40 of CDBG funds for public facility renovations consisting of roofing repairs.

CDBG-CV EXPENDITURES

A total of \$280,729.02 in CDBG-CV funds were used to address a wide range of public services to prevent, prepare for, and respond to coronavirus in 2020. During the 2021 Program Year, the City of Dalton expended \$140,364.51 in CDBG-CV funds for rental assistance for low-income households, the food delivery program for low-income households, the small business loan program, and administration and planning. The following provides a highlight of some of the projects that were completed in 2021.

The City of Dalton through the Dalton Whitfield Community Development Corporation utilized \$52,882.02 of CDBG-CV funds for rental assistance for low-income households. The City of Dalton utilized \$56,249.70 of CDBG-CV funds for its Food Delivery Program for low-income households. The City of Dalton utilized \$1,920.00 in CDBG-CV funds for the small

business loan program to provide short-term loan relief to businesses within the corporate limits of Dalton that are seeing a reduction in revenue because of COVID-19. A total of \$29,312.79 of CDBG-CV funds was expended by the City of Dalton for administration and planning activities.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of the plan.

During PY2023, the City of Dalton held two (2) Public Review Meeting to solicit comments on the 2023 Annual Action Plan at the Mack Gaston Community Center located at 218 N. Frederick St, Dalton, GA 30721 at 1:00 P.M on Wednesday, March 29, 2023 and Wednesday, April 12, 2023. A 30-day comment period commenced on Wednesday, March 22, 2023 and concluded on Monday, April 24, 2023. The PY2023 Annual Action Plan draft is available for review in hard copy at the City of Dalton City Hall located at 300 W. Waugh Street, Dalton, GA 30722.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

All comments have been included in the Plan.

6. Summary of comments or views not accepted and the reasons for not accepting them

The City of Dalton's CDBG Program Office accepted all comments received during the Public Comment Period and Public Review Meeting.

7. Summary

This Annual Action Plan identifies projects in which the City will use CDBG funds to carry out previously identified priorities established in the City's PY2019-2023 Consolidated Plan. Identifying these specific priorities is a product of extensive consultation with community stakeholders combined with data from the U.S. Census and other sources that indicate housing and community development needs in Dalton.

PR-05 Lead & Responsible Agencies - 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for the administration of each grant. The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	Cindy Jackson	City of Dalton Finance
		Department

Table 1 – Responsible Agencies

Narrative (optional)

The City of Dalton is the lead agency for developing, administering, and reviewing the 2023 Annual Action Plan. The City's Finance Department provides administrative support and oversight. The Annual Action Plan provides an annual strategy to address the City's housing and community development needs with CDBG funds. All CDBG-funded projects are reviewed and monitored by the City's Finance Department for compliance with applicable federal rules and regulations.

Consolidated Plan Public Contact Information

Public concerns, issues, or comments regarding the Consolidated Plan and Annual Action Plan may be directed to:

Ms. Cindy Jackson, Chief Financial Officer City of Dalton 300 West Waugh Street Dalton, GA 30720

Phone: (706) 529-2460

Email: cjackson@daltonga.gov

AP-10 Consultation – 91.100, 91.200(b), 91.215(l)

1. Introduction

The City developed an outreach effort to maximize input from a large cross-section of stakeholders. This outreach effort included public meetings, neighborhood meetings, published meeting notices, and a web survey conducted in English and Spanish.

Consultation with the community and affected service providers is a fundamental component of the Action Plan process. The City of Dalton consulted with citizens, municipal officials, nonprofit agencies, public housing agencies, governmental agencies, and the Continuum of Care in preparing this Plan.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health, and service agencies (91.215(I))

The City of Dalton encouraged citizens to participate in developing this plan and in the review of progress in implementing plan activities. The City particularly encourages involvement by lowand moderate-income households residing in areas targeted for program activities for minorities and non-English speaking persons and persons with disabilities. Also, residents of public housing and other assisted housing are encouraged to participate. A special effort is made to assure those low-and moderate-income persons; households in areas supported by program activities and persons with special needs have opportunities to participate. The City will provide translators for non-English speaking persons who request assistance at least seven days before hearings or other meetings in the planning process.

The City held one public meeting through its public participation process before developing the plan and one public meeting to review the draft priorities. The Citizen Participation Section of this plan summarizes the public comments and drafts of the document are posted on the City's webpage and at City Hall.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The City of Dalton is part of the Balance of State Continuum of Care administered by the Georgia Department of Community Affairs. The City of Dalton collaborates locally with the Dalton Whitfield Community Development Corporation (DWCDC) to stay abreast of the needs of homeless persons and persons at risk of homelessness in Dalton. Through the DWCDC, the City shares data regarding homeless needs in the City and working through regulatory compliance

issues as they arise. The DWCDC is also the lead agency on the Point in Time Count, a survey taken every January of all the homeless served in Dalton and Whitfield County.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies, and procedures for the operation and administration of HMIS.

The City coordinates with the Dalton Whitfield Community Development Corporation, a participant in the GA-501 Georgia Balance of State Continuum of Care. The CoC is directly responsible for the following:

- Measuring performance community-wide as it relates to reducing homelessness;
- Developing and managing a centralized or coordinated assessment that addresses housing and services needs for all individuals and families who experience homelessness;
- Preparing and overseeing the application for community funding; and establishing funding priorities.
- 2. Describe Agencies, groups, organizations, and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies, and other entities.

Representatives from the broad community, community councils, social service agencies, businesses, housing agencies, community development corporations, and other government agencies were consulted during this Plan's preparation.

1	Agency/Group/Organization	City of Dalton
	Agency/Group/Organization Type	Other government - Local
		Grantee Department
	What section of the Plan was addressed by	Housing Need Assessment
	Consultation?	Public Housing Needs
		Homeless Needs - Chronically homeless
		Homeless Needs - Families with children
		Homelessness Strategy
		Market Analysis
		Economic Development

		, , , , , , , , , , , , , , , , , , ,
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City of Dalton is the Grantee and prepares the Annual Action Plan.
2	Agency/Group/Organization	DALTON WHITFIELD COMMUNITY DEVELOPMENT CORP.
	Agency/Group/Organization Type	Housing Services - Housing Services-Elderly Persons Services-Persons with Disabilities Services-homeless Service-Fair Housing Planning organization Neighborhood Organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homelessness Strategy Market Analysis Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This agency was consulted for homeless needs and fair housing information. DWCDC provides the City with numbers and reports throughout the year to assist with the community's planning and needs.
3	Agency/Group/Organization	Latin American Association
	Agency/Group/Organization Type	Housing Services - Housing Services-Children Services-homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Families with children

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This agency was consulted for housing families' needs with children by invitation to the Public Hearings and emails to non-profits. Family Promise recommended the continuation of funds for public service for housing support and counseling.
4	Agency/Group/Organization	NORTHWEST GEORGIA FAMILY CRISIS CENTER, INC.
	Agency/Group/Organization Type	Housing Services-Children Services-Victims of Domestic Violence Services-homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Families with children
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This agency was consulted for the needs of homeless women with children by invitation to the Public Hearings and emails to non-profits. NWGFCC recommended continuing funds for public service for housing support and counseling for women of domestic abuse.
5	Agency/Group/Organization	The Housing Authority of the City of Dalton
	Agency/Group/Organization Type	Housing Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City of Dalton consults with the HACD for public housing needs.

Table 2 – Agencies, groups, organizations that participated.

Identify any Agency Types not consulted and provide a rationale for not consulting.

The City did not exclude any agency type or agency during this process.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Georgia Balance of State	Coordinating homelessness services with Continuum of Care priorities
Redevelopment Plan	City of Dalton	Coordinating community development plans with broader plans to redevelop commercial areas

Table 3 – Other local / regional / federal planning efforts

AP-12 Participation - 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

During PY2023, the City of Dalton held two (2) Public Review Meeting to solicit comments on the 2023 Annual Action Plan at the Mack Gaston Community Center located at 218 N. Frederick St, Dalton, GA 30721 at 1:00 P.M on Wednesday, March 29, 2023 and Wednesday, April 12, 2023. A 30-day comment period commenced on Wednesday, March 22, 2023 and concluded on Monday, April 24, 2023. The PY2023 Annual Action Plan draft is available for review in hard copy at the City of Dalton City Hall located at 300 W. Waugh Street, Dalton, GA 30722.

The City took the following measures to encourage citizen participation:

- Posted copies of the draft plan in Dalton City Hall and notified the public of the location of the document in the final hearing legal advertisement;
- Published draft plan electronically on the City's website;
- Provided public comment opportunity on the plans at one formal meeting;
- Published all meetings in the local newspaper legal advertisement section;
- Solicited comments from social service agencies;
- Advertised final public hearing in the local newspaper held on March 22, 2023
- A draft of the Annual Plan for PY2023 was placed on public display for 30 days beginning March 22, 2023.
- The City held two virtual public hearings on Wednesday, March 29, 2023 and April 12, 2023 to obtain final comments on the draft FY2023 Annual Action Plan and the proposed use of CDBG funds for the 2023 program year. There were no comments received during this meeting.

The City used a combination of empirical research, historical data, and citizen input to set goals identified in this plan.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Meeting	Non- targeted/ broad community	There was two virtual public meeting held with a total of 4 attendees.	Affordable housing, infrastructure improvements, economic development, lack of public transportation, commercial revitalization, housing rehabilitation for disabled adults, and employment were the top needs identified. Some other concerns expressed were the lack of coordination of services from nonprofits and better schools.	All comments were accepted	n/a
2	Newspaper Ad	Non- targeted/ broad community	The public was notified of the public meetings via a newspaper	The City did not receive any comments based solely on the newspaper ad.	All comments were accepted	n/a
			ad in the Daily Citizen-News			

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.220(c)(1,2)

Introduction

The City of Dalton receives a direct allocation of Community Development Block Grant funds. The City administers the CDBG program in compliance with the HUD regulations and requirements and has responsibility for the final allocation of funds for program activities. On Tuesday, February 28, 2023, HUD published the PY2023 allocation for the CDBG programs. HUD allocated \$367,688.00 in CDBG funds. The City does not anticipate receiving any program income during the next Plan Year.

Anticipated Resources

Program	Source of Funds	Uses of Funds					Expected Amount Available Remainder of Con Plan	Narrative Description
			Annual Allocation:	Program Income:	Prior Year Resources:	Total:		
CDBG	Public- Federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	\$367,688	\$0	\$231,954.36	\$599,642.36	\$599,642.36	CDBG funding will address housing, community development, and economic development needs in the City. Agencies will leverage CDBG funds with other public social service dollars and private donations.

Table 5 - Expected Resources — Priority Table

Explain how federal funds will leverage those additional resources (private, state, and local funds), including a description of how matching requirements will be satisfied.

The federal funding listed above is funding, which is received annually to support activities outlined in this Plan. Although there are no guarantees of this funding, particularly in the current budget environment, the City has historically received these funds. It expects to continue to receive CDBG funds for the period covered by this Plan. The City will continue to encourage the leveraging of federal funds to increase services to residents. The nonprofit organizations funded have the financial capacity through foundations and fundraising campaigns to leverage CDBG funds and expand their services to benefit more low and moderate-income persons.

If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the plan's needs.

Not applicable

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	CDBG Planning and Administration	2023	2024	Non-Housing Community Development Needs	Citywide	Administrative and planning costs to operate the CDBG program successfully	CDBG- \$73,537.60	Not applicable
2	Provide Public Services	2023	2024	Non-Housing Community Development Needs	Citywide	Increase the Capacity of Public Services	CDBG- \$25,000.00	CDBG- Public Service Activities other than Low/Moderate Income Persons Assisted Assisted: 50
3	Rehabilitation of Affordable Rental Units	2023	2024	Rental Rehab	Citywide	HVAC Rehab for low and moderate clients	CDBG- \$150,000.00	Public Facility: Number of Persons Served: 52

4	Public Facility Improvements	2023	2024	Public Facility	Citywide	HVAC Facility renovations services low and moderate clients	CDBG- \$119,150.40	Public Facility: Number of Persons Served: 100	
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Table 6 – Goals Summary

Goal Descriptions

1	Goal Name: Planning and administration						
	Goal Descriptions: Administrative and planning costs to operate the CDBG program successfully						
	Goal Name: Provide public services						
2	Goal Description: Provision of public services for projects that provide recreational activities, educational						
	opportunities, and job skills to youth; supportive services to low and moderate-income households and						
	persons with special needs						
3	Goal Name: Rehabilitation of Affordable Rental Units						
5	Goal Description: HVAC Rehab for low and moderate clients						
4	Goal Name: Public Facility Improvements						
4	Goal Description: HVAC Facility renovations services low and moderate clients						

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b).

The City will allocate CDBG funding the City of Dalton Housing Authority to provide suitable affordable housing for at least 50 households who are extremely low-income, low-income, and moderate-income families.

AP-23 Annual Goals Summary

Goal	Category	Geographic Area	Needs Addressed	Funding	
CDBG Planning and Administration	Other	Citywide	CDBG Planning & Administration	CDBG: \$73,538	
	Start Year: 2019	End Year: 2023	Outcome: Availability/accessibility	Objective: Create suitable living environments	
	Narrative:				
	CDBG Planning and Administration				
	Goal Outcome Indicator Other		Quantity 1	UoM Other	
	0.000		<u> </u>	0.000	
Provide Public Services	Non-Housing Community Development	Citywide	Public Services	CDBG: \$25,000	
	Start Year: 2019	End Year: 2023	Outcome: Availability/accessibility	Objective: Create suitable living environments	
	Narrative:				
	Provide Public Services				
	Goal Outcome Indicator		Quantity	UoM	
	Public service activities other than Low/Moderate Income Housin	g Benefit	50	Persons Assisted	
Rehabilitation of Affordable Rental Units	Affordable Housing	Citywide	Affordable Housing	CDBG: \$150,000	
	Start Year: 2019	End Year: 2023	Outcome: Availability/accessibility	Objective: Create suitable living environments	
	Narrative:				
	HVAC Rehab for low and moderate clients				
	Goal Outcome Indicator	Quantity	UoM		
	Rental units rehabilitated	32	Household Housing Unit		
				_	
Public Facility Improvements	Non-Housing Community Development	Citywide	PUBLIC FACILITY AND INFRASTRUCTURE IMPROVEMENTS	CDBG: \$119,150	
	Start Year: 2019	End Year: 2023	Outcome: Availability/accessibility	Objective: Create suitable living environments	
	Narrative:				
	HVAC Facility renovations services low and moderate clients				
	Goal Outcome Indicator		Quantity	UoM	
	Public Facility or Infrastructure Activities other than Low/Moderat	te Income Housing Benefit	100	Persons Assisted	
	, , , , , , , , , , , , , , , , , , , ,		,	-	

Annual Action Plan

18

AP-35 Projects - 91.220(d)

Introduction

The City has planned the following projects for the upcoming year and identified them in the table below with additional details in Section AP-38.

Projects



Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

Priority CDBG funding areas in Dalton include areas where the percentage of low to moderate-income (LMI) persons is 51% or higher. The City defines "area of minority concentration" and "area of low-income concentration" as those census tracts with concentrations of minority populations or low-income populations, respectively, statistically and significantly more significant than the minority or low-income population for the City as a whole. For this Annual Plan, "Minority concentration" is defined as those tracts with greater than 51% low and moderate-income.

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed.

Priority CDBG funding areas in Dalton include areas where the percentage of low to moderate-income (LMI) persons is 51% or higher. The City defines "area of minority concentration" and "area of low-income concentration" as those census tracts with concentrations of minority populations or low-income populations, respectively, statistically and significantly more significant than the minority or low-income population for the City as a whole. For this Annual Plan, "Minority concentration" is defined as those tracts with greater than 51% low and moderate-income.

Geographic Distribution

Target Area	Percentage of Funds
Citywide	80%

Table 7 - Geographic Distribution

The rationale for the priorities for allocating investments geographically.

The City will use CDBG funds throughout the jurisdiction to serve low and moderate-income persons. A portion of CDBG funds will be used in low-income neighborhoods to improve housing conditions and access essential services. This allocation method will enable the City to serve the most disadvantaged residents, given the limited funding available.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The special needs population will be served through local service providers. The homeless population will be served through the Continuum of Care. The goals below are estimates based on the 2023 program year.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	100
Special-Needs	0
Total	100

Table 8 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through		
Rental Assistance	0	
The Production of New Units	0	
Rehab of Existing Units	52	
Acquisition of Existing Units	0	
Total	52	

Table 9 - One Year Goals for Affordable Housing by Support Type

AP-60 Public Housing – 91.220(h)

Introduction

The City does not own or manage any public housing. The Dalton Housing Authority is a separate legal entity that oversees public housing within the City's jurisdiction.

Actions planned during the next year to address the needs for public housing.

The City of Dalton will provide the Housing Authority of Dalton with necessary funding to improve living conditions for low-income households.

Actions to encourage public housing residents to become more involved in the management and participate in homeownership.

Not Applicable

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance.

Not Applicable

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

The City of Dalton's Annual Action Plan provides funding support for agencies providing services to the homeless. CDBG funds are also being provided for existing housing service providers to homeless populations.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness, including.

The City of Dalton will continue to work closely with agencies affiliated with the Georgia Balance of State CoC. Dalton and the CoC will prioritize families who have received a summons for eviction. In Georgia, the highest predictor of homelessness is a summons for eviction. We know that once a household lands in eviction court, the landlord will be granted relief and will place a lock on the door, retaining all possessions, usually immediately after court. Other risk factors include a history of instability and a dramatic change in income. In the next ESG funding cycle, the Georgia Balance of State CoC will prioritize individuals and families seeking rapid rehousing and homelessness prevention in the coordinated entry process. We hope that prevention dollars can be used for households most in need and reduce the number of families who fall into homelessness.

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs.

The City participates in and supports the local COC and its initiatives and projects. Dalton will also continue to support organizations that assess homeless persons' needs to create a more robust social service system to address unmet needs. The city collaborates with various agencies that participate in the Continuum of Care regular meetings and coordinates services with CoC members. Over the next Consolidated Plan period, the City anticipates collaborating with various local nonprofits organizations to expand services for the homeless and at-risk homeless populations.

The Georgia Balance of State Continuum of Care collaborates with nonprofit organizations to analyze current needs to identify funding gaps and other gaps in services. The Homeless Point in Time Count, organized by the Dalton Whitfield Community Development Corporation, annually assesses the homeless population's characteristics in the City. This data allows the City to track the changing needs of the homeless. The City will continue to support the efforts in the preparation of the Point in Time Count.

Addressing the emergency shelter and transitional housing needs of homeless persons.

The City supports efforts to decrease or end homelessness in the City of Dalton and supports the local Continuum of Care's initiatives. Emergency needs for shelter are handled by local agencies receiving funding through the Georgia Balance of State Continuum of Care. The transitional housing needs of homeless persons are addressed below.

The City of Dalton does not receive an ESG allocation and relies on the State's distribution. The Department of Community Affairs provides ESG funding for essential services and operations to emergency shelters and transitional housing facilities. These facilities offer Dalton's accommodation and services to include homeless families, single men and women, and survivors of domestic violence. The City supports increasing housing options and self-sufficiency for the homeless and near-homeless by providing support for the following:

- Emergency housing and supportive services for homeless families and individuals;
- Developing transitional housing; and
- Preventing persons released from institutions from entering homelessness.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again.

The Georgia Department of Community Affairs (DCA) administers the Emergency Solutions Grant Program and oversees activities for homeless individuals and families in Dalton. DCA has identified rapid re-housing as a priority during the next Consolidated Plan period. Obtaining permanent housing for homeless individuals and families will shorten the length of time spent in emergency and transitional shelters.

The City of Dalton encourages collaboration with organizations to transition as many people as possible into permanent housing. The City also supports implementing a referral and case management system with the tools to direct the homeless to appropriate housing and services. Some families or individuals may require only limited assistance for a short term, such as emergency food and shelter -- until a first paycheck is received or a medical emergency is past. Others, however, will require more comprehensive and long-term assistance, such as transitional housing with supportive services and job training. Due to limited resources, agencies must eliminate duplication of effort by local agencies, both in intake and assessment procedures and in subsequent housing and supportive services. The Homeless Management Information System (HMIS) can be improved with common intake forms, shared data, effective assessment

instruments and procedures, and on-going coordination of assistance among community organizations.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care, and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

The Continuum of Care has outlined its discharge policy for assisting persons aging out of foster care and being released from health care facilities, mental health facilities, and correction facilities.

DWCDC receives an allocation from DCA to coordinate activities to prevent individuals and families from becoming homeless and to assist individuals/families to regain stability in current housing or permanent housing. ESG program funds will be used for homelessness prevention, including housing relocation and stabilization services, and for short-term (up to 3 months) or medium-term (up to 24 months) rental assistance. A range of emergency shelter facilities and short-term services (food, clothing, and temporary financial assistance, transportation assistance) to meet various family or individual circumstances is necessary to assist families in preventing homelessness. These facilities and services will meet families' needs with children, individuals, persons with unique health problems, and other characteristics.

AP-75 Barriers to affordable housing – 91.220(j)

Introduction:

The City conducted its Analysis of Impediments to Fair Housing Choice (AI) in 2019. As part of that process, the City and its stakeholders who participated in the process identified several contributing factors that create affordable housing barriers and opportunities. A detailed description of these contributing factors can be found in the 2019 AI (accessed from the City of Dalton website).

Actions the City has planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment.

Goal 1: Lack of Affordable Housing for Dalton Residents - Promote the development and rehabilitation of various types of housing that are affordable to lower-income households.

Strategies: The following activities and strategies should be undertaken to address this goal:

- Continue supporting and encouraging plans from both private developers and nonprofit housing agencies to develop, construct, and rehabilitate affordable housing in the City.
- Survey the existing residential, mixed-use residential/commercial, and vacant structures to better utilize space for additional housing.
- Develop a housing rehabilitation program with low-interest loans/grants in lower-income neighborhoods where there is the highest percentage of vacant and deteriorated housing.

Goal 2:

Inadequate fair housing education and awareness in the community, especially for underrepresented and minority populations with Limited English Proficiency (LEP).

Strategies: The following activities and strategies should be undertaken to address this goal:

- Outline the procedures and process to report or file a fair housing complaint.
- Publicize the procedures and process in the local newspaper; post in public buildings, social service agencies' offices, and print out flyers to distribute.
- Develop opportunities to educate tenants, landlords, sellers, and mortgage brokers.
- Review and improve the underwriting approval rate for minorities and persons of Hispanic origins in mortgage loan approvals, as evidenced by the Home Mortgage Disclosure Act (HMDA) data.
- All essential documents, forms, and directions should be printed in English and Spanish. A
 reference sheet in multiple languages should be attached to inform non-English speaking persons
 who to contact.

AP-85 Other Actions – 91.220(k)

Introduction:

The Strategic Plan addresses underserved needs through initiatives proposed for funding in this Annual Plan. The primary obstacle to these actions is a lack of funding.

Actions planned to address obstacles to meeting underserved needs

To help remove barriers to meeting underserved needs and improve service delivery, Dalton, along with the Georgia Balance of State CoC, will support the expansion of HMIS technology beyond homeless service providers to link the various categories of CoC members' services and standardize performance measures. Dalton will also review and analyze its various departments and divisions' work to find opportunities for collaboration between similar programs.

Actions planned to foster and maintain affordable housing

Affordable housing will be secured and encouraged by introducing a minor home repair program to assist low-income families with remaining in their homes. To promote affordable housing and fair housing choice, the City will encourage and support fair housing rights for all and provide program funds to conduct outreach and education regarding the Fair Housing Law act of 1968.

Actions planned to reduce lead-based paint hazards

Through the Georgia State Department of Health, Dalton educates the public on the hazards of lead-based paint and educates parents about protecting their children. In response to lead-based paint hazards and the limited resources available, the City has planned a steady, long-term response per Federal lead-based paint standards, other applicable federal regulations, and local property standards. According to HUD and Environmental Protection Agency (EPA) guidelines, government-assisted housing rehabilitation projects will include the completion of a lead-based paint inspection according to HUD and Environmental Protection Agency (EPA) guidelines.

Actions planned to reduce the number of poverty-level families

Several local nonprofits provide current programs that are designed to assist households with incomes below the poverty level. The City will continue to direct residents to these agencies for antipoverty assistance programs. The City's highest poverty levels correspond with the target areas for CDBG funding. In the past, the City funded some nonprofits for housing needs and will continue in the future.

The Antipoverty Strategy section of the Con Plan is to use CDBG funding to support public service activities and facilities that seek to reduce poverty through training, individual case management, and employment opportunities. The City will also partner with nonprofit agencies to support affordable housing, work, and employment opportunities.

Actions planned to develop institutional structure

The Finance Department manages all aspects of the grant programs perform in a concerted manner. The department recognizes the need to maintain a high level of coordination on projects involving other City departments, County departments, and nonprofit organizations. This collaboration guarantees an efficient use of resources with maximum output in the form of accomplishments.

Actions planned to enhance coordination between public and private housing and social service agencies

The City of Dalton will continue to work with a broad cross-section of public, private, faith-based, and community organizations to identify its citizens' needs. Dalton will seek opportunities to participate in collaborative groups to streamline public service agencies' actions to improve the lives of all persons in the city. These groups address a broad range of needs for families, including homelessness, public safety, workforce development, literacy, and other resource allocation. Creating such an entity will allow local nonprofit organizations to focus their efforts collectively and avoid duplication of services within the City.

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

Introduction:

Projects planned with CDBG funds are expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the following program year, and that has not yet been reprogrammed	\$0
2. The number of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan	\$0
3. The number of surplus funds from urban renewal settlements	\$0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan.	
5. The amount of income from float-funded activities	
Total Program Income	
Other CDBG Requirements	
1. The amount of urgent need activities	\$0
2. The estimated percentage of CDBG funds that will be used for activities	

that benefit persons of low and moderate income



CITY COUNCIL AGENDA REQUEST

Meeting Type: Mayor & Council Meeting

Meeting Date: May 1, 2023

Agenda Item: MOU between Dalton Parks and Recreation Department with

Georgia Recreation and Parks Association to receive funding

through the BOOST Program

Department: Parks and Recreation

Requested By: Will Chappell

Reviewed/Approved by City

Attorney?

Yes

Cost:

Funding Source if Not in

Budget

Please Provide A Summary of Your Request, Including Background Information to Explain the Request:

The Georgia Statewide Afterschool Network (GSAN) partnered with Georgia Department of Education (GaDOE) to establish the BOOST Grant Program. Georgia Recreation and Park Association was named a primary subgrantee with the GaDOE to expand the impact of the BOOST Grant. Through the partnership of GRPA and GaDOE, local parks and recreation agencies were encouraged to apply for funding to enhance their summer programming opportunities.

Dalton Parks and Recreation Department applied for the BOOST Grant with plans to reduce barriers to participation through scholarship opportunities and to enhance learning opportunities throughout the summer. These funds will directly benefit our Camp Sunshine, Camp Rising Sun, and Summer Fun Camp.

DPRD was awarded \$40,000. The awarded funds are to be used for the following:

- 1. Salaries for part-time staff and contract labor
- 2. Educational field trips
- 3. Scholarships

Georgia Recreation and Park Association – BOOST Program

2023 MOU & Assurances for Contractors Receiving American Rescue Plan Act (ESSER) Funds

Georgia Recreation and Park Association, Inc. Memorandum of Agreement (MOU)

The Contractor agrees to deliver professional services that meet the general scope of work required for the GRPA BOOST Program, as described here:

- Operate comprehensive afterschool and/or summer programming that expands and improves high-quality learning and supports for K-12 students in the Contractor's local community
- Combat learning loss and meet students' well-being, connectedness, and mental health needs
- Directly support learning acceleration and whole child approaches to positive youth development
- Prepare students for success in the present and ready students for new learning
- Jump-start underperforming students into learning new concepts
- · Create opportunities for struggling students to learn alongside their more successful peers
- Address students' comprehensive needs through the shared responsibility of students, families, schools, and communities
- Acknowledge and address non-academic factors that impact academic outcomes while expanding learning opportunities
- Create environments where students are healthy, safe, engaged, supported, and challenged
- Expand access to serve more youth, with an emphasis on children who were most impacted by the pandemic
- Reduce barriers to participation to ensure access for all
- Increase programmatic quality and expand or enhance supports/services offered

As a condition of this MOU, the parties agree as follows:

1. Use of Funds.

The overall purpose of the services provided under this MOU is to support learning acceleration, connectedness, and well-being of Georgia's students, utilizing a whole child approach. Funds will be expended only in accordance with this MOU and as specified as allowable in the <u>GRPA RFP</u> and/or in any approved budgets. Any changes in the implementation of the contracted services will require the prior written approval of GRPA.

- 2. Contract Period, Invoicing & Payment.
 - The contract period for this MOU **June 1, 2023 July 31, 2023** ("**Contract Period**"), subject to the terms contained in this MOU. The Contractor shall invoice GRPA no more frequently than monthly for services provided during the Contract Period. GRPA will pay the Contractor's invoice within 30 days with the condition that GRPA must first successfully receive those funds from GaDOE through a separate process.
- 3. GRPA BOOST Project Administrator. The GRPA BOOST Statewide Program Administrator (Craig Sowell) in Consultation with the GRPA Executive Director (Steve Card) will manage this Statewide Project. The GRPA BOOST Statewide Program Administrator shall direct the Program and control the manner of its performance. If the GRPA BOOST Statewide Program Administrator is no longer employed by GRPA or becomes unable or unwilling to complete the Program for any reason, the GRPA Executive Director will be the point of contact. The Contractor shall establish persons to be accountable at the local level for all funds paid under this MOU and communicate regularly and in a timely manner with the appropriate GRPA Staff. Failure to communicate in a timely manner may jeopardize current and/or future funding under the GRPA Statewide BOOST Program.
- 4. Reports. The Contractors agrees to abide by any programmatic or fiscal reporting deadlines established by GRPA to effectively administer the Program. Monthly reports shall include financial reporting for the period covered, narrative description of provided activities, dosage, duration and detailed information on Program objectives and outcomes. Other

Georgia Recreation and Park Association – BOOST Program 2023 MOU & Assurances for Contractors Receiving American Rescue Plan Act (ESSER) Funds

information may be required by GRPA to maintain Program compliance. The Contractor must complete the Evaluation Form and Final Reports as required. The Final Report for each year of the Program shall be due __TBA , 2023_,

GRPA may add supporting materials (i.e., news articles, evaluation reports, etc.) if such materials help to convey the significance of the work completed under this Program. Observation and inspection visits may be unannounced or scheduled from various partners of the GRPA BOOST Program.

- 5. Accounts & Recordkeeping.
 - The Contractor will be responsible for their own bookkeeping and submittal of reports to GRPA by deadlines required for reimbursement. Books and records may be requested by GRPA or GRPA's grantor, Georgia Department of Education (GaDOE), at any time during the Contract Period. Contractor shall maintain books and records regarding the Program and the funds provided under this MOU and make them available for inspection, subject to any limitations imposed by applicable law. GRPA and Contractor shall maintain copies of any records and reports under the Program for a period of at least (___) years after the Contract Period ends (or according to Georgia Secretary of State Record Retention Policies).
- 6. Assurances, Warranties, & Representations.

The Contractor named in this MOU is a recipient of federal ESSER funds in the GRPA BOOST Program, which utilizes relief funds provided by the American Rescue Plan Act. The Georgia Department of Education (GaDOE) is the primary grantee. As the contractor providing purchased services to the State-wide subgrantee (GRPA), you are bound to the assurances contained in this document; these assurances will be in effect for the period of the contract agreement. Failure to be in compliance with any aspect of the contract agreement, including these assurances, may result in the delay, reduction, or termination of said agreement and accompanying funds.

These assurances are integral to this MOU; by signing this MOU, the Contractor agrees to the assurances. The contractor hereby assures that it will comply with the following:

	Assurances
1.	The signatory for these assurances certifies that he/she/they has the authority to bind the Contractor.
2.	Contractor certifies that neither it nor its related corporations and vendors are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
3.	The Contractor certifies that it will have information available regarding its services that can be provided to community stakeholders upon request.
4.	The Contractor certifies the instruction and content offered are secular, neutral, and non-ideological.
5.	The services will take place in a safe and easily accessible facility. It is the responsibility of the Contractor to ensure that it meets all requirements, including but not limited to, child-care licensing, occupancy, fire, water, and transportation of students.
6.	The services will be administered in accordance with all applicable statutes, regulations, program plans, and applications.
7.	Prior to any material change affecting the purpose, administration, organization, budget, or operationof the contracted services, the Contractor agrees to submit an appropriately amended application or project description to the Subgrantee for approval.
8.	The Contractor agrees to notify the Subgrantee, in writing, of any change in the contact information provided in its application.
9.	The Contractor will use fiscal control and sound accounting procedures that will ensure proper disbursement of and account for Federal and state funds paid to the Contractor to perform its duties.
10.	The Contractor will cooperate in carrying out any evaluation of services provided by or for the Subgrantee, the Georgia Department of Education, the U.S. Department of Education, or other state or Federal officials.

Georgia Recreation and Park Association – BOOST Program 2023 MOU & Assurances for Contractors Receiving American Rescue Plan Act (ESSER) Funds

11.	The Contractor will submit reports to the Subgrantee as may reasonably be required. The Contractor will
	maintain such fiscal and programmatic records and provide access to those records, as necessary, for the
	Subgrantee to perform its duties.
12.	The Contractor will adhere to all service evaluation requirements, reporting deadlines and data
	certification processes established by the Subgrantee for the purpose of the annual summative evaluation, formative assessment and summer evaluation reports.
13.	The Contractor is responsible for ensuring that all applicable liability insurance requirements are met and will
	submit proof of its Fidelity and Liability Insurance Policy and proof of minimum liability transportation insurance to the Subgrantee within 60 days if requested.
14.	All invoices for service will be submitted in a timely manner as stipulated by the Subgrantee in the contract agreement.
15.	The Contractor certifies that state and national criminal background checks will be conducted annually for any and all individuals acting on behalf of the Contractor including regular volunteers, employees, contractors, relatives, etc. prior to their employment, whether or not they have direct contact with students. In addition, the Contractor agrees to develop and utilize written policies on how the criminal background check results will be used in hiring and volunteer practices.
16.	The Contractor will comply with the Family Education Rights and Privacy Act of 1974.
17.	Contractor will comply with all Federal statutes relating to nondiscrimination. These include but arenot limited to Title VI of the Civil Rights Act of 1964, which prohibits discrimination on the basis ofrace, color, or national origin; Title IX of the Education Amendments of 1972, which prohibits discrimination on the basis of sex; Section 504 of the Rehabilitation Act of 1973, which prohibits discrimination on the basis of handicaps; and the Age Discrimination Act of 1975, which prohibits discrimination on the basis of age, and the Americans with Disabilities Act of 1990, which prohibits discrimination on a basis of disability.
18.	In accordance with the Federal Drug-Free Workplace and Community Act Amendments of 1989 and the Drug-Free Workplace Act of 1988, the Contractor understands that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance, marijuana, or dangerous drug is prohibited at geographic locations at which individuals are directly engaged in the performance of work pursuant to BOOST Program.

Additionally, all Contractors agree to the following quality standards for services provided. Note that nothing in this section shall be construed to affect existing legal requirements established for individuals with access to minor children, including but not limited to those related to camps, employee criminal background checks, and any relevant licenses and permits. All subcontracted/partner staff must meet the same requirements as if they were actual staff of the Contractor.

- In addition to safety training, all staff must receive training on safe operations including COVID-19 mitigation strategies, (e.g., mask wearing, social distancing, hand hygiene, cleaning, and disinfecting), infection control requirements, and Centers for Disease Control and Prevention (CDC) and state guidelines and protocols.
- There shall be a designated staff person in charge, who is 18 years of age or older, always on site when the afterschool or summer service is in operation. Teacher/Lead Caregivers must be at least 18 years of age and the assistant caregiver/aide may be 16 or 17 years of age; however, a director must be at least 21 years of age.
- Any Contractor whose program includes activities at a waterfront or swimming area, whether as a regular part of their service location or as an off-site educational service trip, must have at least one person with current evidence of having successfully completed a training program in lifeguarding offered by a water-safety instructor certified by the American Red Cross, YMCA, YWCA or other recognized standard-setting agency for water safety instruction. Such person may be a program staff member or an employee of a water facility (e.g., local swimming pool) and be at least 18 years of age.
- Staff-to-student ratios when students are in or on the water (over 2 feet deep) is one staff person to 6 students for students aged 4 years and older who cannot swim 15 yards unassisted and a 1:15 ratio for students aged 4 years and older who can swim a distance of 15 yards unassisted.

Georgia Recreation and Park Association - BOOST Program

2023 MOU & Assurances for Contractors Receiving American Rescue Plan Act (ESSER) Funds

- Staff-to-student ratios when students are in or on the water (less than 2 feet deep) is one staff person to 20 students for students aged 5 years or a 1:25 ratio for students aged 6 years and older.
- At least one additional staff member above the required staff to child ratios for any water-related activity (such as swimming, fishing, boating, or wading) shall be available to rotate among the age groups as needed when any of the following circumstances are present:
 - most of the children in a group are not accustomed to or are afraid of the water
 - most of the children in a group comprised of children who cannot swim 15 yards unassisted cannot touch the bottom of the water facility without submerging their heads
 - o the water facility is particularly crowded or
 - the children have special needs which impact on their ability to participate safely in the water-related activity.
- Contractor must maintain a staff to child ratio of at least 1:20 for children aged five years with a maximum group size of 40 and at least 1:25 for children aged six years and older with a maximum group size of 50. The ratio of staff to children shall always be maintained. The staff to child ratios for a mixed-age group shall be based on the age of the youngest group of children that includes more than twenty percent (20%) of the total number of children in the mixed-age group. The ratio of staff to children, as specified in this subsection, shall always be maintained, including during all outings and trips except for structured activities offered exclusively for school age children.
- Prior to the start of the contracted service, the Contractor's administrators shall develop a written plan for handling emergencies, including but not limited to severe weather, loss of electrical power or water and death, serious injury or loss of a child, a threatening event, or natural disaster which may occur at the program's location. The organization will have in place procedures for evacuation, relocation, shelter-in-place, lock-down, communication and reunification with families, and continuity of operations. The plan must apply to all children in care and will include specific accommodations for infants and toddlers, children with disabilities, and children with chronic medical conditions. Such plan shall include assurance that the Contractor's personnel will not impede in any way the delivery of emergency care or services to a child by licensed or certified emergency health care professionals.
- The Contractor shall conduct drills for fire, tornado, and other emergency situations. The fire drills will be conducted
 monthly, and tornado and other emergency drills will be conducted every six months. The Contractor shall maintain
 documentation of the dates and times of these drills for two years.

GRPA Agency Contractor represents and warrants to GRPA, Inc. a. This MOU is the legal and binding obligation to GRPA, enforceable in accordance with its terms, except as limited by bankruptcy, insolvency, or other applicable laws.

- b. GRPA Contractor confirms that it is an organization that is currently recognized by the Internal Revenue Service (the "IRS") as governmental (City/County) entity or Authority.
- c. The Program and the use of funds will comply with the objectives set forth in this MOU and other BOOST requirements, as well as all applicable laws, rules, and regulations to which the GRPA is subject.
- d. GRPA contractor agencies shall maintain insurance with responsible and reputable companies in such amounts and covering such risks as is prudent and is usually carried by entities engaged in operations similar to that of GRPA and shall furnish to GRPA Inc. with evidence of compliance upon request. To the extent permitted by law, GRPA contractor agencies hereby agrees to indemnify, defend, and hold harmless GRPA Inc. from and against, and in respect to, all losses, expenses, costs, obligations, liabilities, and damages, including interest, penalties and reasonable attorney's fees and expenses, that GRPA Inc. may incur as a result of any negligent or willful acts or omissions of GRPA Agency or any of its agents or employees.

7. No Lobbying.

GRPA Contractor agrees that no portion of the funds provided under this MOU will be used for any of the following: (i) to lobby or otherwise attempt to influence legislation; (ii) to influence outcome of any specific public election or participate or intervene in any political campaign on behalf of any candidate for public office or conduct, directly or indirectly, any voter registration drive; or (iii) to distribute funds to any entity or individual, other than as detailed in the Application.

8. Compliance. See above Assurances.

Georgia Recreation and Park Association – BOOST Program 2023 MOU & Assurances for Contractors Receiving American Rescue Plan Act (ESSER) Funds

9. Additional Obligations of GRPA Contractor.

In consideration of the contractual funding herein, CONTRACTOR shall provide GRPA with the elements set forth above and attached herein and incorporated herein by reference.

10. Miscellaneous.

- a. No failure to exercise, and no delay in exercising, on the part of GRPA, Inc., any right under this MOU shall operate as a waiver thereof, nor shall any single or partial exercise thereof preclude any other or further exercise thereof or the exercise of any other right.
- b. This MOU shall be construed in accordance with and governed by the laws of the State of Georgia.
- c. In the event that any provision or any part of a provision of this MOU shall be finally determined to be superseded, invalid, illegal or otherwise unenforceable pursuant to applicable laws by an authority having jurisdiction, such determination shall not impair or otherwise affect the validity, legality, or enforceability of the remaining provisions or parts of provisions thereof, which shall remain in full force and effect as if the unenforceable provision or part were deleted.
- d. GRPA Contractor understands that there is no commitment by the GRPA, Inc. to supply any further support for the Program. GRPA, Inc. considers each request on an individual basis, and that this MOU is not to be construed as establishing a precedent for further support.
- e. This MOU constitutes the entire agreement between the parties hereto. No oral representations or other agreements have been made by the parties except as stated herein. The MOU may not be changed in any way except as herein provided, and no term or provision hereof may be waived except in writing signed by a duly authorized officer or agent. The titles of any paragraph of this MOU are for convenience only and shall not be deemed to limit, restrict, or alter the content, meaning or effect thereof.
- 11. Standard Terms and Conditions. This MOU is subject to the above.

IN WITNESS WHEREOF, the parties have set their hands as of the date(s) written below.

GEORGIA RECREATION AND PARK ASSOCIATION, INC	GRPA BOOST AGENCY CONTRACTOR:
	[Organization Name:]City of Dalton
Signature:	Signature:
Name:	Name:
Title:	Title:
Date:	Date: