



**MAYOR AND COUNCIL MEETING
MONDAY, JUNE 01, 2020
6:00 PM
DALTON CITY HALL**

A G E N D A

Call to Order

Pledge of Allegiance

Approval of Agenda

Public Commentary: *(Please State Name for the Record)*

Minutes:

1. Mayor and Council Minutes of May 18, 2020
2. Mayor and Council Work Session Minutes of May 27, 2020

New Business:

3. (2) New 2020 Alcohol Beverage Applications
4. Resolution 20-12
A Resolution of the Mayor and Council of the City of Dalton, Georgia, Authorizing the Adoption and Approval of the Fiscal Year 2020 - 2021 Annual Action Plan under the Community Development Block Grant Program (CDBG).
5. Change Order 001 - Richards and Associates Engineering, Inc. for Covie Drive Site Design Services

Supplemental Business

Adjournment

THE CITY OF DALTON
MAYOR AND COUNCIL MINUTES
MAY 18, 2020

The Mayor and Council held a meeting this evening at 6:00 p.m. in the Council Chambers of City Hall. Present were Mayor David Pennington, Council members Annalee Harlan, Derek Waugh (teleconference), Tyree Goodlett, and Gary Crews, City Administrator Jason Parker and City Attorney Gandhi Vaughn.

PLEDGE OF ALLEGIANCE

The audience was led in the Pledge of Allegiance.

APPROVAL OF AGENDA

On the motion of Council member Crews, second Council member Harlan, the Mayor and Council approved the May 18, 2020 agenda. The vote was unanimous in favor.

PUBLIC COMMENTARY

There were no public comments.

MINUTES

The Mayor and Council reviewed the Mayor and Council Work Session and Regular Meeting Minutes of May 4, 2020. On the motion of Council member Harlan, second Council member Goodlett, the minutes were approved. The vote was unanimous in favor.

SPECIAL RECOGNITION - HISTORIC PRESERVATION COMMISSION 2019
OUTSTANDING PRESERVATION PROJECT

Caleb Carnes was awarded the 2019 Historic Preservation Commission Outstanding Preservation Project for the Rear Façade Project at 230 N. Hamilton Street.

PROCLAMATIONS

(1) HISTORIC PRESERVATION MONTH - MAY 2020 - DALTON HISTORIC
PRESERVATION COMMISSION

The Mayor and Council proclaimed May 2020 as “Historic Preservation Month” and recognized our local Historic Preservation Commission for their effort so that historic resources in our city can be preserved for future generations.

(2) ISAAH MACK DAY - MAY 18, 2020

The Mayor and Council proclaimed May 18, 2020 as Isaiah Mack Day in the City of Dalton and recognized him as our “Hometown Sports Hero” for being an excellent role model for young people to follow not only through his athletic talents, but also through his commitment to family and community. Mack signed with the Tennessee Titans as a rookie free agent on May 10, 2019 following the 2019 NFL Draft.

ORDINANCE 20-08

The Mayor and Council reviewed Ordinance 20-08 regarding the request of Jose M. Gonzalez 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 9.20 Acres Located At Dawnville Road and Brooker Road Extension (Parcel No.: 12-102-05-000). On the motion of Council member Harlan, second Council member Goodlett, the request was approved with an amendment that states that entire subject tract outlined in this request will be re-zoned neighborhood commercial C-1. The vote was unanimous in favor.

DE-ANNEXATION REQUEST FROM MR. DONG LEE – 1525 CLEVELAND HWY
(PARCEL: 142-12-01-003)

The Mayor and Council reviewed De-Annexation Request from Mr. Dong Lee – 1525 Cleveland Hwy (Parcel: 142-12-01-003). On the motion of Council member Harlan, second Council member Goodlett, the Mayor and Council denied the De-Annexation Request from Mr. Dong Lee pursuant to O.C.G.A. Section 36-36-22. The vote was unanimous in favor.

AGREEMENT WITH LOWERY AND ASSOCIATES FOR TOPOGRAPHICAL SURVEY OF
THREADMILL ROAD AND CONWAY STREET

On the motion of Council member Goodlett, second Council member Harlan, the Mayor and Council approved the Agreement with Lowery and Associates for Topographical Survey of Threadmill Road and Conway Street in the amount of \$4900.00 to be paid for out of the 2015 SPLOST – SP158. The agreement is for a topological survey at locations on Threadmill Road and Conway Street to facilitate drainage analysis in these locations. The vote was unanimous in favor.

AGREEMENT WITH RICHARDS & ASSOCIATES ENGINEERING, INC. FOR SITE
DESIGN SERVICES – COVIE RIDGE AND WINTON DRIVE

The Mayor and Council reviewed the Agreement with Richards & Associates Engineering, Inc. for Site Design Services at Covie Ridge and Winton Drive in the amount of \$9600.00. The Agreement is for the study of the drainage on several lots in Covie Ride to evaluate the potential drainage issues downstream. On the motion of Council member Goodlett, second Council member Harlan, the Mayor and Council approved the agreement. This agreement for services will be paid from the 2015 SPLOST – SP158. The vote was unanimous in favor.

SIGNATURE TENNIS COURTS CONVERSION OF TENNIS COURTS TO PICKLE BALL COURTS AT BROOKWOOD PARK

The Mayor and Council reviewed the proposal for the construction of new pickle ball courts at Brookwood Park in the amount of \$28,500.00 to be paid from FY2020 CIP budget. Pickle ball is a paddleball sport that combines elements of tennis, badminton, and table tennis. Two or four players use solid paddles made of wood or composite materials to hit a perforated polymer ball, with 26-40 round holes, over a net. On the motion of Council member Crews, second Council member Waugh, the proposal was approved. The vote was unanimous in favor.

Restroom Facilities - Reopen

Council member Harlan asked Recreation Director Mike Miller about the expectation of the opening of restroom facilities at the golf course and other parks now that things are reopened. Miller stated that these restroom facilities are starting to re-open as his department obtains supplies for cleaning. Miller stated that the City has furnished cleaning solutions that are recommended by the CDC to kill viruses, mold, mildew on surfaces and even the playground areas. Miller stated that facilities will need to be cleaned more frequently; not just once a day but possibly once an hour, maybe more. Miller further stated that the plan is to re-open most park facilities on June 1st and this will happen in phases.

FY-2020 BUDGET AMENDMENT #3

The Mayor and Council reviewed FY-2020 Budget Amendment #3 regarding various requests from departments for budget to be amended. On the motion of Council member Goodlett, second Council member Harlan, the amendment was approved. A copy of this amendment is a part of these minutes. The vote was unanimous in favor.

SUPPLEMENTAL BUSINESS

Judge Rob Cowan addressed the Mayor and Council stating that Municipal Court will begin having court again beginning with a slow roll out on May 20th and will have full fledge court services on May 27th. Cowan additionally explained the procedure by which court will be held which is based on the recommended CDC guidelines.

ADJOURNMENT

There being no further business to come before the Mayor and Council, the meeting was Adjourned at 6:33 p.m.

Bernadette Chattam
City Clerk

David Pennington, Mayor

Recorded
Approved: _____
Posted: _____

THE CITY OF DALTON
MAYOR AND COUNCIL
WORK SESSION MINUTES
MAY 27, 2020

The Mayor and Council held a meeting this afternoon at 12:00 p.m. at Public Works. Present were Mayor David Pennington, Council members Annalee Harlan (teleconference), Derek Waugh, Tyree Goodlett, and Gary Crews, and City Attorney Gandhi Vaughn. City Administrator Jason Parker was absent.

PLEDGE OF ALLEGIANCE

The audience was led in the Pledge of Allegiance.

APPROVAL OF AGENDA

On the motion of Council member Goodlett, second Council member Crews, the Mayor and Council approved the May 27, 2020 work session agenda. The vote was unanimous in favor.

DISCUSSION OF DRAFT REFUSE COLLECTION ORDINANCE

Public Works Director Andrew Parker presented a PowerPoint presentation to the Mayor and Council regarding Curbside Refuse Collection. The presentation included Background, Current Items Allowed, Items Historically collected, Items prohibited, Biggest Issues, pictures of examples of issues the department face daily and the Summary of Proposed Changes of the new draft ordinance of Chapter 94 entitled Solid Waste in the City of Dalton Code of Ordinances.

After a lengthy discussion, including input from several citizens (1) Palmer Griffin, (2) Hayden Wagers and (3) Ryan Hurt, the Mayor and Council will review all commentary and ideas offered to possibly incorporate into the draft ordinance.

A copy of the PowerPoint presentation and written comments from Mr. Palmer Griffin are a part of these minutes.

ADJOURNMENT

There being no further business to come before the Mayor and Council, the meeting was Adjourned at 1:40 p.m.

Bernadette Chattam
City Clerk

David Pennington, Mayor

Recorded
Approved: _____
Posted: _____



CITY COUNCIL AGENDA REQUEST

Meeting Type: Mayor & Council Meeting
Meeting Date: 05/18/2020
Agenda Item: (2) New 2020 Alcohol Applications
Department: City Clerk
Requested By: Gesse Cabrera
Reviewed/Approved by City Attorney? Yes
Cost: N/A
Funding Source if Not in Budget N/A

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

(2) New 2020 Alcohol Applications recommendation by the Public Safety Commission on May 26, 2020 regular called meeting.

2020 ALCOHOL BEVERAGE APPLICATION

PSC TUESDAY MAY 26, 2020

M&C MONDAY JUNE 1, 2020

(2) 2020 ALCOHOL APPLICATION

1. Business Owner: Creative Arts Guild Community Support Corporation
d/b/a: Creative Arts Guild Community Support Corporation
Applicant: Leanne Martin
Business Address: 520 West Waugh St
Type: Pouring Beer, Pouring Wine
Disposition: **New**

2. Business Owner: Tenoch, LLC
d/b/a: Tenoch
Applicant: Laura Vital
Business Address: 319 N. Hamilton St.
Type: Pouring Beer, Pouring Wine, Pouring Liquor
Disposition: **New**



CITY COUNCIL AGENDA REQUEST

Meeting Type: Mayor & Council Meeting

Meeting Date: 6-1-20

Agenda Item: CDBG 2020 Annual Action Plan

Department: Finance

Requested By: Cindy Jackson

Reviewed/Approved by City Attorney? No

Cost: \$689,942

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:

This is our annual required report to HUD that provides the activities for the 6/1/20 - 6/30/21 funding year. This includes the funding received from the CARES Act of \$255,543 and the annual award of \$434,399. The Mayor and Council were given the recommendation for funding at the 5/1/20 Finance Committee meeting - refer to attached summary.

RESOLUTION 20-12

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF DALTON, GEORGIA, AUTHORIZING THE ADOPTION AND APPROVAL OF THE FISCAL YEAR 2020 - 2021 ANNUAL ACTION PLAN UNDER THE COMMUNITY DEVELOPMENT BLOCK GRANT 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 the priorities designated under the Consolidated Plan; and

WHEREAS, the Draft Annual Action Plan 2020 - 2021 has been published for the HUD required 5 day citizen participation, review and comment period;

NOW, THEREFORE BE IT RESOLVED, by the Mayor and City Council of the City of Dalton, Georgia that the Annual Action Plan Fiscal Year 2020 – 2021 be adopted and forwarded to HUD and that approval of the Draft 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 June, 2020.

CITY OF DALTON, GEORGIA

David Pennington
Mayor

ATTESTED TO:

City Clerk

FISCAL YEAR 2020 FUNDING ALLOCATIONS

CDBG

Organization	Project Title	Funding Category	Amount Allocated
Northwest GA Family Crisis Center	Domestic Violence Services	Public Services	\$14,923.00
Friendship House	Preschool Tuition Assistance	Public Services	\$21,000.00
LAA Dalton CDBG	Latino Family Well Being	Public Services	\$25,119.00
City of Dalton	City of Dalton - Planning & Admin	Administration	\$86,879.00
Housing Authority	HVAC (Phase 4) - Beechland Property	Public Facility	\$180,000.00
City of Refuge	Raise the Roof	Public Facility	\$106,478.00
		TOTAL	\$434,399.00

CDBG-CV (Covid-19)

Organization	Project Title	Funding Category	Amount Allocated
City of Dalton	City of Dalton - Planning & Admin	Administration	\$51,108.60
City of Dalton Food Delivery Program	Food Delivery Program	Public Services	\$54,434.40
City of Dalton	Economic Development Small Business Loan Program	Economic Development	\$150,000.00
		TOTAL	\$255,543.00



CITY OF DALTON

ANNUAL ACTION PLAN

MAY 15, 2020



Table of Contents

Executive Summary	3
AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b).....	3
PR-05 Lead & Responsible Agencies – 91.200(b)	6
AP-10 Consultation – 91.100, 91.200(b), 91.215(l).....	7
AP-12 Participation – 91.105, 91.200(c).....	10
Expected Resources.....	12
AP-15 Expected Resources – 91.220(c)(1,2).....	12
Annual Goals and Objectives.....	14
Projects.....	16
AP-35 Projects – 91.220(d).....	16
AP-38 Project Summary	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).....	28
Program Specific Requirements	30

Executive Summary

Introduction

As a recipient 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 proposed activities outlined in the 2020 Annual Action Plan delineates a comprehensive and coordinated strategy to address community development, affordable housing, economic development needs. This document includes narrative responses to questions as required by the Consolidated Planning Regulations at 24 CFR 91.

The City's 2020 Annual Action Plan provides the framework for carrying out the strategic priorities and long-term objectives identified in the 2019-2023 Consolidated Plan. The priority needs identified therein were established through a collaborative process with citizens, public interest groups, and other stakeholders in the City of Dalton and targets resources to areas where the highest concentration of poverty exists.

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

Decent Housing: *The provision of decent housing assists 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 at an 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.*

Suitable living environment: *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.*

Provide economic opportunity: *The provision of expanded economic opportunities creates and retains jobs; establishes, stabilizes, and expands small businesses (including micro-businesses); provides public services concerned with employment; provides jobs to low-income 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.*

Summarize the objectives and outcomes identified in the Plan

During the development of the Consolidated Plan, the City identified four priority needs. Guidelines for addressing these priority needs over the 2019-2023-time frame 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**
 - Health and dental services
 - Services for the homeless and at-risk populations
 - Youth and childcare programs
 - Transportation for seniors and youth
 - Food Delivery Program

- **Economic Development**
 - Small Business Loan Program for businesses what were economically affected by COVID-19

Evaluation of past performance

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 in its most recent Consolidated Annual Performance Evaluation Report (CAPER), a total of **\$610,379.86** in CDBG expenditures to address community development needs. CDBG funds were allocated for sidewalk improvements, code enforcement, affordable rental rehabilitation, and abused and neglected spouses. The City highlights these projects below:

- The City of Dalton utilized **\$16,392.21** of CDBG funds for code enforcement activities in low and moderate-income areas. A total of 381 corrective citations were issued and addressed by homeowners.
- The City of Dalton also used **\$71,899.84** of CDBG funds for administration and planning activities.
- The City of Dalton utilized **\$231,359.79** of CDBG funds for the installation of 1,060 feet of new sidewalks at Richardson Street and Trammell Street. The sidewalks were constructed of poured in place concrete with a brushed finish in compliance with ADA and Federal design standards.
- The City of Dalton utilized **\$275,000.00** of CDBG funds to rehabilitate existing affordable rental housing units for LMI households plus special needs and homeless individuals
- Northwest Georgia Family Crisis Center, Inc used a total of **\$15,653.00** in CDBG funds for domestic violence survivors.

Summary of Citizen Participation Process and consultation process

During the preparation of the PY2020 Annual Action Plan, a virtual Public Review Meeting was held on Monday, May 25, 2020, to obtain comments on the PY2020 Annual Action Plan draft and funding recommendations for PY2020 CDBG and CDBG-CV Program. A 5-day comment period commenced on Friday, 22, 2020, and concluded on Wednesday, May 27, 2020. The PY2020 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.

Summary of public comments

No comments were received.

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.

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. The identification of 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 particular housing and community development needs in Dalton.

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

The City of Dalton Finance Department is responsible for the administration of the Community Development Block Grant (CDBG) program.

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

Table 1 – Responsible Agencies

Narrative (optional)

The City of Dalton, through its Finance Department, is the lead agency for the development, administration, and review of the Five-Year Consolidated Plan and Annual Action Plan. The Consolidated Plan and Annual Action Plan provide a comprehensive 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

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 both 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(l))

The City of Dalton encouraged citizens to participate in the development of this plan and in the review of progress in implementing plan activities. The City particularly encourages involvement by low-and moderate-income households residing in areas targeted for program activities for minorities and non-English speaking persons, as well as 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 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 the development of 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. Notices of public meetings and hearings were also published in the local newspaper.

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 along with working through regulatory compliance issues as they arise. The DWCDC is also the lead agency on the Point in Time Count, which is 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.

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 took the online survey in March 2019. Stakeholder Meetings were also held and included representatives from the following organizations:

Agency/Group/ Organization	Agency/Group/ Organization Type	Section of Plan Addressed by Consultation	How Consulted
City of Dalton	Local Government	Strategic Priorities	Needs Assessment
Community Housing Resources Corporation	Local Nonprofit	Strategic Priorities	Needs Assessment
Dalton Housing Authority	Low Income Housing Provider	Strategic Priorities	Needs Assessment
Dalton NAACP	Civic Organization	Strategic Priorities	Needs Assessment
Dalton Utilities	Public Utility	Strategic Priorities	Broadband Requirements

Dalton-Whitfield County Community Development Corporation	Housing Provider	Strategic Priorities	Needs Assessment
Georgia Legal Aid Services	Legal Services	Strategic Plan	Needs Assessment
Spectrum	Broadband Provider	Strategic Priorities	Broadband Requirements
Viastat	Broadband Provider	Strategic Priorities	Broadband Requirements
Windstream	Broadband Provider	Strategic Priorities	Broadband Requirements
Whitfield County Hazard Mitigation Planning Committee (HMPC)	Local Government	Strategic Priorities	Hazard Mitigation

Identify any Agency Types not consulted and provide the 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
Whitfield County Comprehensive Plan	Whitfield County	Coordinating future land use planning, zoning development ordinance, transportation planning, and infrastructure planning
Whitfield County Hazard Mitigation Plan	Whitfield County Hazard Mitigation Planning Committee (HMPC)	Coordinating hazard mitigation planning with the placement of CDBG investment.

Table 2 – Other local / regional / federal planning efforts

Summary of the citizen participation process/Efforts made to broaden citizen participation and how it impacted goal setting

During the preparation of the PY2020 Annual Action Plan, a virtual Public Review Meeting was held on Monday, May 25, 2020, to obtain comments on the PY2020 Annual Action Plan draft and funding recommendations for PY2020 CDBG and CDBG-CV Program. A 5-day comment period commenced on Friday, May 22, 2020, and concluded on Wednesday, May 27, 2020. The PY2020 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 May 22, 2020
- A draft of the Annual Plan for FY2020 was placed on public display for five days beginning May 22, 2020
- The City held a virtual public hearing on a date on Monday, May 25, 2020, at the following link to obtain final comments on the draft FY2020 Annual Action Plan and the proposed use of CDBG and CDBG-CV funds for the 2020 program year. There were no comments received during this meeting.

The 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 one 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 ad in the Daily Citizen News	The City did not receive any comments based solely on the newspaper ad.	All comments were accepted	n/a

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 18, 2020, HUD published the PY2020 allocation for the CDBG programs. HUD allocated \$434,399 in CDBG funds. The City does not anticipate receiving any program income during the next Plan Year.

The City of Dalton also received \$255,543 in CDBG funds through the Coronavirus Aid, Relief, and Economic Security Act (CARES Act). The City will amend its 2019-2023 Consolidated Plan is to utilize Community Development Block Grant funds to respond to the coronavirus pandemic known as COVID-19.

Expected Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1			Expected Amount Available Remainder of ConPlan	Narrative Description
			Annual Allocation:	Program Income:	Prior Year Resources:		
CDBG	Public-Federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	\$434,399	\$0	\$0	\$1,737,596	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.
CDBG-CV	Public-Federal	Economic Development and Public Services	\$255,543	\$0	\$0	\$255,543	CDBG-CV funding implements a small business loan program to assist small businesses that have been economically affected by COVID-19 and a food delivery program.
			Total:				
					\$434,399		
						\$255,543	

Table 3 - Expected Resources – Priority Table

Annual Action Plan

12

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 publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

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	2020	2021	Non-Housing Community Development Needs	Citywide	Administrative and planning costs to operate the CDBG program successfully	CDBG-\$86,879.80 CDBG-CV-\$51,108.60	Not applicable
2	Provide Public Services	2020	2021	Non-Housing Community Development Needs	Citywide	Increase the Capacity of Public Services	\$56,923.00 - CDBG \$54,434.40 - CDBG-CV	CDBG- Public Service Activities other than Low/Moderate Income Housing Income Benefit: 40 Persons Assisted CDBG-CV- Food Delivery Program - Persons Assisted: 50
3	Rehabilitation of Affordable Rental Units	2020	2021	Affordable Housing	Citywide	Increase Access to Affordable Housing	CDBG-\$180,000.00	Rental Units Rehabilitated: Household Housing Unit: 25

4	Economic Development	2020	2021	Economic Development	Citywide	Assist small businesses that have been economically affected by COVID-19	CDBG-CV \$150,000.00	CDBG -CV: Number of Small Businesses Assisted: 20
5	Public Facility	2020	2021	Public Facility	Citywide	Facility renovations services low and moderate clients	CDBG- \$110,596.20	Public Facility: Number of Persons Served: 100

Table 4 – Goals Summary

Goal Descriptions

1	Goal Name: Planning and administration Goal Descriptions: Administrative and planning costs to operate the CDBG program successfully
2	Goal Name: Provide public services 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 Goal Description: Rehabilitate existing affordable rental housing units for LMI households plus special needs and homeless individuals
4	Goal Name: Economic Development Goal Description: Assist small businesses that have been economically affected by COVID-19
5	Goal Name: Public Facility Goal Description: Facility renovations services low and moderate clients

Projects

AP-35 Projects – 91.220(d)

Introduction

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

Projects

No.	Project	Goals Supported	Geographic Area	Needs Addressed	Funding
1	CDBG Administration & Planning	CDBG Planning and Administration	Citywide - Other	CDBG Planning & Administration	CDBG - \$86,879.80; CDBG-CV - \$51,108.60
	Description	CDBG Program Administration & Planning			
	Target Date for Completion				6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities				1
	(Note: Additional information for this discussion may be available on the AP-36 Project Detail screen.)				
	Location Description (Note: Additional information for this discussion may be available on the AP-36 Project Detail screen.)	Citywide			
	Planned Activities (Note: Additional information for this discussion may be available on the AP-36 Project Detail screen.)	CDBG Program Administration & Planning			
2	Northwest GA Family Crisis Center	Provide Public Services	Citywide - Other	Public Services	CDBG : \$14,923
	Description	CDBG Public Services, operating costs for Community Latino Specialist for Domestic Violence			
	Target Date for Completion				6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities				20
	(Note: Additional information for this discussion may be available on the AP-36 Project Detail screen.)				
	Location Description (Note: Additional information for this discussion may be available on the AP-36 Project Detail screen.)	Citywide			
	Planned Activities (Note: Additional information for this discussion may be available on the AP-36 Project Detail screen.)	CDBG Public Services, operating costs for Community Latino Specialist for Domestic Violence			
3	Friendship House	Provide Public Services	Citywide - Other	Public Services	CDBG : \$18,000
	Description	Organization will provide quality affordable childcare assistance for low income mothers to assist them in furthering their education. CDBG funding will be provided as childcare assistance for four 2-year old students.			
	Target Date for Completion				6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities				20
	(Note: Additional information for this discussion may be available on the AP-36 Project Detail screen.)				
	Location Description (Note: Additional information for this discussion may be available on the AP-36 Project Detail screen.)	Citywide			
	Planned Activities (Note: Additional information for this discussion may be available on the AP-36 Project Detail screen.)	Organization will provide quality affordable childcare assistance for low income mothers to assist them in furthering their education. CDBG funding will be provided as childcare assistance for four 2-year old students.			

4	Latin America Association Description Target Date for Completion Estimate the number and type of families that will benefit from the proposed activities (Note: Additional information for this discussion may be available on the AP-36 Project Detail screen.) Location Description (Note: Additional information for this discussion may be available on the AP-36 Project Detail screen.) Planned Activities (Note: Additional information for this discussion may be available on the AP-36 Project Detail screen.)	Provide Public Services CDBG Public Services, Operating costs for homeless/at risk homeless Latino households Citywide CDBG Public Services, Operating costs for homeless/at risk homeless Latino households	Citywide - Other Public Services 	CDBG : \$24,000 	6/30/2021 25
5	Dalton Housing Authority Description Target Date for Completion Estimate the number and type of families that will benefit from the proposed activities (Note: Additional information for this discussion may be available on the AP-36 Project Detail screen.) Location Description (Note: Additional information for this discussion may be available on the AP-36 Project Detail screen.) Planned Activities (Note: Additional information for this discussion may be available on the AP-36 Project Detail screen.)	Improve access to and quality of Housing Public Facility renovations to replace HVAC at Red Clay 405 Sequoyah Place, Dalton, GA 30721 Public Facility renovations to replace HVAC at Red Clay	Citywide - Other Affordable Housing 	CDBG : \$180,000 	6/30/2021 15
6	City of Dalton Food Delivery Program Description Target Date for Completion Estimate the number and type of families that will benefit from the proposed activities (Note: Additional information for this discussion may be available on the AP-36 Project Detail screen.) Location Description (Note: Additional information for this discussion may be available on the AP-36 Project Detail screen.) Planned Activities (Note: Additional information for this discussion may be available on the AP-36 Project Detail screen.)	Improve access to and quality of Housing City will operate a food delivery program for low income households affected by COVID-19. Citywide City will operate a food delivery program for low income households affected by COVID-19.	Citywide - Other Affordable Housing 	CDBG-CV : \$54,434.40 	6/30/2021 50
7	City of Dalton Economic Development Program Description Target Date for Completion Estimate the number and type of families that will benefit from the proposed activities (Note: Additional information for this discussion may be available on the AP-36 Project Detail screen.) Location Description (Note: Additional information for this discussion may be available on the AP-36 Project Detail screen.) Planned Activities (Note: Additional information for this discussion may be available on the AP-36 Project Detail screen.)	City will a small business loan program to assist businesses impacted by COVID-19 Citywide City will a small business loan program to assist businesses impacted by COVID-19	Citywide - Other Economic Development 	CDBG-CV : \$150,000 	6/30/2021 20
8	City of Refuge Description Target Date for Completion Estimate the number and type of families that will benefit from the proposed activities (Note: Additional information for this discussion may be available on the AP-36 Project Detail screen.) Location Description (Note: Additional information for this discussion may be available on the AP-36 Project Detail screen.) Planned Activities (Note: Additional information for this discussion may be available on the AP-36 Project Detail screen.)	Roof Repair for facility serving low income households City will a small business loan program to assist businesses impacted by COVID-19 Citywide City will a small business loan program to assist businesses impacted by COVID-19	Citywide - Other Public Facility 	CDBG : 110,596.20 	6/30/2021 20

Table 5 - Project Information
Annual Action Plan

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 that have concentrations of minority populations or low-income populations, respectively, statistically and significantly larger than the minority or low-income population for the City as a whole. For the purposes of this Annual Plan, “Minority concentration” is defined as those tracts with greater than 51% low and moderate-income.

AP-38 Project Summary

Project Summary Information

#	Project Name
1	City of Dalton Administration & Planning
2	Northwest Georgia Family Crisis
3	Friendship House
4	Latin America Association
5	Dalton Housing Authority
6	City of Dalton Food Delivery Program
7	City of Dalton Economic Development Program
8	City of Refuge

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 that have concentrations of minority populations or low-income populations, respectively, statistically and significantly larger than the minority or low-income population for the City as a whole. For the purposes of this Annual Plan, “Minority concentration” is defined as those tracts with greater than 51% low and moderate-income.

Racially and Ethnically Concentrated Areas of Poverty

In addition to accessing residential patterns of protected classes, this section uses a methodology developed by HUD to identify racially and ethnically concentrated areas of poverty (RCAP/ECAPs). HUD defines an RCAP/ECAP as a census tract with an individual poverty rate of 40% or higher (or an individual poverty rate at least three times that of the tract average for the metropolitan area, whichever is lower) and a non-White population of 50% or more. According to the HUD GIS data and the 2015-2017 American Community Survey, the City of Dalton does not have any areas of concentrated poverty.

Geographic Distribution

Target Area	Percentage of Funds
Citywide	80%

Table 6 - 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 for the rehabilitation and renovation of single-family homes in low-income neighborhoods to improve the housing conditions within those neighborhoods. This method of allocation 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 City will allocate CDBG funds to rehabilitate existing housing units. 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 2020 program year.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	25
Special-Needs	0
Total	25

Table 7 - 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	10
Acquisition of Existing Units	0
Total	10

Table 8 - 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 of public housing

Not Applicable

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 how 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 cycle of ESG funding, 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 the needs of the homeless 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 of homelessness population.

The Georgia Balance of State Continuum of Care collaborates with nonprofit organizations to analyze current needs to assist in identifying funding gaps and other gaps in services. The Homeless Point in Time Count, organized by the Dalton Whitfield Community Development Corporation, annually assesses the characteristics of the homeless population in 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 of decreasing or ending 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 therefore relies on the distribution received by the State. The Department of Community Affairs provides ESG funding for essential services and operations to emergency shelters and transitional housing facilities. These facilities offer accommodation and services to citizens of Dalton 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 the implementation of 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, which includes 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 a variety of family or individual circumstances is necessary to assist families in preventing homelessness. These facilities and services will be able to meet the needs of families with children, individuals, persons with special 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 barriers to affordable housing and opportunities. A detailed description of these contributing factors can be found in the 2019 AI (accessed from the City of Dalton website), and highlights are listed below:

Actions it 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

Discussion:

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

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

- Continue to support and encourage 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 utilize space for additional housing better.
- 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 rate of underwriting approval 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, and 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 services provided by CoC members and standardize performance measures. Dalton will also review and analyze the work of its various departments and divisions to find opportunities for collaboration between similar programs.

Actions planned to foster and maintain affordable housing

Affordable housing will be secured and encouraged by the introduction of 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

Dalton, through the Georgia State Department of Health, 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. 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 of the 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 in support of affordable housing, work, and employment opportunities.

Actions planned to develop an 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 the needs of its citizens. Dalton will seek opportunities to participate in collaborative groups to streamline the actions of public service agencies 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 the allocation of other resources. The creation of such an entity will allow local nonprofit organizations to focus their efforts collectively and to avoid duplication of services within the City.

Program Specific Requirements

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

Introduction:

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 defines program income that is available for use that is included in projects to be carried out.

Other CDBG Requirements

- | | |
|---|-----|
| 1. The amount of urgent need activities | \$0 |
| 2. The estimated percentage of CDBG funds that will be used for activities those benefit persons of low and moderate-income | 80% |

Overall Benefit - A consecutive period of one, two, or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate-income. Specify the years covered that include this Annual Action Plan.

Appendix - Alternate/Local Data Sources

No alternate/local data was used in the development of this plan.

Other CDBG Requirements

1. The number of urgent need activities

No activities have been identified under urgent need.



CITY COUNCIL AGENDA REQUEST

Meeting Type: Mayor & Council Meeting

Meeting Date: 06/01/2020

Agenda Item: Change Order 001 - Richards and Associates Engineering, Inc. for Covie Drive Site Design Services

Department: Public Works

Requested By: Andrew Parker

Reviewed/Approved by City Attorney? Yes

Cost: \$1,500

Funding Source if Not in Budget 2015 SPLOST - Stormwater Category - SP158

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

This is change order 001 to the contract approved by City Council on May 18, 2020 with Richards and Associates Engineering, Inc. for site design services on Covie Drive.

The Site Design Services Proposal for the City of Dalton from Richards and Associates Engineering, Inc., dated May 14, 2020, is to be increased in the amount of \$1,500 to cover the cost of additional Errors and Omissions insurance coverage for this project. The vendor is an active City of Dalton vendor, but only has \$250,000 coverage. This amount must be increased to \$1,000,000 to meet the current City of Dalton Purchasing Policy.

The total contract amount was originally \$9,600 and is now increased to \$11,100.



CONTRACT CHANGE ORDER

CHANGE ORDER NO.: 001

CONTRACT: Covie Drive
Site Design Services Proposal

CONTRACTOR: Richards and Associates Engineering, Inc.

The Site Design Services Proposal for the City of Dalton from Richards and Associates Engineering, Inc., dated May 14, 2020, is to be increased in the amount of \$1,500 to cover the cost of additional Errors and Omissions insurance coverage for this project. The vendor is an active City of Dalton vendor, but only has \$250,000 coverage. This amount must be increased to \$1,000,000 to meet the City of Dalton Purchasing Policy.

Mayor and Council Approval Date: May 18, 2020

BY:

Megan Elliott
Project Engineer

Agreed to by:

Contractor Representative & Title (Print): _____

Contractor Representative Signature: _____

Date: _____



Richards & Associates Engineering, Inc.
PO Box 220
Chatsworth, GA 30705
(706) 695-0661

May 14, 2020

Mr. Andrew Parker
Public Works Department
Dalton, GA

Re: Proposal for Site Design Services
Covie Drive
Dalton, GA

01 Topographic Survey \$3,100

Richards & Associates Engineering, Inc. (RAE) will contract with Lewis & Associates Land Surveying (LALS) to provide a topographic survey of the subject area to include lots on Covie Drive and a portion of lots on Winton Drive. LALS will also provide the asbuilt survey of the pond after construction.

02 Site Design \$6,500

Richards & Associates Engineering, Inc. (RAE) will use the topographic survey to design and prepare construction drawings for a regional detention pond to mitigate storm events for downstream properties. This will include a Grading and Drainage Plan, Erosion Control Design, and construction details.

We will design the detention pond as a “best fit” to maximize the mitigation using the available area on the lots on Covie Drive. The pond will be designed for peak flow attenuation only and will not include water quality or meet the requirements of the current city stormwater ordinance.

We will prepare an Erosion, Sedimentation and Pollution Control Plan as required by The City of Dalton per the Manual for Erosion and Sediment Control in Georgia and per the requirements of the National Pollution Discharge Elimination System (NPDES), Georgia permit GAR 100001 for Stand-Alone Projects. We will assist with submittal of the Notice Of Intent (NOI) to the Georgia Environmental Protection Division.

RAE will provide the required stormwater management pond as-built survey and certification.

We will visit the site two (2) times during construction; one time for the required Seven-Day inspection, and once for the pond certification. All other requested visits will be billed hourly per the attached fee schedule.

Richards & Associates Engineering, Inc.
Proposal for Site Design Services
Covie Drive
Dalton, GA

2

The following are excluded from this contract:

- Wetland investigation
- Geotechnical investigation
- Phase 1 ESA
- Permitting/review fees
- Structural design
- Construction staking
- Plan copies

If you find this proposal acceptable, please sign the bottom of the first sheet and return a copy of it to our office along with the required retainer.

Accepted by: _____

Client: _____ Date: _____

Client agrees to the Standard Terms and Conditions set forth on the attached sheet.

Richards & Associates Engineering, Inc.
Proposal for Site Design Services
Covie Drive
Dalton, GA

3

STANDARD TERMS AND CONDITIONS

- This proposal shall be good for a period of sixty (60) days.
- If this proposal is acceptable, the Owner shall sign where indicated or respond to Richards & Associates Engineering, Inc. (RAE) with a written Notice To Proceed. This shall constitute a legal and binding contract between the Owner and RAE.
- RAE maintains Professional Liability and General Liability insurance for work performed by RAE only. Client/Owner agrees to hold any claim against RAE to a maximum of \$25,000 or the contract amount, whichever is less. Client/Owner agrees to Hold Harmless RAE for services provided by subcontractors.
- Owner agrees to indemnify and hold harmless individual employees, officers or directors of RAE against claims associated with this project. Owner agrees that any claim shall be directed and/or asserted against RAE and not against any or RAE's employees, officers or directors.
- Due to the nature of the project and unforeseen subsurface conditions, Client/Owner agrees to Hold Harmless RAE and its subcontractors for engineering design related issues presented during construction as a result of unforeseen conditions. RAE and its subcontractors will work with Client/Owner and the contractor to rectify any problem presented during construction within the original scope of work. Issues presented during construction that fall outside the original scope of work will be billed at an hourly rate.
- RAE will complete the work as described in the contract in a timely manner unless delayed. Delays may include stopping work at the Client/Owner's request, lack of information, design changes or other factors beyond the control of RAE.
- The Owner, by signing this contract, assures that RAE and its subcontractors have permission to work on the subject property and have the right to access the property. RAE may access the property to investigate and gather information pertinent to the design. RAE may utilize hand tools such as machetes and shovels to clear light brush and excavate shallow utilities or structures.
- Owner shall furnish all relevant information concerning the site to RAE. This includes plats, reports, restrictive covenants, etc...
- RAE agrees to provide engineering services under the direction of the Client/Owner. RAE will provide Construction Documents based on sound, industry standard engineering practice for use by the Client/Owner. RAE does not guarantee that the design will be permitted by the local, state or federal agencies that may review the documents. Owner is responsible for obtaining all permits required prior to commencing construction operations.
- At the request of the Client/Owner, RAE may show improvements on adjacent property or within proposed easements or on property not currently held by the Owner. The Client/Owner is responsible for ensuring that all construction occurs on real estate or legal easements held by the Owner.
- RAE will produce the original plots, signed and sealed to remain at the office of RAE. All paper copies will be provided via Dalton Print Shop for \$3.00 each. PDF copies will be provided at no cost.
- All documents prepared by RAE will remain the property of RAE and may not be copied, reproduced or distributed without the express written consent of RAE.
- RAE will invoice Reimbursable Expenses to the Owner with a 10% markup. Reimbursable Expenses include any out-of-pocket expenses incurred by RAE on behalf of the Owner, such as, but not limited to the following: mileage, shipping fees, etc...
- The Client/Owner shall furnish RAE with any specialized billing procedures. RAE will invoice per the invoice schedule set forth in the contract.
- Payment is due immediately upon receipt of the invoice. After 30 days, the Client/Owner agrees to pay 1.5% late fee per month on unpaid balances.
- Failure to pay within 45 days from the date of the invoice will be considered by RAE to be a breach of contract and RAE may cease work and hold all work without penalty from the Client/Owner.

STANDARD FEE SCHEDULE

<u>Position</u>	<u>Hourly fee</u>
Professional Engineer	\$150
CAD Draftsman	\$90
Clerical	\$50
Survey Crew	\$150
Professional Surveyor	\$150

<u>Reimbursable expense</u>	<u>Rate</u>
Mileage	\$0.60/mi
Shipping	cost + 10%
Other expenses	cost + 10%