



**MAYOR AND COUNCIL MEETING  
MONDAY, JUNE 20, 2022  
6:00 PM  
DALTON CITY HALL**

**A G E N D A**

**Call to Order**

**Pledge of Allegiance**

**Approval of Agenda**

**Public Commentary:** *(Please Complete Public Commentary Contact Card for the Record)*

**Minutes:**

- [1.](#) Mayor & Council Minutes of June 6, 2022

**Unfinished Business:**

- [2.](#) Second Reading Ordinance 22-16 An Ordinance To Repeal Subsection (1) "Initial Applications" Of Section 6-7 Of The Revised Code Of 2001 For The Purpose Of Consolidating Consideration Of All Applications For License For The Sale Of Alcoholic Beverages At The Mayor And Council; To Repeal Conflicting Laws And Regulations; To Establish An Effective Date; And For Other Purposes.

**New Business:**

- [3.](#) (2) New 2022 Alcohol Beverage Applications
- [4.](#) Concession Stand Operator Agreement with Top Shelf Food and Beverage Management
- [5.](#) FY-22 Budget Amendment #3

**Supplemental Business**

**Announcements:**

6. City offices will be closed Monday, July 4, 2022 for Independence Day. The City Council Meeting scheduled for Tuesday, July 5, 2022 has been cancelled. The next Mayor and Council Meeting will be held Monday, July 18, 2022.

**Adjournment**

THE CITY OF DALTON  
MAYOR AND COUNCIL MINUTES  
JUNE 6, 2022

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 Dennis Mock, Annalee Sams and Steve Farrow, City Administrator Andrew Parker and City Attorney Terry Miller. Council member Tyree Goodlett was absent.

CALL TO ORDER

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

APPROVAL OF AGENDA

On the motion of Council member Mock, second Council member Sams, the Agenda dated June 6, 2022 was approved. The vote was unanimous in favor.

PUBLIC COMMENTARY

There were no public comments.

MINUTES

The Mayor and Council reviewed the Regular Meeting Minutes of May 16, 2022. On the motion of Council member Mock, second Council member Farrow, the minutes were approved. The vote was unanimous in favor.

SECOND READING ORDINANCE 22-07

On the motion of Council member Farrow, second Council member Mock, the Mayor and Council approved the Second Reading of Ordinance 22-07 an Ordinance to Amend “The Mayor and Council of The City of Dalton Employees’ Pension Plan” (2008 Version, As Amended) In Section 12.16 Captioned “No Pension Benefit Payable Before Termination of Employment; Pension to Cease If Again Placed on Payroll;” To Provide an Effective Date; To Provide for Severability; And for Other Purposes. The vote was unanimous in favor.

(6) NEW 2022 ALCOHOL APPLICATIONS

The Mayor and Council reviewed the following alcohol beverage applications:

2022 ALCOHOL APPLICATIONS

1. Business Owner: Mariscos el Cuhhhmaron, LLC  
d/b/a: Mariscos el Cuhhhmaron  
Applicant: Jose G. Martinez Jr.  
Business Address: 229 N. Hamilton St  
License Type: Pouring Beer, Pouring Wine, Pouring Liquor (Restaurant)  
Disposition: **New**
2. Business Owner: Kumo Sushi Inc.  
d/b/a: 1277 N. Glenwood Ave.  
Applicant: Xiong Wei, CHen  
Business Address: 1277 N. Glenwood Ave.  
License Type: Pouring Beer, Pouring Wine (Restaurant)  
Disposition: **New**

6) 2022 ALCOHOL APPLICATIONS Continued

3. Business Owner: Dagoberto Hernandez, LLC  
d/b/a: Taqueria el Rey #3  
Applicant: Nancy A. Hernandez  
Business Address: 801 E. Walnut Ave. Ste C, D, E  
License Type: Pouring Beer, Pouring Liquor (Restaurant)  
Disposition: **New**
4. Business Owner: Alivia Enterprise, LLC  
d/b/a: Jas Tobacco  
Applicant: Linda A. Crider  
Business Address: 601 Fleming St. Ste A  
License Type: Package Beer (Convenience Store)  
Disposition: **New**
5. Business Owner: Dalton Dipped LLC  
d/b/a: Jefferson's of Dalton  
Applicant: Jake Lund  
Business Address: 200 N. Hamilton St  
License Type: Pouring Beer, Pouring Wine, Pouring Liquor (Restaurant)  
Disposition: **New**
6. Business Owner: Murphy Oil USA, Inc.  
d/b/a: Murphy USA #7812  
Applicant: Melanie A. Poe  
Business Address: 885 Shugart Rd.  
License Type: Package Beer, Package Wine (Convenience Store / Gas Station)  
Disposition: **New**

On the motion of Council member Sams, second Council member Farrow, the applications were approved. The vote was unanimous in favor.

APPLICATION AND PERMIT FOR CONDITIONAL ENCROACHMENT - NORTH HAMILTON STREET

Public Works Director Chad Townsend presented to the Mayor and Council an Application and Permit for a Conditional Encroachment on City of Dalton Right-of-Way for a Grease Trap at 229 North Hamilton Street. On the motion of Council member Mock, second Council member Sams, the Application and Permit was approved. The vote was unanimous in favor.

CDBG MEALS PROGRAM AGREEMENT WITH BROTOWN, LLC

City Administrator Andrew Parker presented the CDBG Meals Program Agreement with Brotown, LLC. Parker stated funds in the amount of \$45,750.00 will be utilized to provide a food program to the low-income area of Census Tract 4 within the City limits. Parker further stated the service period will be June 13 – July 1 and will provide 4500 meals within the 15-day period. Parker further explained the meals will be provided at James Brown Park and the Dalton Housing Authority and that persons receiving meals will be required to provide their address. On the motion of Council member Mock, second Council member Sams, the Mayor and Council approved the Agreement. The vote was unanimous in favor.

DALTON BOARD OF EDUCATION FOR THE SCHOOL RESOURCE OFFICER  
PROGRAM

Chief Cliff Cason presented the Agreement Between the City of Dalton, Georgia And the Dalton Board of Education for The School Resource Officer Program in the amount of \$423,800.76 for (6) SRO Officers. After a lengthy discussion, on the motion of Council member Mock, second Council member Sams, the Mayor and Council approved the Agreement. Chief Cason stated that he will be meeting with the School Board and should they need additional SRO Officers the agreement approved can be amended. The vote was unanimous in favor.

ORDINANCE 22-15 – REZONING CHARLES MEYERS/JOHNNY WASHINGTON

Asst. Planning Director-Northwest Georgia Regional Commission Ethan Calhoun Presented the request of Charles Meyers and Johnny Washington to rezone from Heavy Manufacturing (M-2) to Rural Residential (R-5) a tract of land totaling 0.87 acres located on New Doris Street, Dalton, GA. Parcels (12-255-03-036 and 12-255-03-040). On the motion of Council member Farrow, second Council member Mock, the Mayor and Council approved the request. The vote was unanimous in favor.

FIRST READING ORDINANCE 22-16 – AMENDMENT TO THE ALCOHOL BEVERAGE  
CODE

The Mayor and Council held a First Reading of Ordinance 22-16 an Ordinance to Repeal Subsection (1) “Initial Applications” Of Section 6-7 Of the Revised Code Of 2001 for The Purpose of Consolidating Consideration of All Applications for License for The Sale of Alcoholic Beverages at The Mayor and Council; To Repeal Conflicting Laws and Regulations; To Establish an Effective Date; And for Other Purposes.

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: \_\_\_\_\_  
Post: \_\_\_\_\_



## CITY COUNCIL AGENDA REQUEST

**Meeting Type:** Mayor & Council Meeting  
**Meeting Date:** 06/20/22  
**Agenda Item:** Second Reading Ordinance 22-16  
**Department:** City Clerk  
**Requested By:** City Clerk  
**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:**

Second Reading Ordinance 22-16 An Ordinance To Repeal Subsection (1) "Initial Applications" Of Section 6-7 Of The Revised Code Of 2001 For The Purpose Of Consolidating Consideration Of All Applications For License For The Sale Of Alcoholic Beverages At The Mayor And Council; To Repeal Conflicting Laws And Regulations; To Establish An Effective Date; And For Other Purposes

**CITY OF DALTON  
ORDINANCE**

**ORDINANCE NO. 22-16**

An Ordinance To Repeal Subsection (1) “*Initial Applications*” Of Section 6-7 Of The Revised Code Of 2001 For The Purpose Of Consolidating Consideration Of All Applications For License For The Sale Of Alcoholic Beverages At The Mayor And Council; To Repeal Conflicting Laws And Regulations; To Establish An Effective Date; And For Other Purposes

WHEREAS, the Mayor and Council of the City of Dalton is solely vested with power and authority to issue franchises and licenses within the City of Dalton and serves as the granting authority for all applications for licenses for the sale of alcoholic beverages, at wholesale and retail, by the package and by the drink; and

WHEREAS, historically and pursuant to Section 6-7 subsection (1) of the 2001 Revised Code of 2001 the City’s Public Safety Commission, formerly the Civil Service Commission, has been tasked with screening, verifying, investigating, and reviewing all initial applications for licenses for the sale of alcoholic beverages in the City of Dalton and to make recommendations to the Mayor and Council to grant or deny such initial applications; and

WHEREAS, the Mayor and Council deem such two-step process cumbersome and inefficient in the procedure for approval of license applications that may properly be issued while awaiting meetings before the two bodies, and the Mayor and Council deem it better practice and more efficient to have the screening, investigating, and review of all initial applications presented to the authorized approving body;

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

## **SECTION I**

The statements contained in the above preamble of this Ordinance are specifically adopted as findings of fact by the Mayor and Council and may be recited as such in any proceeding where this Ordinance is being considered or may be relevant.

## **SECTION II**

Subsection (1) captioned *Initial Applications* of Section 6-7 of the Rev. Code of 2001 is hereby repealed in its entirety. Further, Subsections (2) captioned *Renewals*, (3) captioned *Determination of conduct or offenses requiring penalty, suspension, revocation or combination thereof*, (4) captioned *Modifications*, and (5) captioned *Rules* shall be re-numbered accordingly and remain in full force and effect.

## **SECTION III**

This Ordinance shall be effective as set forth hereinbelow.

## **SECTION IV**

Should any portion of this Ordinance be determined by a court of competent jurisdiction to be unlawful or unenforceable it is the intention that the Ordinance provisions be severable so that the remaining parts thereof not found unlawful or unenforceable shall be in full force and effect.

## **SECTION V**

All Ordinances or regulations of the City of Dalton in conflict herewith are hereby repealed.

## **SECTION VI**

This Ordinance shall be effective after adoption by the Mayor and Council of the City of Dalton and it being published in two (2) public places for five (5) consecutive days thereafter.

SO ORDAINED this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

ADOPTED AND APPROVED on the \_\_\_\_\_ day of \_\_\_\_\_ 2022 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 \_\_\_\_\_ and upon the question the vote is \_\_\_\_\_ ayes, \_\_\_\_\_ nays and the Ordinance DOES/DOES NOT pass.

CITY OF DALTON

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
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 following passage of the above-referenced Ordinance as of the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
City Clerk





## CITY COUNCIL AGENDA REQUEST

**Meeting Type:** Mayor & Council Meeting

**Meeting Date:** 06/20/2022

**Agenda Item:** (2) New 2022 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 2022 Alcohol Applications - Review and approval by the Mayor & Council.

**2022 ALCOHOL BEVERAGE APPLICATION APPROVAL**  
**M&C MEETING - MONDAY JUNE 20, 2022**

**(2) 2022 ALCOHOL APPLICATIONS**

1. Business Owner: The Green Door General Store LLC  
d/b/a: The Green Door General Store LLC  
Applicant: Ashlee Godfrey  
Business Address: 246 N. Hamilton St  
License Type: Package Beer (General Store)  
Disposition: **New**
  
2. Business Owner: Oaks Drive Liquor LLC  
d/b/a: Good Times Liquor  
Applicant: Asif Ali  
Business Address: 100 N. Oaks Dr. Suite B  
License Type: Package Beer, Package Wine, Package Liquor (Liquor Store)  
Disposition: **New**



## CITY COUNCIL AGENDA REQUEST

<b>Meeting Type:</b>	Mayor & Council Meeting
<b>Meeting Date:</b>	June 20, 2022
<b>Agenda Item:</b>	Top Shelf Concessions Contract
<b>Department:</b>	Parks and Recreation
<b>Requested By:</b>	Caitlin Sharpe
<b>Reviewed/Approved by City Attorney?</b>	Yes
<b>Cost:</b>	N/A
<b>Funding Source if Not in Budget</b>	N/A

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

On May 23, 2022 the Parks and Recreation Department advertised a request for proposals for concessions operations. The RFP listed the following concessions stands for interested proposers to service:

- Al Rollins Complex
- Heritage Point Park Complex (baseball/softball and new soccer fields)
- Ron Nix Soccer Complex

Proposers will oversee concessions operations of each facility while the City's Parks and Recreation Department maintains each facility.

Proposals were expected to include proposer's relative experience, sample menu with item prices, inventory list of concession equipment, references, proposed gross sales commission commitment to the City, point of sale system, food safety certifications, and proof of completing City's vendor packet.

On June 6, 2022 proposals were due. One proposal was submitted by Top Shelf Concessions. This company provided all required documentation.

Attached are the Top Shelf Concession's proposal and the provider contract.

**PARKS & RECREATION DEPARTMENT**  
**AGREEMENT FOR CONCESSION STAND OPERATOR**

**THIS IS AN AGREEMENT**, made this \_\_\_\_\_ day of \_\_\_\_\_, 2022, between:

**THE CITY OF DALTON**, a municipal corporation organized and operating under the laws of the State of Georgia, with a business address of 300 West Waugh Street Dalton, GA 30720, hereinafter referred to as the "CITY."

**and**

**TOP SHELF FOOD AND BEVERAGE MANAGEMENT LLC** hereinafter referred to as "PROVIDER". CITY and PROVIDER may hereinafter collectively be referred to as "the Parties".

In consideration of the mutual obligations of the Parties and for good and valuable consideration, the adequacy and receipt of which are hereby acknowledged, the Parties agree as follows:

**WITNESSTH:**

**THAT WHEREAS**, the City of Dalton is the owner of the Parks & Recreation Department's facilities, upon which are located concession stands used for the sale of concessions to the users of the park; and **WHEREAS**, the City of Dalton has determined that the most feasible method of providing concessions for these facilities is by contracting the same to one operator under the terms and conditions hereinafter defined; and

**WHEREAS**, the CITY has made due and proper advertisement of the nature and terms of this Contract and has accepted the proposal of PROVIDER.

**NOW, THEREFORE**, for and in consideration of the premises and the mutual considerations hereinafter set forth, the CITY and PROVIDER hereby agree to the terms and conditions hereinafter set forth:

**1. Description:** Concession rights at the following City of Dalton Parks & Recreation Department facilities:

- Al Rollins Park - 521 Threadmill RD, Dalton, GA, 30721
- Heritage Point Complex – 1275 Cross Plains Trail, Dalton, GA 30721
- Heritage Point Soccer Complex - Hale Drive, Dalton, GA, 30721
- Ron Nix Complex – 904 Civic Drive, Dalton, GA 30721

**2. Terms of Contract:** Agreement will begin as of the \_\_\_\_1\_\_\_\_ day of July, 2022 and will exist and continue through 30th day of June, 2023.

**3. Contract Amount: 15%** per month of the gross revenue of all concession stand operations will be paid upon execution and a same amount on or before the fifth (15<sup>th</sup>) day of each month thereafter that the concessions stand will be in operation including the supporting documentation on the total sales for each location to the CITY to the attention of the Parks & Recreation Director, 904 Civic Drive, Dalton, GA, 30720.

**4. General Terms and Conditions:**

(a) PROVIDER will provide concessions (or shall make arrangements for doing so) during all practices, games and tournaments played at any of the Parks & Recreation Department's facilities and exceptions will require prior approval of the City of Dalton Parks & Recreation Director. PROVIDER will provide concession for practices provided it is feasible for the PROVIDER to do so.

(b) Prices of concessions, or updates to pricing, must be submitted to the Parks & Recreation Director for approval.

(c) PROVIDER will maintain the areas around the concession site within ten (10) feet thereof in a clean and orderly manner, picking up all trash, litter or debris and depositing the same in receptacles provided by Owner for that purpose.

(d) PROVIDER shall be responsible for the entire operation of concessions at each listed Parks & Recreation facility and in connection therewith shall (1) provide all equipment required; (2) keep concession area and equipment in a safe and sanitary condition and meet all health standards of the City/County Health Department and/or State of Georgia; (3) maintain the facility in as good condition as the same area in the beginning of this Agreement, fair wear and tear excepted.

(e) All service performed by the PROVIDER shall be prompt and courteous.

(f) CITY shall provide all utilities required to operate the premises, PROVIDER's contribution thereto being included in the rental hereinabove established.

(g) No alterations, additions or improvements to the concession facility shall be made without written permission and authority of the CITY.

(h) This agreement may not be assigned or sublet by the PROVIDER without the prior written consent of the CITY.

(i) Should PROVIDER violate any term or provision of this Contract, and fail to remedy the same within thirty (30) days' notice after default, CITY may immediately terminate the contract.

(j) Contract can be terminated by either party with a thirty (30) day written notice to the other party.

(k) CITY will maintain property and liability insurance on all facilities. PROVIDER shall obtain and show evidence of the Certificate of Liability Insurance by the delivery of the applicable insurance policy to the Parks & Recreation Director, listing the City of Dalton as additional insured.

(l) E-VERIFY - PROVIDER shall be required to be registered for and comply with Federal E-Verify requirements and the requirements of the Georgia Security and Immigration Compliance Act, O.C.G.A. § 13-10-91. PROVIDER shall submit the required affidavit promulgated by the Georgia Department of Labor to affirm its compliance. “E-Verify” is an internet-based employment eligibility verification program, operated by the U.S. Department of Homeland Security (DHS) in partnership with the Social Security Administration (SSA), that allows employers to electronically verify through an online government database the work eligibility of newly hired employees. E-Verify is administered by U.S. Citizenship and Immigration Services (USCIS).

(m) INSURANCE - PROVIDER shall not provide any service until all insurance required under this paragraph has been obtained and approved by the CITY.

Certificates of Insurance reflecting evidence of the required insurance shall be filed with the CITY prior to the commencement of this Agreement. These Certificates shall contain a provision that coverages afforded under these policies will not be cancelled until at least forty-five days (45) prior written notice has been given to the CITY. Policies shall be issued by companies authorized to do business under the laws of the State of Georgia.

Insurance shall be in force until the obligations required to be fulfilled under the terms of the Agreement are satisfied. In the event the insurance certificate provided indicated that the insurance shall terminate and lapse during the period of this Agreement, then in that event, the PROVIDER shall furnish, at least thirty (30) days prior to the expiration of the date of such insurance, a renewed Certificate of Insurance as proof that equal and like coverage for the balance of the period of the Agreement and extension thereunder is in effect. The PROVIDER shall not provide any service pursuant to this Agreement unless all required insurance remains in full force and effect.

Commercial General Liability insurance to cover liability bodily injury and property damage. The City of Dalton must be listed as an additional insured. Exposures to be covered are: premises, operations, products/completed operations, and certain contracts. Coverage must be written on an occurrence basis, with the following limits of liability:

\$1,000,000	Combined Single Limit – each occurrence
\$2,000,000	Combined Single Limit – general aggregate
\$1,000,000	Personal Injury
\$1,000,000	Products/Completed Operations Aggregate

PROVIDER shall have its insurer name the CITY OF DALTON as an additional insured on its General Liability policy.

Worker's Compensation insurance shall be maintained during the life of this Agreement to comply with the statutory limits for all employees, and in the case any work is sublet, the PROVIDER shall require the subcontractor(s) similarly provide Workers Compensation Insurance for all the latter's employees unless and until such employees are covered by the protection afforded by the PROVIDER. The PROVIDER and his subcontractors shall maintain during the life of this Agreement Employers Liability Insurance. The following limits must be maintained:

- |    |                      |                                 |
|----|----------------------|---------------------------------|
| A. | Workers Compensation | Statutory                       |
| B. | Employer's Liability | \$100,000 each accident         |
|    |                      | \$500,000 Disease-policy limit  |
|    |                      | \$100,000 Disease-each employee |

If PROVIDER or its subcontractor claims to be exempt from this requirement, PROVIDER shall provide CITY proof of such exemption along with a written request for CITY to exempt PROVIDER, written on PROVIDER or subcontractor's letterhead.

PROVIDER shall also maintain Auto Liability and Directors and Officers insurance with limits reasonably acceptable to CITY during the term of this Agreement.

The CITY shall each be named as an additional insured and loss payee on all policies required by this Agreement.

**IN WITNESS WHEREOF**, the parties have caused this agreement to be signed by their duly authorized officers.

Signed, sealed, and delivered in the presence of:

**PROVIDER:**

BY: \_\_\_\_\_

Tony Black

TITLE: OWNER

COMPANY: Top Shelf Concessions

**CITY:**

BY: \_\_\_\_\_

David Pennington, MAYOR

ATTEST:

BY: \_\_\_\_\_

Bernadette Chattam, CITY CLERK





Top Shelf Concessions

Request for Proposal

Concessions Operations for  
City of Dalton

Presented by Tony Black  
06/06/22

**APPLICATION**

Applicant Name(s): Tony Black

Company Name (if one): Top Shelf Concessions

Mailing Address: 19 Candlestick Cmn NW, Cartersville GA 30120

Email Address: tony@topshelfconcessions.com

Contact Phone #(s): 423-255-6353

**COMMISSION PROPOSAL**

Year # 1 GROSS PERCENTAGE (July 1, 2022 – June 30, 2023): 15% (Paid Monthly)

POINT OF SALE TRANSACTION SYSTEM TO BE USED:

Clouet or Square

**RFP Check List –**

- ☒ A letter of interest
- ☒ Qualifications of the Proposer's relative experience in operating a concession or other similar business enterprise, including relative size of business operated, type of retail sales, etc.
- ☒ A sample menu, including proposed prices.
- ☒ A current inventory list of concession equipment (in good working condition) either owned or leased.

- ☒ At least three (3) persons or businesses that have firsthand knowledge of the proposer's ability to successfully operate and maintain a high-quality concession. References should include current addresses and phone numbers.
- ☒ A proposed gross sales commission commitment to the City for year 1 of the contract.
- ☒ Document any successful history your company has operating a Point of Sale Register in which credit card payments are accepted.
- ☒ Include food safety certifications
- ☒ Proof of completion of the City's Vendors packet



Tony Black, President  
Top Shelf Food & Beverage Management LLC  
19 Candlestick Cmn NW  
Cartersville, GA 30120  
423-255-6353  
tony@topshelfconcessions.com

City of Dalton  
ATTN: Concessions Operations for City of Dalton

As President of Top Shelf, I am delighted to submit this Letter of Intent to contractually meet your concession needs for The City of Dalton.

The Top Shelf team brings over 15 combined years of experience handling concession venues. Listed below is just a glimpse of our commitment to professionalism:

- Providing top of the line products and equipment to ensure the highest quality.
- Reliable and accurate accounting, inventory and audit systems.
- Experience with current health codes, fire codes and requirements.
- Experience in building menus to adapt to each environment.
- Complete and tiered staffing that includes Management, Team Leaders, and Team Members.

As the number of programs, facilities and expectations continue to grow for the City of Dalton, we are confident that we can take your food & beverage management services to the next level. As you will see in our proposal, we are well-prepared and excited to assist in your vision and growth. Outlined in the attached package, please find the requested elements and answers to the RFP.

We feel that Top Shelf will exceed your expectations with our professionalism, efficiency and experience in the industry. We are appreciative of your consideration and look forward to providing any additional information you may need.

Best Regards,

Tony Black

President  
Top Shelf

## **Qualifications and Information:**

- **Details on qualifications of Staff:**

Top Shelf Food and Beverage Management LLC is located in Cartersville, GA. It is a solely owned LLC, with its sole owner being Tony Black. Tony attended the University of Georgia before beginning a position with Chick-fil-A as an Outside Sales Manager. With this position, he oversaw accounts that included Georgia World Congress Center, Phillips Arena, Georgia Dome and the Georgia International Convention Center. During his 5 year tenure, Tony was able to increase sales from \$200,000 annually to over \$2 million in annual gross revenue. Tony has over 15 years experience in the food and beverage industry. In 2015, Tony helped create Top Shelf Concessions, Inc. to create and oversee the concessions operation for LakePoint Sports located in Emerson, GA. From July 2015 to January 2020 (completion of contract), Tony acted as President and COO, while overseeing the day-to-day operations as well as the growing demands that were needed by the expansion of the LakePoint layout. In 2020, Top Shelf F&B mgt. was created as a restructuring from Top Shelf Concession Inc. (in which Tony was a 25% stake holder). After securing the rights to purchase the business from his previous partners and becoming sole owner, he renamed and reinvented the venture in order to grow into various locations.

- **Method of Operations:**

Top Shelf will take a comprehensive approach while implementing its plan to execute the food & beverage operation at the desired facilities for the City of Dalton. This plan will begin with the hiring of a local team that will include Team Members, Team Leads and Management. Top Shelf believes in enriching the local area by job creation and utilization of local employees. After the hiring process, Top Shelf will implement its training program that will ensure that all employees are professionally trained to adhere to the highest service and food standards. Below find a description of each position and the estimated amount hired by Top Shelf (in parenthesis).

- a. Team Member (12) - Handle day to day duties including but not limited to Cashiering, Cooking, Cleaning, Stocking.
- b. Team Lead (2-3) - Oversee day to day operations of Team Members and also assist in Inventory Reporting, Opening Duties, and Closing Duties.
- c. Management (1) - Oversee Team Leads and Team Members. Responsible for accepting and checking in truck deliveries, daily accounting and reporting, scheduling and up-keep of the overall

standards set by Top Shelf. Serv Safe Certification will either need to be held prior to hiring or will be obtained in the first 60 days of employment. Being a point person for communications with the City of Dalton will also be included in the scope of job. We believe in maintaining an open and collaborative relationship that includes communication and transparency.

- d. President - Tony Black believes in continual interaction with employees and the Client (City of Dalton). Tony will conduct routine site visits on a bi-weekly/monthly basis along with monthly sit down meetings with management staff and scheduled meetings with City of Dalton staff if desired. The initial implementation (hiring, training, initiating plan) will be overseen by Tony and he, along with the Top Shelf Startup Team, will be the lead in training and staffing of all positions associated with the contract.

Top Shelf will assess all venues and address any equipment needs to ensure that each facility will be able to meet all desired needs. Any need being found will result in the purchase, delivery and setup of equipment by Top Shelf. We will use the newest and best equipment available at the time. Through the utilization of this equipment, we believe that our menu mix will meet and even exceed expectations. Top Shelf also possesses a large inventory of equipment that will be available if deemed necessary. Through communication with the City of Dalton, Top Shelf will staff and order appropriately to ensure that operational days are executed with the highest expertise in the industry. This will be executed with the utmost attention paid to Customer Service, Cleanliness and Cost Effectiveness.

- **Details on Qualifications of Top Shelf:**

Since its inception in 2015, Top Shelf has experience in overseeing multiple events across many platforms. Top Shelf has the capacity and flexibility to adapt to any event size. We have successfully navigated large scale events such as week-long Baseball tournaments, Cheerleading events, State Wrestling championships and highly touted (Under Armor, Adidas, Nike) summer basketball

tournaments. These highlighted events ranged from 1000 to over 10,000 people per day. In 2019, Top Shelf serviced 1.1 million customers across our various accounts. In 2021, despite the unfortunate events attributed to the Covid 19 pandemic, Top Shelf



still serviced over one million customers across its 13 locations and experienced business growth in an environment that would have suggested otherwise.

### **Work Processes:**

- **Types of Uniforms and Dress Code:**

Top Shelf supplies its staff with logo'd apparel to wear during all shifts. Our dress code (a section in our employee handbook) is to be adhered to at all times during operation. Warmer weather dress code consists of Top Shelf T-shirt, Khaki shorts and tennis shoes (non-stick if required due to facility conditions). Colder weather dress code consists of Top Shelf Long sleeve shirt, Khaki pants and tennis shoes. An approved jacket may be worn if circumstances warrant.

- **Menu and Food Selection Process:**

Top Shelf's owner, Tony Black, has extensive experience of over 15 years in the food industry. This allows him to create unique experiences and menu items that cater to local preferences, while also providing the staples to any concessions menu such as; Hamburgers, Hotdogs, snacks and drinks.

- **Sample Menu and Pricing:**

Please find an example attached at the end of the proposal. Each menu we design is venue specific. This is presented as an example and is not a rigid representation. MENU MIX AND PRICING ARE FLEXIBLE UPON REQUEST BY City of Dalton.

- **Labor Scheduling:**

"Homebase" is the program that we utilize to schedule our staff. We enjoy the unique benefits it provides, such as:

- Smart phone application that can immediately alert staff of scheduled shifts.
- Messaging capabilities with individual staff or the staff as a whole.
- The ability for staff to drop, trade or add shifts as they desire, allowing for a flexible work schedule.
- Scheduling for multiple locations with designations that make it easy for the staff to understand where they are needed.

The Homebase logo is a dark gray rectangle with the word "homebase" in white, lowercase, sans-serif font.

- **Proposed Commission:**

Top Shelf is proposing a **15%** commission to be paid to the City of Dalton on a monthly basis

- **Sanitation Policies:**

We adhere to all sanitation policies that are taught in the Serv Safe program. All management staff are required to have Serv Safe certification either prior to or within 60 days of hiring. We are also aware and thoughtful towards recent health concerns involving Covid and any future health concerns that may arise. Top Shelf will continue to be advised by the recommendations of Local, State and Federal health organizations and experts and adhere to any policies or approaches that are set forth.

- **Point of Sale System:**

Top Shelf partners with Clover to operate a high quality Point of Sale System that allows for us to maximize information for greater customer interaction and to ensure that we continue to offer



options that are most highly sought after. We utilize Clover for all Cash and Credit transactions to be taken. This includes all potential transaction options such as Apple Pay, Samsung Pay, Google Pay, etc. All sales are recorded through Clover and conveniently stored in an account that will be specific to the City of Dalton contract. The Clover interface allows both Top Shelf to get as specific or generalized in the sales data as desired. Monthly reports will be tracked by Top Shelf and used to produce the commission percentage for City of Dalton. A breakdown of this monthly report will be mailed to the City of Dalton, for records and verification, every month.

- **Current Inventory List of Concessions Equipment:**

Top Shelf currently has an extensive list of concessions equipment that would be available to this account. This equipment list consists of (but is not limited to): warmers, popcorn machines, grills, freezers & refrigerators. Top Shelf also has the resources to purchase any necessary equipment to provide the services that are required by the City of Dalton.

- **Certificate of Insurance:**

A Certificate of Insurance will be provided upon award of contract. This insurance certificate will include all insurance requirements requested by the City of Dalton.

- **Performance Statement:** Top Shelf has a vision to offer a first class experience that is unrivaled by its competitors. The Top Shelf difference is that we can bring an upgraded experience to a more local and hometown sports venue or arena. Top Shelf has the outlook to make this a long lasting relationship that benefits all parties but most



importantly with a focus on Customer Service and Quality. We want to ensure that the facilities of the City of Dalton are held in highest regards among their patrons and peers.

### **Related Projects and References:**

- Top Shelf enjoys a list of clients that are similar in nature and scope to the City of Dalton. Our list of current Clients that are similar to Dalton are as follows:
  - City of Cartersville
    - Dellinger Park Softball Complex
    - Dellinger Pool
  - City of Chattanooga
    - Summit Softball Complex
    - Warner Park
    - Frost Stadium
  - Cobb County
    - Al Bishop Softball Complex
    - Seven Springs Water Park
    - Cobb County Civic Center
  - City of Kennesaw (Kennesaw Baseball Association)
    - Kennesaw Baseball Park
    - Kennesaw Softball Park

This list includes a vast array of venues such as: Baseball & Softball parks, Civic Centers & Water Parks

We service these clients during their respective sports seasons and also during any tournaments and added events that they may have.

### **References:**

- A. Tom Gilliam - Director - Cartersville Parks and Rec  
100 Pine Grove Rd., Cartersville GA 30120  
770)607-6173
- B. Mario Henson - Services Division Manager - Cobb County  
1792 County Services Parkway, Marietta GA 30008  
770)528-8806
- C. Nathan Cook - Facility Director - Summit Softball Complex (Chattanooga)  
4900 La Collina Way, Ooltewah, TN 37363  
423)903-0674



## Entrees

Hamburger	\$4.50
Cheeseburger	\$5.50
Hot Dog	\$3.50
Nachos & Cheese	\$4.50
Add Jalapenos + \$0.50	

**Top Shelf Loaded Nachos** \$7.00  
BBQ Pulled Pork, Nacho Cheese & Jalapenos

**Top Shelf Loaded Fries** \$7.00  
BBQ Pulled Pork, Nacho Cheese & Jalapenos

**Pulled Pork Sandwich** \$5.50

## Snacks & Sides

French Fries	\$3.00	Chips	\$2.00
Cheese Fries	\$4.00	Popcorn	\$2.50
Cotton Candy	\$4.00	Pickle	\$2.50
Boiled Peanuts	\$3.00	Slim Jim	\$3.00
Candy (Assorted)	\$2.00		

## Beverages

Coca-Cola Bottle	\$3.25	Body Armor	\$4.00
Powerade	\$3.25	Monster Energy	\$4.25
Bottled Water	\$2.00		



## Ice Cream

Mini Melts	\$5.00	Frozen Lemonade	\$5.00	Sno Cones	\$3.50
------------	--------	-----------------	--------	-----------	--------

Have a Top Shelf Day!

WE ACCEPT ALL MAJOR CREDIT & DEBIT CARD PAYMENTS



\*LIMITED MENU DURING CERTAIN TIMES & EVENTS\*

FINANCE DEPARTMENT  
P.O. BOX 1205  
DALTON, GEORGIA 30722  
PHONE: (706) 278-6006  
FAX: (706) 277-4640



FOR CITY USE ONLY

<input type="checkbox"/> Initial Application		<input type="checkbox"/> Revision	
Vendor ID			
Month	Day	Year	
Initial Below when complete Packet Completion verified _____			

## VENDOR APPLICATION

Contract Number _____	
Project Name _____	
Top Shelf Food and Beverage Management, LLC	
Company/Individual Name: _____	
Top Shelf Concessions	
Doing Business As: _____	
19 Candlestick Cmn	
Physical Address: _____	
Cartersville	GA 30120
City: _____	State: _____ Zip Code: _____
N/A	
Remittance Address for payments: _____	
City: _____	State: _____ Zip Code: _____
Principal line of business, please briefly describe any services or products provided: _____	
Concessions, Food & Beverage Services	
423-255-6353	
Phone Number: _____	Fax Number: _____
E-Mail Address: _____	
tony@topshelfconcessions.com	
Vendor Contact/Representative: _____	
Tony Black	
Organized as: <input checked="" type="checkbox"/> Individual <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation	Date: 02/20 State: GA
Federal Tax ID Number (if company): 8 4 4 4 4 7 7 5 9	
Social Security Number (if individual): _____	
DUNS Number: _____	
Special Status: <input type="checkbox"/> DBE-Disadvantaged Business Enterprises (Please submit copy of certificate)	
<input type="checkbox"/> MBE-Minority Owned (Please submit copy of certificate)	
<input type="checkbox"/> WBE-Women Business Enterprises (Please submit copy of certificate)	

I certify, under penalty of perjury, that the following statement is true:

**"By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to § 12-12-106."**

Company Name: Top Shelf Concessions

Signature: [Signature]

Print Name: Tony Black

STATE OF Georgia

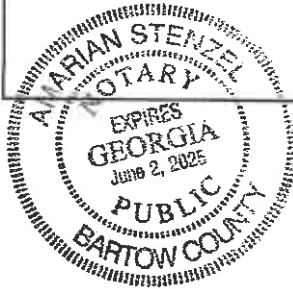
COUNTY OF Bartow

On this 6<sup>th</sup> day of June, 2022, before me personally appeared, to me known to be the person (or persons) described in and who executed the foregoing instrument, and acknowledged that such person (or persons) executed the same as such person (or person's) free act and deed.

Notary Public [Signature]

Print Name Arian Stenzel

My Commission Expires: June 2 2025



STATE OF GEORGIA

WHITFIELD COUNTY

CITY OF DALTON

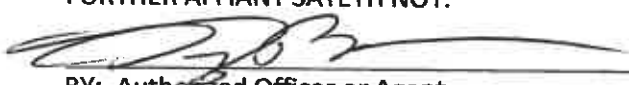
VENDOR AFFIDAVIT AND AGREEMENT (E-Verify)

COMES NOW before me, the undersigned officer duly authorized to administer oaths, the undersigned contractor, who, after being duly sworn, states as follows:

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. § 13-10-91 and Georgia Department of Labor Rule 300-10-1-.02, stating affirmatively that the individual, firm, or corporation which is contracting with the City of Dalton, Georgia has registered with and is participating in a federal work authorization program and will continue using the program throughout the contract period in accordance with the applicability provisions and deadlines established in O.C.G.A. § 13-10-91 and Georgia Department of Labor Rule 300-10-1-.02.

The undersigned contractor further agrees that, should it employ or contract with any subcontractor(s) in connection with the physical performance of services pursuant to the contract with the City of Dalton, Georgia of which this affidavit is a part, the undersigned contractor will secure from such subcontractor(s) similar verification of compliance with O.C.G.A. § 13-10-91 and Georgia Department of Labor Rule 300-10-1-.02 through the subcontractor's execution of the subcontractor affidavit required by Georgia Department of Labor Rule 300-10-1-.08 or a substantially similar subcontractor affidavit. The undersigned contractor further agrees to maintain records of such compliance and provide a copy of each such verification to the City of Dalton, Georgia at the time the subcontractor(s) is retained to perform such service.

FURTHER AFFIANT SAYETH NOT.

  
BY: Authorized Officer or Agent  
Top Shelf Food and Beverage Management, LLC

5/31/22

Date

02/2020

Authorization Date for EEV Program  
1840280

Contractor Name  
Owner

Employment Eligibility (EEV) #

Title of Authorized Officer or Agent of Contractor  
Tony Black

Printed Name of Authorized Officer or Agent

Sworn to and subscribed before me

This 6<sup>th</sup> day of June, 2022

  
Notary Public

My Commission Expires: June 2 2025

\*MUST BE NOTARIZED



\*Any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603. As of the effective date of O.C.G.A. § 13-10-91, the applicable federal work authorization program is the "EEV/Basic Pilot Program" operated by the U.S. Citizenship and Immigration Services Bureau of the U.S. Department of Homeland Security, in conjunction with the Social Security Administration.



## CITY COUNCIL AGENDA REQUEST

**Meeting Type:** Mayor & Council Meeting

**Meeting Date:** 06/20/22

**Agenda Item:** FY22 Budget Amendment #3

**Department:** Finance

**Requested By:** Cindy Jackson

**Reviewed/Approved  
by City Attorney?**

**Cost:** EnterCost

**Funding Source if Not  
in Budget** EnterSource

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

FY-2022 Budget Amendment #3

**2022 Budget Amendment  
Budget Amendment #3**

**CAPTITAL IMPROVEMENTS FUND**

	<b>Increase (Decrease)</b>	
<b>Revenues &amp; Transfers-In</b>		
Donations	\$ 62,500	(1)
Sale of capital assets	35,000	(2)
Transfer from general fund	3,008,000	(3)
	<u>\$ 3,105,500</u>	
<b>Expenditures &amp; Transfers-out</b>		
Projects requested by City Admin department	\$ 313,625	(4)
Projects requested by Fire Department	584,400	(4)
Projects requested by HR	100,000	(4)
Projects requested by IT	310,000	(4)
Projects requested by Recreation	2,202,000	(4)
Projects requested by Police Department	298,300	(4)
Projects requested by Public Works	1,166,000	(4)
	<u>\$ 4,974,325</u>	
<b>Net Increase (Decrease) Budgeted Fund Balance</b>	<u><u>\$ (1,868,825)</u></u>	

(1)	Donation for downtown streetscape project Cuyler & Pentz = DDDA \$50,000 and Believe Greater Dalton \$12,500
(2)	Sale of City administrator's Toyota to Joint-Development Authority
(3)	Transfer from general fund
(4)	The Capital Project detail and recommended projects for funding spreadsheet is attached

<b>Hotel-Motel Tax Fund</b>		<b>Increase (Decrease)</b>
<b>Expenditures &amp; Transfers-out</b>		
Hotel-Motel Taxes	\$ 140,000	(1)
	<u>\$ 140,000</u>	
<b>Expenditures &amp; Transfers-out</b>		
Site Repairs	\$ 120,000	(1)
CVB - DMO fee	20,000	(1)
	<u>\$ 140,000</u>	
<b>Net Increase (Decrease) Budgeted Fund Balance</b>	<u><u>\$ -</u></u>	

(1)	Anticipated revenue over budget to fund fence repair at Heritage Point Park as tourism product development
-----	--

**2022 Budget Amendment  
Budget Amendment #3**

**GENERAL FUND**

	<b>Increase (Decrease)</b>	
<b>Revenues &amp; Transfers-In</b>		
Federal grants	\$ 184,080	(1)
Donations	1,000	(2)
Sales tax	344,000	(3)
Title Ad Valorem tax	166,000	(3)
Insurance claim reimbursement	2,290	(4)
	<u>\$ 697,370</u>	
<b>Expenditures &amp; Transfers-out</b>		
Fire department - wages/benefits	\$ 96,880	(1)
Police department - wages/benefits	87,200	(1)
Recreation - grounds supplies	1,000	(2)
Public works - general supplies	2,290	(4)
Public works - increase in fuel costs	288,000	(5)
Police department - increase in fuel costs	60,000	(5)
Fire department - increase in fuel costs	32,000	(5)
Code Compliance department	155,130	(6)
Police department	(155,130)	(6)
Payment to other agencies	10,000	(7)
<b>Reallocate commercial insurance payment:</b>		
General government - building & grounds	(10,150)	(8)
Police department	(1,100)	(8)
Public works	(3,350)	(8)
Fire department	4,050	(8)
Recreation department	10,550	(8)
Transfer to Capital Projects Fund	3,008,000	(9)
Contingency	(54,935)	
	<u>\$ 3,530,435</u>	
<b>Net Increase (Decrease) Budgeted Fund Balance</b>	<u><u>\$ (2,833,065)</u></u>	

(1)	First Responder Grant for certified Fire and Police employees to receive \$1,000 supplement
(2)	Donation from Community Foundation for Burr Park shrub purchase
(3)	To adjust current revenue received to amounts over budget to date
(4)	Insurance reimbursment for damaged light pole & signage
(5)	Projected fuel increases for remainder of 2022
(6)	Costs associated with moving Code Compliance section budget from Police department command to City administration - refer to attached for detail
(7)	Junior Achievement allocation FY22
(8)	Reallocation of commercial insurance costs - no impact on total budget
(9)	Fund balance to be utilized for capital improvements



FY 2022 CIP Budget - Funding Scenario 2a

Department	Request Title	To Date	FY2022	Total Funding Allocated	External Funding	Notes	Net Expense to City
ADMINISTRATOR	Streetscape Plans for Cuyler St and Pentz St		\$250,000.00	\$250,000.00	\$77,500.00	\$50K from DDDA; \$12.5K from Believe Greater Dalton; and \$15K from Rockbridge	\$172,500.00
Total ADMINISTRATOR	City Administration Vehicle		\$63,625.00	\$63,625.00	\$35,000.00	JDA to Purchase City Admin 4-Runner;	\$28,625.00
AIRPORT	(2) 60x60' Box Hangars for	\$44,079.00	\$1,095,000.00	\$0.00		\$295K in Federal Funds Available	\$0.00
Total AIRPORT				\$0.00			\$0.00
FIRE DEPARTMENT	Three-Quarter Ton 4x4 Pickup		\$65,000.00	\$65,000.00		Fire Department will Transfer 2002 F-250 Being Replaced to Public Works	\$65,000.00
	159 Haig Mill Lake Rd. - Station		\$60,000.00	\$60,000.00			\$60,000.00
	404 School St. - Station One		\$39,000.00	\$39,000.00			\$39,000.00
	Station Two Training Center		\$140,000.00	\$140,000.00			\$140,000.00
	Station Four-Dug Gap Rd. Station-Self-Contained Breathing Apparatus Replacement		\$25,000.00	\$25,000.00			\$25,000.00
Total FIRE DEPARTMENT			\$54,250.00	\$255,400.00	\$0.00	Bulk Purchase Provides Opportunity for 6% Savings Over Next 5 Years	\$255,400.00
HUMAN RESOURCES	Fire alarm system replacement for City Hall HVAC Replacement		\$100,000.00	\$100,000.00			\$584,400.00
Total HUMAN RESOURCES			\$1,400,000.00	\$0.00	\$0.00		\$100,000.00
INFORMATION	Network Deployment		\$160,000.00	\$160,000.00			\$0.00
	Computer Cycle		\$90,000.00	\$90,000.00			\$160,000.00
	Backup Services		\$60,000.00	\$60,000.00			\$90,000.00
	Council Chambers AV Refresh		\$230,000.00	\$0.00	\$0.00		\$60,000.00
Total INFORMATION TECHNOLOGY				\$310,000.00			\$0.00
PARKS & RECREATION	Haig Mill Park - Parks and		\$45,000.00	\$45,000.00			\$310,000.00
	Joanne Lewis Park - Pavilion Repairs		\$23,000.00	\$23,000.00	\$0.00	Playground to be replaced through CDBG	\$0.00
	Broadus-Durkin Park - Synthetic		\$583,000.00	\$583,000.00			\$23,000.00
	Mini-Pitch Soccer Field Wall and		\$12,000.00	\$12,000.00			\$583,000.00
	Ron Nix - Soccer Field and		\$658,000.00	\$658,000.00			\$12,000.00
	Heritage Point Park - Playground		\$35,000.00	\$55,000.00	\$0.00	Providing funding at one time will allow	\$658,000.00
	Dalton High School - Resurfacing		\$50,000.00	\$0.00	\$0.00	Evaluating transfer of ownership to DPS	\$55,000.00
				\$0.00			\$0.00

FY 2022 CIP Budget - Funding Scenario 2a

Department	Request Title	To Date	FY2022	Total Funding Allocated	External Funding	Notes	Net Expense to City
	Lakeshore Park - Track		\$120,000.00	\$120,000.00	\$0.00		\$120,000.00
	Lakeshore Park - Synthetic Turf		\$375,000.00	\$375,000.00	\$0.00		\$375,000.00
	AI Rollins - Renovations of		\$300,000.00	\$0.00	\$0.00		\$0.00
	Heritage Point Complex - Fence		\$120,000.00	\$120,000.00	\$0.00		\$120,000.00
	Dalton Green Park Playground		\$40,000.00	\$40,000.00	\$0.00		\$40,000.00
	Civilian Park Playground		\$225,000.00	\$225,000.00	\$0.00		\$225,000.00
	Heritage Point Park		\$66,000.00	\$66,000.00			\$66,000.00
Total PARKS &				\$2,322,000.00			\$2,322,000.00
POLICE DEPARTMENT	Police Department Patrol Vehicle		\$298,300.00	\$298,300.00			\$0.00
Total POLICE				\$298,300.00			\$298,300.00
PUBLIC WORKS	Striping & Grinding Machine		\$50,000.00	\$50,000.00	\$0.00	Will facilitate completing parks and re-stripping projects using Public Works Traffic Division	\$50,000.00
	Traffic Sign Printer		\$30,000.00	\$30,000.00			\$30,000.00
	Mowing tractor		\$110,000.00	\$110,000.00			\$110,000.00
	Backhoe		\$101,000.00	\$0.00			\$0.00
	Construction dump truck		\$102,000.00	\$102,000.00			\$102,000.00
	Curbside leaf vac		\$229,000.00	\$229,000.00			\$229,000.00
	Rear loading garbage truck		\$212,000.00	\$212,000.00			\$212,000.00
	Street Sweeper		\$236,000.00	\$236,000.00			\$236,000.00
	Curbside Recycling Truck		\$197,000.00	\$197,000.00			\$197,000.00
Total PUBLIC WORKS				\$1,166,000.00			\$1,166,000.00
Total Departments				\$5,094,325.00	\$112,500.00		\$4,981,825.00

Notes:  
 Projects of note not included in Scenario 2a:  
 (2) 60x60' Box Hangars for Aircraft Capacity Expansion City Hall HVAC Replacement  
 Council Chambers AV Refresh  
 IT Disaster Recovery Site at Airport Public Works Backhoe  
 N. Thornton Avenue Sidewalk Project Chattanooga Avenue Sidewalk Project  
 Dalton High School - Resurfacing of Tennis Court  
 AI Rollins - Renovations of Concessions, Bathrooms, Scorers Building

**HOTEL - MOTEL TAX COLLECTIONS**  
**MODIFIED ACCRUAL BASIS**  
**2022 BUDGET TO ACTUAL**  
**BY REPORTING MONTH NOT MONTH RECEIVED**

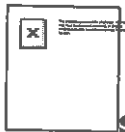
	<b>Original</b>		
<b><u>MONTH</u></b>	<b><u>2022 Budget</u></b>	<b><u>2022 Actual</u></b>	<b><u>Variance</u></b>
January	\$ 110,000.00	\$ 117,315.38	\$ 7,315.38
February	110,000.00	136,513.04	26,513.04
March	130,000.00	160,751.08	30,751.08
April	140,000.00	213,358.47	73,358.47
May	130,000.00	-	(130,000.00)
June	150,000.00	-	(150,000.00)
July	150,000.00	-	(150,000.00)
August	145,000.00	-	(145,000.00)
September	125,000.00	-	(125,000.00)
October	135,000.00	-	(135,000.00)
November	135,000.00	-	(135,000.00)
December	115,000.00	-	(115,000.00)
<b>TOTAL</b>	<b>\$ 1,575,000.00</b>	<b>\$ 627,937.97</b>	
 <b>Year to Date</b>	 <b>\$ 490,000.00</b>	 <b>\$ 627,937.97</b>	 <b>\$ 137,937.97</b>
			<b>28.2%</b>

**From:** Manager, GrantCare <[grantcare\\_mgr@opb.georgia.gov](mailto:grantcare_mgr@opb.georgia.gov)>  
**Sent:** Monday, March 7, 2022 3:37 PM  
**To:** Cindy Jackson <[cjackson@daltonga.gov](mailto:cjackson@daltonga.gov)>; Jason Parker <[jparker@daltonga.gov](mailto:jparker@daltonga.gov)>; David Pennington <[dpennington@daltonga.gov](mailto:dpennington@daltonga.gov)>  
**Subject:** Notification of Approved Payment Request (Payment: PA-0011080)  
**Importance:** Low

This notification is to inform you that your payment request has been approved for \$184,081.50 and details are listed below.

Expense ID	Category	Available Activity	Expense Status	Total Expenses	Submitted Date
DEXP-0014792	2-Negative Economic Impacts	2.13-Other Economic Support	Approved	\$184,081.50	2022-02-17

Thanks,  
GeorgiaCARES Administrator



**Support:** If you need assistance, you can email us at [CARES@opb.georgia.gov](mailto:CARES@opb.georgia.gov).

FOR OFFICIAL USE ONLY

**Disclaimer:** This is official correspondence from the State of Georgia Governor's Office of Planning and Budget. If you need assistance, you can email us at [CARES@opb.georgia.gov](mailto:CARES@opb.georgia.gov).



Community  
FOUNDATION  
NORTHWEST GEORGIA

714 South Thornton Avenue  
P.O. Box 942  
Dalton, GA 30722-0942  
706.275.9117  
CommunityFoundationNWGA.org

March 15, 2022

Ms. Caitlin Sharpe  
City of Dalton Parks and Recreation Department  
904 Civic Drive  
Dalton, GA 30721

Dear Caitlin:

You will be pleased to learn that the Community Foundation of Northwest Georgia has awarded a grant of \$1,000.00 to City of Dalton Parks and Recreation Department.

This grant was made possible through the generosity of contributions to the Jeanne Burr Arts Park Fund of the Community Foundation. This grant is to be used exclusively in furtherance of charitable purposes and may not be used for the private benefit of the donor advisor.

By accepting this gift, your organization certifies to the Foundation that no private individual received tangible benefits, goods or services in exchange for this gift. Please note that it is not necessary to forward an acknowledgement to the Foundation as we are a 501c3 public charity.

The Community Foundation encourages publicity of its grants as a way to spotlight the work of the organizations we support as well as to inform potential donors about the benefits of giving through the Community Foundation. We ask that you include the credit line "*Made possible in part by a grant from the Community Foundation of Northwest Georgia.*" where appropriate.

The Community Foundation is delighted to make this grant to City of Dalton Parks and Recreation Department.

Sincerely,

David Aft,  
President

Enclosure

Cc: JBurr File

Cindy,  
This is the  
recent donation  
made to Rec for  
the purchase of  
shrubs. Please let me  
know if you need more  
information. - Caitlin

**COMMUNITY FOUNDATION OF  
NORTHWEST GEORGIA**

PO Box 942  
Dalton, GA 30722  
Ph: (706) 275-9117 Fax: (706) 275-9118

**TRUIST** 

BB&T is now Truist  
64-1341/611

16262

DATE

AMOUNT

\$

PAY  
TO THE  
ORDER  
OF:

\* One Thousand and no/100 \*

03/15/2022

\$\*\*\*\*\*1,000.00

City of Dalton Parks and Recreation Department  
ATTN: Ms. Caitlin Sharpe  
904 Civic Drive  
Dalton, GA 30721

  
AUTHORIZED SIGNATURE

⑈00016262⑈ ⑆061113415⑆0005148802639⑈

**COMMUNITY FOUNDATION OF NORTHWEST GEORGIA**

16262

5278 City of Dalton Parks and Recreation Department

03/15/2022 016262

20011263 03/15/2022

JBurr Jeanne Burr Arts Park

1,000.00 1,000.00

CHECK TOTAL: \$\*\*\*\*\*1,000.00

6666534800

# SALES TAX - 2022

Sales Tax Collection Month	January	February	March	April	YTD
Month City Received Funds	Feb-21	Mar-21	Apr-21	May-21	TOTAL
County Education Sales Tax	\$ 1,103,179.07	\$ 1,096,004.69	\$ 1,281,571.30	\$ 1,319,427.50	\$ 4,800,182.56
City Education Sales Tax	666,698.47	662,312.42	774,289.12	797,378.09	2,900,678.10
Whitfield County Local Opt Sales Tax	1,059,587.99	1,051,087.53	1,232,231.46	1,268,288.90	4,611,195.88
Cohutta Local Opt Sales Tax	12,616.10	12,514.00	14,660.22	15,100.75	54,891.07
Dalton Local Opt Sales Tax	\$ 630,885.05	\$ 625,783.09	\$ 733,094.32	\$ 755,124.71	\$ 2,744,887.17
Tunnel Hill Local Opt Sales Tax	16,279.09	16,147.63	18,917.07	19,485.24	70,829.03
Varnell Local Opt Sales Tax	33,191.15	32,922.50	38,568.41	39,727.61	144,409.67
Whitfield County Special Purpose	1,751,642.43	1,738,347.46	2,034,069.19	2,096,007.12	7,620,066.20
	\$ 5,274,079.35	\$ 5,235,119.32	\$ 6,127,401.09	\$ 6,310,539.92	\$ 22,947,139.68
Total LOST 2022	1,752,559.38	1,738,454.75	2,037,471.48	2,097,727.21	\$ 7,626,212.82
Total LOST 2021	1,530,724.05	1,483,010.80	2,024,870.01	1,780,574.68	\$ 6,819,179.54
\$ Increase (decrease)	\$ 221,835.33	\$ 255,443.95	\$ 12,601.47	\$ 317,152.53	\$ 807,033.28
% Increase (decrease)	14.5%	17.2%	0.6%	17.8%	11.8%

Budget By Month City	January	February	March	April
Sales Tax	\$ 600,000.00	\$ 500,000.00	\$ 700,000.00	\$ 600,000.00
Over (Under) Budget	\$ 30,885.05	\$ 125,783.09	\$ 33,094.32	\$ 155,124.71
				\$ 344,887.17

TITLE AD VALOREM TAX SUMMARY									
	City 2012 Ad Valorem	Total TAVT Collected	TAVT Local Collected	City Schools Net TAVT	County Schools Net TAVT	Whitfield Co. Govt Net TAVT	Dalton Gov't Net TAVT	Other Local Cities Net TAVT	
2022									
January 31	\$ 42,020.62	\$ 1,463,551.25	\$ 950,863.06	\$ 132,277.72	\$ 315,187.83	\$ 394,487.71	\$ 104,591.68	\$ 4,318.12	
February 28	38,758.52	1,518,999.42	985,441.71	130,238.41	334,945.23	405,767.83	102,979.21	11,511.03	
March 31	34,738.17	1,696,733.13	1,102,229.37	133,417.76	464,329.10	388,058.20	105,493.10	10,931.21	
April 30	32,568.05	1,558,884.45	1,012,832.83	133,355.36	344,325.01	421,780.90	105,443.77	7,927.79	
May 31	37,538.12	1,644,954.70	1,068,703.16	129,808.65	375,743.05	449,333.78	102,639.40	11,178.28	
June 30	35,449.20	-	-	-	-	-	-	-	
July 31	35,579.12	-	-	-	-	-	-	-	
August 31	37,362.97	-	-	-	-	-	-	-	
September 30	30,067.28	-	-	-	-	-	-	-	
October 31	39,299.97	-	-	-	-	-	-	-	
November 30	30,870.48	-	-	-	-	-	-	-	
December 31	33,653.15	-	-	-	-	-	-	-	
	\$ 427,905.65	\$ 7,883,122.95	\$ 5,120,070.13	\$ 659,097.90	\$ 1,834,530.22	\$ 2,059,428.42	\$ 521,147.16	\$ 45,866.43	

	City Only		
	Budget	Actual	Variance
January 31	\$ 71,000.00	\$ 104,591.68	\$ 33,591.68
February 28	71,000.00	102,979.21	31,979.21
March 31	71,000.00	105,493.10	34,493.10
April 30	71,000.00	105,443.77	34,443.77
May 31	71,000.00	102,639.40	31,639.40
June 30	71,000.00		(71,000.00)
July 31	71,000.00		(71,000.00)
August 31	71,000.00		(71,000.00)
September 30	71,000.00		(71,000.00)
October 31	71,000.00		(71,000.00)
November 30	69,000.00		(69,000.00)
December 31	71,000.00		(71,000.00)
	\$ 850,000.00	\$ 521,147.16	\$ (328,852.84)
Year To Date	\$ 355,000.00	\$ 521,147.16	\$ 166,147.16

Total TAVT Collected			
	2021		2022
			Inc (Dec)
January 31	\$ 1,309,193.71	\$ 1,463,551.25	154,357.54
February 28	1,133,620.75	1,518,999.42	385,378.67
March 31	1,180,698.27	1,696,733.13	516,034.86
April 30	854,612.76	1,558,884.45	704,271.69
May 31	1,185,273.73	1,644,954.70	459,680.97
June 30	1,554,044.34		(1,554,044.34)
July 31	1,622,700.56		(1,622,700.56)
August 31	1,446,651.86		(1,446,651.86)
September 30	1,463,970.26		(1,463,970.26)
October 31	1,385,498.00		(1,385,498.00)
November 30	1,120,014.40		(1,120,014.40)
December 31	1,355,146.82		(1,355,146.82)
	\$ 15,611,425.46	\$ 7,883,122.95	\$ (7,728,302.51)
Year To Date	\$ 5,663,399.22	\$ 7,883,122.95	\$ 2,219,723.73



## Cindy Jackson

---

**From:** Chad Townsend  
**Sent:** Wednesday, April 20, 2022 11:21 AM  
**To:** Cindy Jackson  
**Subject:** Insurance Claim Recovery  
**Attachments:** North Hamilton Damage Cost Summary .pdf

Cindy,

Greg Batts stated that we received a insurance claim reimbursement for the damaged light pole and signage on Hamilton St. The check should've been for \$2,288.75. I was wanting to see if we could have that allocated back to the Traffic Engineering budget under Supplies – General, 427000 – 531100.

Thank You

Chad Townsend  
Director - Public Works Department  
Office: 706.278.7077  
Direct: 706.277.7254  
Email: ctownsend@daltonga.gov



**NORTH HAMILTON STREET DAMAGE COST SUMMARY**

**Police Report #22-001589**

**March 19, 2022**

Description	Total
Labor Cost	\$ 548.11
Equipment Cost	\$ 184.63
Material Cost	\$ 1,556.00
	\$ -
<b>Total Amount</b>	<b>\$ 2,288.75</b>

## Cindy Jackson

---

**From:** Chad Townsend  
**Sent:** Monday, May 23, 2022 10:58 AM  
**To:** Andrew Parker; Cindy Jackson; Doug Blaylock  
**Cc:** Tosha Haynes; Mechelle Champion  
**Subject:** RE: Fuel

Andrew,

*\$380K*

This would be city wide. Public Works would be around \$288,000 of that.

Chad Townsend  
Director - Public Works Department  
Office: 706.278.7077  
Direct: 706.277.7254  
Email: ctownsend@daltonga.gov



*PW = \$288K*

*PD = \$60K*

*FO = \$32K*

*\$380K*

**From:** Andrew Parker <aparker@daltonga.gov>  
**Sent:** Monday, May 23, 2022 10:30 AM  
**To:** Chad Townsend <ctownsend@daltonga.gov>; Cindy Jackson <cjackson@daltonga.gov>; Doug Blaylock <dblaylock@daltonga.gov>  
**Cc:** Tosha Haynes <thaynes@daltonga.gov>; Mechelle Champion <mchampion@daltonga.gov>  
**Subject:** RE: Fuel

Chad,

To clarify, is this for Citywide fueling operations or only for Public Works? Chief Pangle recently estimated his fuel overage to be approximately \$28,000 for the year, and Asst. Chief Crossen estimated PD's to be around \$52,000. Thanks.

**P. Andrew Parker, P.E.**  
**City Administrator**  
City of Dalton  
PO Box 1205 | 300 W. Waugh St  
Dalton, GA 30722  
Email: [aparker@daltonga.gov](mailto:aparker@daltonga.gov)  
Office: (706) 529-2404

**From:** Chad Townsend <ctownsend@daltonga.gov>  
**Sent:** Monday, May 23, 2022 10:10 AM  
**To:** Cindy Jackson <cjackson@daltonga.gov>; Doug Blaylock <dblaylock@daltonga.gov>  
**Cc:** Andrew Parker <aparker@daltonga.gov>; Tosha Haynes <thaynes@daltonga.gov>; Mechelle Champion <mchampion@daltonga.gov>  
**Subject:** RE: Fuel

Cindy,

After reviewing monthly fuel burn we'll need the following to hopefully get us through the year. This is on top of the \$101,073.28 we currently have in our 531270 – Gasoline account.

531270 Gas - \$145,000  
531275 Diesel - \$235,000

> \$380k

This includes a 20% contingency for fuel increases over the next 8 months. If fuel increases more than 20% from now until years end we will most likely be needing additional.

Chad Townsend

Director - Public Works Department

Office: 706.278.7077

Direct: 706.277.7254

Email: [ctownsend@daltonga.gov](mailto:ctownsend@daltonga.gov)



---

**From:** Cindy Jackson <[cjackson@daltonga.gov](mailto:cjackson@daltonga.gov)>

**Sent:** Wednesday, May 11, 2022 2:26 PM

**To:** Doug Blaylock <[dblacklock@daltonga.gov](mailto:dblacklock@daltonga.gov)>

**Cc:** Andrew Parker <[aparker@daltonga.gov](mailto:aparker@daltonga.gov)>; Tosha Haynes <[thaynes@daltonga.gov](mailto:thaynes@daltonga.gov)>; Mechelle Champion <[mchampion@daltonga.gov](mailto:mchampion@daltonga.gov)>; Chad Townsend <[ctownsend@daltonga.gov](mailto:ctownsend@daltonga.gov)>

**Subject:** RE: Fuel

Doug - We would only be taking funds that have currently lapsed i.e. wages + benefits for the period of Jan – April. I'm not sure how close that will get us to your needs, but it is a start. Thanks, Cindy

---

**From:** Doug Blaylock <[dblacklock@daltonga.gov](mailto:dblacklock@daltonga.gov)>

**Sent:** Wednesday, May 11, 2022 1:01 PM

**To:** Cindy Jackson <[cjackson@daltonga.gov](mailto:cjackson@daltonga.gov)>

**Cc:** Andrew Parker <[aparker@daltonga.gov](mailto:aparker@daltonga.gov)>; Tosha Haynes <[thaynes@daltonga.gov](mailto:thaynes@daltonga.gov)>; Mechelle Champion <[mchampion@daltonga.gov](mailto:mchampion@daltonga.gov)>; Chad Townsend <[ctownsend@daltonga.gov](mailto:ctownsend@daltonga.gov)>

**Subject:** RE: Fuel

Good afternoon Cindy,

As far as I know with the exception of one or maybe two positions, Public Works is trying to fill the vacant positions. The rising fuel cost is just beginning with summer approaching suppliers are estimating we could see up to \$5.75 to \$6.50 per gallon. This time last year we were paying \$2.20 per gal for diesel now the price is \$4.70. Gas prices this time last year was \$2.68 per gal. now we are paying \$4.10. Just our department alone is going to need \$ 280,000 in diesel and \$20,000 in gas if the price stays where it is right now for the remainder of the year. Everyone's fuel bill will more than double for the year. My opinion, this would be the time to take funds from the city reserve instead of take money for positions we desperately need to fill.

Doug Blaylock

Fleet Manager

City of Dalton

706-278-4119

Cell 706-537-7667

[dblacklock@daltonga.gov](mailto:dblacklock@daltonga.gov)

<u>Code Compliance</u>		<u>DESCRIPTION</u>	<u>Budget Amendment</u>	<u>Police Dept</u>	
<u>ORG #</u>	<u>OBJ#</u>			<u>ORG #</u>	<u>OBJ#</u>
<b>Increase</b>				<b>Decrease</b>	
742000	511100	Wages - Regular	\$ 88,920.00	322300	511100
742000	511300	Wages - Overtime	\$ 5,130.00	322300	511300
742000	512100	Group Insurance	\$ 18,990.00	322300	512100
742000	512200	FICA & Medicare	\$ 7,195.00	322300	512200
742000	512401	Retirement DCP	\$ 9,405.00	322300	512401
742000	512700	Workers Compensation	\$ 300.00	322300	512700
742000	512900	Other Employee Benefits	\$ 540.00	322300	512900
742000	521210	Professional - Legal	\$ 2,000.00	321000	521210
742000	522230	Vehicle Repairs	\$ 2,000.00	322300	522230
742000	523200	Communications	\$ 1,200.00	321000	523200
742000	523210	Postage	\$ 200.00	321000	523210
742000	523400	Printing & Binding	\$ 1,000.00	321000	523400
742000	523500	Travel	\$ 750.00	322300	523500
742000	523700	Training & Education	\$ 1,500.00	322300	523700
742000	531110	Supplies - Office	\$ 500.00	322300	531110
742000	531120	Uniforms	\$ 1,000.00	322300	531120
742000	531270	Gasoline	\$ 14,000.00	322300	531270
742000	531700	Books and Reference Manuals	\$ 500.00	322100	531700
			\$ 155,130.00		

①

**Vickie Swinney**

---

**From:** Cindy Jackson  
**Sent:** Tuesday, May 17, 2022 10:51 AM  
**To:** Vickie Swinney  
**Cc:** Andrew Parker; Kim Witherow  
**Subject:** FW: JA Discovery Center  
**Attachments:** JA INVOICE.pdf

Vickie – Please pay over budget to #762000-572000. Thank you! Cindy

---

**From:** Kim Witherow <kwitherow@daltonga.gov>  
**Sent:** Tuesday, May 17, 2022 9:02 AM  
**To:** Cindy Jackson <cjackson@daltonga.gov>  
**Cc:** Andrew Parker <aparker@daltonga.gov>  
**Subject:** JA Discovery Center

Cindy – we missed the JA 3-year contract and forgot to budget for it this year which is \$10,000. Will this be paid from official contracted services? If so, we will need a budget amendment.

Thanks,  
*Kimberley Witherow*  
Executive Assistant  
City Administration  
P.O. Box 1205  
Dalton, GA 30722  
Direct: 706.529.2403  
Fax: 706-278-8245



# Invoice

Invoice Number

8914

Invoice Date:

4/8/22

RECEIVED

MAY 12 2022

BY:

EIN: 58-0598050

Investor:

City of Dalton  
PO Box 1205  
Dalton, GA 30722

Attn: David Pennington

Pledge Date

4/8/22

Due Date

Due Upon Receipt

Description	Amount
FY22 - Sponsorship of the JA Discovery Center of Greater Dalton - Storefront	10,000.00
V# 160895	

Please Remit to:

Junior Achievement of Georgia, Inc.

PO Box 864

Dalton, GA 30722

ONLINE PAYMENT: [HTTPS://SECURE.OGIV.COM/FOR/DALDISCEN](https://secure.ogiv.com/for/daldiscen)

Subtotal

10,000.00

Sales Tax

Total Invoice Amount

10,000.00 ✓



## **PARTNERSHIP AGREEMENT: THE CITY OF DALTON AND JUNIOR ACHIEVEMENT OF GEORGIA**

Junior Achievement (JA) of Georgia is committed to developing an interactive simulation center to provide hands-on learning experiences and exposure to future opportunities for our youth. The JA Discovery Center of Greater Dalton (JA Discovery Center) will consist of two hallmark JA programs – JA BizTown and JA Finance Park. Through these programs, Georgia's students will interact with community volunteers, while applying concepts they've learned in the classroom covering topics from entrepreneurship to financial literacy, giving them an engaging look at what their futures could hold.

As a part of this agreement, The City of Dalton will serve as a partner of the JA Discovery Center for three years beginning June 2021 for an annual investment of \$10,000 per year upon the City authorizing said funding for each successive year. The agreement may be extended for additional terms upon written authorization of the City of Dalton and Junior Achievement of Georgia.

### **STOREFRONT PARTNER OF JA BIZTOWN/JA FINANCE PARK**

This partnership entails two primary components:

- 1) The ability to brand a storefront within the JA Discovery Center, which creates an interactive marketing opportunity to showcase the products, services, careers, and core company values of the Partner.
- 2) Brand recognition tied to the overall simulations – both at JA Discovery Center and within marketing collateral, in-school curriculum, and optional take-home pieces.

### **AS A PART OF THIS PARTNERSHIP, THE FOLLOWING WOULD BE PROVIDED BY JA:**

- Rights to branding of a deluxe storefront inside the JA Discovery Center, consisting of ~200 square feet of space – built out to the appropriate specifications to create an authentic and immersive Partner-brand experience, including wall graphics and digital content.
- Ability to design a one-page print insert about the Partner that will be used within the in-school curriculum by students and teachers.
- The Partner's name to be permanently displayed and recognized on the "Founder's Wall" inside the JA Discovery Center, providing exposure to more than 25,000 visitors annually.
- Opportunity to provide a Partner-branded take-home item from the JA Discovery Center for students and parents.
- Partner Recognition in marketing collateral applicable to the JA Discovery Center.
- Opportunity for Partner to use the facility for corporate meetings, events, receptions and other functions.





**THIS PARTNERSHIP WOULD PROVIDE THE CITY OF DALTON BRAND RECOGNITION TO THE FOLLOWING AUDIENCES:**

- 13,500+ students annually attending the JA Discovery Center from Dalton Public Schools, Whitfield County Schools, and Calhoun City Schools, plus charter schools, private schools, and middle schools from outlying systems.
- 10,000+ parents of students who will receive take-home information and take-home pieces about the JA Discovery Center experience.
- 2,500+ volunteers attending the JA Discovery Center representing employees, parent and community groups from many of the surrounding area's top companies.
- 600+ teachers annually attending the JA Discovery Center.
- Recognition in the JA Investors Club list at appropriate levels; displayed on JA of Georgia website and in Atlanta Business Chronicle special edition.

**CONSIDERATIONS**

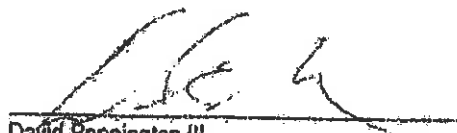
- JA will provide a design framework, including technology specifications, for the interior build-out of the Partner's space. The approval of all design elements will be a joint process between JA and the Partner.
- JA will provide a storefront design and build package using JA selected designer, contractor and vendors. This package will include pre-determined finishes, fixtures, furniture and graphics. The Partner has the option to create a custom design and build package using other materials and vendors at an additional cost to the Partner beyond their investment level.
- The Partner would have first right of refusal to renew its investment for the business' presence at the JA Discovery Center for years following 2023.

**STOREFRONT INVESTMENTS**

- 3-year annual operating commitment of \$10,000
  - 2021 - \$10,000 payable by June 30, 2021 ✓
  - 2022 - \$10,000 payable by June 30, 2022
  - 2023 - \$10,000 payable by June 30, 2023

**Signatures**

  
John Haricock  
President & CEO  
Junior Achievement of Georgia

  
David Pennington III  
Mayor  
The City of Dalton

FOR 2022 13

ACCOUNTS FOR:		ORIGINAL	TRANFRS/	REVISED			AVAILABLE	PCT
0010	GENERAL FUND - OPERATING	APPROP	ADJSTMTS	BUDGET	YTD EXPENDED	ENC/REQ	BUDGET	USED
-----								
156500 BUILDINGS & GROUNDS GEN GOV'T								
-----								
156500	523100 INSURANCE COMMERC	72,000	0	72,000	51,851.81	.00	20,148.19	72.0%
	TOTAL BUILDINGS & GROUNDS GEN GOV'T	72,000	0	72,000	51,851.81	.00	20,148.19	72.0%
265000 MUNICIPAL COURT								
-----								
265000	523100 INSURANCE COMMERC	970	120	1,090	1,090.17	.00	.17	100.0%*
	TOTAL MUNICIPAL COURT	970	120	1,090	1,090.17	.00	-.17	100.0%
321000 PD ADMINISTRATION								
-----								
321000	523100 INSURANCE COMMERC	117,755	0	117,755	116,652.57	.00	1,102.43	99.1%
	TOTAL PD ADMINISTRATION	117,755	0	117,755	116,652.57	.00	1,102.43	99.1%
350000 FIRE DEPARTMENT								
-----								
350000	523100 INSURANCE COMMERC	32,980	0	32,980	37,002.28	.00	-4,022.28	112.2%*
	TOTAL FIRE DEPARTMENT	32,980	0	32,980	37,002.28	.00	-4,022.28	112.2%
410000 PW ADMINISTRATION								
-----								
410000	523100 INSURANCE COMMERC	11,205	0	11,205	14,307.33	.00	-3,102.33	127.7%*
	TOTAL PW ADMINISTRATION	11,205	0	11,205	14,307.33	.00	-3,102.33	127.7%
422000 ROADS & WALKWAYS								
-----								
422000	523100 INSURANCE COMMERC	3,525	0	3,525	3,525.00	.00	.00	100.0%

FOR 2022 13

ACCOUNTS FOR:		ORIGINAL	TRANFRS/	REVISED			AVAILABLE	PCT
0010	GENERAL FUND - OPERATING	APPROP	ADJSTMTS	BUDGET	YTD EXPENDED	ENC/REQ	BUDGET	USED
-----								
	TOTAL ROADS & WALKWAYS	3,525	0	3,525	3,525.00	.00	.00	100.0%
422600 PW RIGHT OF WAY MAINITENANCE								
-----								
422600	523100 INSURANCE COMMERC	3,420	0	3,420	3,420.00	.00	.00	100.0%
	TOTAL PW RIGHT OF WAY MAINITENANCE	3,420	0	3,420	3,420.00	.00	.00	100.0%
425000 STORM DRAINAGE								
-----								
425000	523100 INSURANCE COMMERC	3,805	0	3,805	3,805.00	.00	.00	100.0%
	TOTAL STORM DRAINAGE	3,805	0	3,805	3,805.00	.00	.00	100.0%
427000 PW TRAFFIC ENGINEER								
-----								
427000	523100 INSURANCE COMMERC	4,390	0	4,390	4,390.00	.00	.00	100.0%
	TOTAL PW TRAFFIC ENGINEER	4,390	0	4,390	4,390.00	.00	.00	100.0%
452000 SOLID WASTE COLLECTION								
-----								
452000	523100 INSURANCE COMMERC	41,910	0	41,910	35,383.85	.00	6,526.15	84.4%
	TOTAL SOLID WASTE COLLECTION	41,910	0	41,910	35,383.85	.00	6,526.15	84.4%
490000 SHOP & MAINTENANCE								
-----								
490000	523100 INSURANCE COMMERC	15,645	0	15,645	15,645.00	.00	.00	100.0%
	TOTAL SHOP & MAINTENANCE	15,645	0	15,645	15,645.00	.00	.00	100.0%
611000 REC ADMINISTRATION								
-----								
611000	523100 INSURANCE COMMERC	34,410	0	34,410	44,916.82	.00	-10,506.82	130.5%*

06/12/2022 18:24 | The City of Dalton  
 628cjack | YEAR-TO-DATE BUDGET REPORT

| P 3  
 | glytdbud

FOR 2022 13

ACCOUNTS FOR:		ORIGINAL	TRANFRS/	REVISED			AVAILABLE	PCT
0010	GENERAL FUND - OPERATING	APPROP	ADJSTMTS	BUDGET	YTD EXPENDED	ENC/REQ	BUDGET	USED
-----								
	TOTAL REC ADMINISTRATION	34,410	0	34,410	44,916.82	.00	-10,506.82	130.5%
622000 PARKS								
-----								
622000 523100	INSURANCE COMMERC	20,000	0	20,000	19,324.00	.00	676.00	96.6%
	TOTAL PARKS	20,000	0	20,000	19,324.00	.00	676.00	96.6%
	TOTAL GENERAL FUND - OPERATING	362,015	120	362,135	351,313.83	.00	10,821.17	97.0%
	TOTAL EXPENSES	362,015	120	362,135	351,313.83	.00	10,821.17	