City of Cartersville

P.O Box 1390 – 10 Public Square – Cartersville, Georgia 30120
Telephone: 770-387-5616 – Fax 770-386-5841 – www.cityofcartersville.org

COUNCILPERSONS:
Matt Santini – Mayor
Calvin Cooley – Mayor Pro Tem
Gary Fox
Kari Hodge
Cary Roth
Jayce Stepp
Taff Wren

AGENDA

Council Chamber, Third Floor of City Hall– 7:00 PM – 3/7/2019
Work Session – 6:00PM

CITY MANAGER:
Tamara Brock

CITY ATTORNEY:
David Archer

CITY CLERK:
Meredith Ulmer

I. Opening of Meeting

- **Invocation**
- **Pledge of Allegiance**
- **Roll Call**

II. Regular Agenda

A. Council Meeting Minutes

1. February 21, 2019 (Pages 1 - 28)

   Attachments

B. Presentations

1. FY 2018 Audit Presentation (Pages 29 - 83)

   Attachments

C. Second Reading of Ordinances

1. Founder's Oak Parking Lot Events (Pages 84 - 86)

   Attachments

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2. Special Events to Chapter 11 Misc Provisions (Pages 87 - 93)

   Attachments

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3. Festival Ordinance (Pages 94 - 101)

   Attachments

D. Resolutions

1. Compliance with Georgia DCA/CDBG Initiatives (Pages 102 - 104)

Attachments

E. Deed of Gift

1. Quit Claim Deed - Center Rd (Pages 105 - 108)

   Attachments

F. Public Hearing - 2nd Reading of Zoning/Annexation Requests

1. SU19-01: 4 S. Tennessee St. Applicant: Patricia Holt. Special Use Permit Application for a Microbrewery in the M-U District. Property Contains Approx. 0.38 Acres. (Pages 109 - 129)

   Attachments

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2. Z18-04: 25 Baker St. Applicant: RB Estates, LLC. Rezoning from R-7 to M-U (Multiple Use). Property Contains Approx. 1.3 Acres. (Pages 130 - 157)

   Attachments

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3. Z18-05: 1001/1003 North Tennessee St. & 10/14 Mimosa Ln. Applicant: EEC LP/Janet Thornbrough. Properties Contain Approx. 10.7 acres. Rezoning from M-U with Conditions and R-15 to M-U & RSL. (Pages 158 - 179)

   Attachments

G. Grant Application/Acceptance

1. Supplemental Local Maintenance Improvement Grant Application (Pages 180 - 185)

   Attachments

H. Contracts/Agreements

1. Balfour Beatty Change Order #2 (Pages 186 - 187)

   Attachments

I. Bid Award/Purchases

1. Fiber Department Shelving (Pages 188 - 190)

   Attachments

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2. Travelers Insurance Deductible Invoice (Pages 191 - 193)

   Attachments

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3. Residential Meters (Pages 194 - 197)

   Attachments

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4. Replacement 2500kVA Transformer (Pages 198 - 199)

Attachments

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5. Distribution & Collection Material Restock (Pages 200 - 203)

Attachments

J. Change Order

1. Historic Downtown Water Main Replacement – Change Order #1 (Pages 204 - 206)

Attachments

K. Surplus Equipment

1. Surplus Equipment (Pages 207 - 209)

Attachments

PERSONS WITH DISABILITIES NEEDING ASSISTANCE TO PARTICIPATE IN ANY OF THESE PROCEEDINGS SHOULD CONTACT THE HUMAN RESOURCES OFFICE, ADA COORDINATOR, 48 HOURS IN ADVANCE OF THE MEETING AT 770-387-5616.

City of Cartersville

City Council Meeting
3/7/2019 7:00:00 PM
February 21, 2019

SubCategory:	Council Meeting Minutes
Department Name:	Clerk
Department Summary Recomendation:	The minutes of the February 21, 2019 City Council meeting are attached.
City Manager's Remarks:	The minutes have been prepared by staff and are recommended for your approval with any modifications you may have.
Financial/Budget Certification:	
Legal:	
Associated Information:	

Cover Memo

Item # 1

City Council Meeting
10 N. Public Square
February 21, 2019
8:00 A.M. – Work Session
9:00 A.M. – Council Meeting

I. Opening Meeting

Invocation by Council Member Cooley.

Pledge of Allegiance led by Council Member Wren.

The City Council met in Regular Session with Matt Santini, Mayor presiding and the following present: Kari Hodge, Council Member Ward One; Jayce Stepp, Council Member Ward Two; Cary Roth, Council Member Ward Three; Calvin Cooley Council Member Ward Four; Taff Wren, Council Member Ward Six; Tamara Brock, City Manager; Meredith Ulmer, City Clerk and Keith Lovell, City Attorney.

Absent: Gary Fox, Council Member Ward Five

Item # 1

II. Regular Agenda

A. Council Meeting Minutes

1. February 7, 2019

A motion to approve the February 7, 2019 City Council Meeting Minutes as presented was made by Council Member Cooley and seconded by Council Member Hodge. Motion carried unanimously. Vote 5-0.

B. Appointments

1. Land Bank Appointment

Tamara Brock, City Manager stated Fritz Dent has agreed to fill the vacancy created when Greg Frisbee resigned in January 2019. Mr. Dent's term will expire on June 30, 2021.

Motion to approve Fritz Dent to fill the vacancy or Greg Frisbee on the Land Bank Board was made by Council Member Cooley and seconded by Council Member Roth. Motion carried unanimously. Vote: 5-0.

2. Cartersville Building Authority

Keith Lovell, City Attorney stated Tamara Brock has agreed to fill the vacancy of the late John F. Clayton on the Cartersville Building Authority. Ms. Brock's term will expire on May 15,

2020.

Motion to approve Tamara Brock to fill the vacancy of the late John F. Clayton on the Cartersville Building Authority was made by Council Member Roth and seconded by Council Member Wren. Motion carried unanimously. Vote: 5-0.

C. Second Reading of Ordinances

1. Animal Ordinance

Mr. Lovell stated the Animal Ordinance, Chapter 5, Article VI, Sec. 5-22 Dog Classification has been amended and Article VIII, Sec. 5-56 - Repealer has been amended.

Motion to approve the animal ordinance was made by Council Member Stepp and was seconded by Council Member Wren. Motion carried unanimously. Vote: 5-0.

Item # 1

Ordinance no._____

Now be it and it is hereby ordained by the Mayor and City Council of the City of Cartersville, that the CITY OF CARTERSVILLE CODE OF ORDINANCES. CHAPTER 5 - ANIMALS, ARTICLE VI. - IMPOUNDMENTS, HEARINGS, APPEALS, SEC. 5-22. – DOG CLASSIFICATION, is hereby amended by deleting the same and replacing it in its entirety and ARTICLE VIII. – LEGAL PROVISIONS, SEC. 5-56. – REPEALER is hereby amended by deleting the same and replacing it in its entirety as follows:

1.

Sec. 5-22. - Dog classification.

(a) ***Classification levels.*** **"Classified dog" means any dog that has been classified as either a dangerous or vicious dog pursuant to this article. Classifications are as follows:**

(1) ***Dangerous dog.*** **Any dog that:**

a. Causes a substantial puncture of a person's skin by teeth without causing serious injury (see section 5-3); provided, however, that a nip, scratch or abrasion shall not be sufficient to classify a dog as dangerous under this subsection;

b. Aggressively attacks in a manner that causes a person to reasonably believe that the dog posed an imminent threat of serious injury (see section 5-3) to such a person or another person although no such injury occurs; provided, however, that the acts of barking, growling, or showing of teeth by a dog shall not be sufficient to classify a dog as dangerous under this subsection; or

c. While off the owner's property, kills a pet animal; provided, however, that this subsection shall not apply where the death of such pet animal is caused by

a dog that is working or training as a hunting dog, herding dog, or predator control dog.

(2) *Vicious dog.* Any dog that inflicts a severe injury on a person or causes serious injury (see section 5-3) to a person resulting from reasonable attempts to escape the dog's attack.

(3) *Euthanasia for causing serious injury on more than one (1) occasion.* Pursuant to O.C.G.A. § 4-8-26, a dog that is found, after notice and opportunity for hearing as provided, however, that no injury occurring before November 1, 2012, shall count for purposes of this subsection.

(4) *Judge authorized to order euthanasia.* Pursuant O.C.G.A. § 4-8-25, the judge of any superior court of competent jurisdiction within this state may order the euthanasia of a dog if the court finds, after notice and opportunity for hearing as provided by this section, that the dog has seriously injured a human or presents a danger to humans not suitable for control under this article and:

a. The owner or custodian of the dog has been convicted of a violation of any state criminal law and the crime was related to such dog; or

b. Any local governmental authority has filed with the court a civil action requesting the euthanasia of the dog.

(5) *Previously classified animals.* Any dog classified prior to November 1, 2012, as a potentially dangerous dog in this state shall on and after that date be classified as a dangerous dog. Any dog classified prior to November 1, 2012 as a dangerous dog or vicious dog in this state shall on and after that date be classified as a vicious dog under this chapter. The owner of any dog classified prior to November 1, 2012 shall come into compliance with all current provisions of this chapter by November 1, 2012.

(b) *Confiscation.* If an animal control officer has reason to believe that a dog has acted in a manner that justifies a classification as a dangerous dog or a vicious dog, the dog may be confiscated, impounded, classified, and notice provided as set forth below. A law enforcement officer or animal control officer shall immediately impound a dog if the officer believes the dog poses a threat to the public safety.

(c) *Exceptions.* An animal shall not be classified within the meaning of this section if it inflicts injury upon a person when the animal is being used by a law enforcement officer or military officer to carry out the law enforcement or military officer's official duties. No dog shall be classified as a dangerous or vicious dog if the person injured by such dog was a person who, at the time was: (1) committing a trespass; (2) was abusing the dog; or (3) was committing or attempting to commit an offense under O.C.G.A. tit. 16, ch. 5.

(d) *Classification by animal control.* The animal control officer shall make a determination whether the dog shall be classified a dangerous dog or vicious dog. The owner shall be given notice of the classification pursuant to subsection (e) below. If an owner is unknown or cannot be found, notice shall be made by posting the notice in a conspicuous place at the location where the animal was confiscated.

(e) *Notice of determination.* **The notice to the owner shall meet the following requirements:**

(1) **The notice shall be in writing and mailed by certified mail or statutory overnight delivery to the owner's last known address and notice shall be complete upon mailing;**

(2) **The notice shall include a summary of the animal control officer's findings that formed the basis for the dog's classification as a dangerous dog or vicious dog;**

(3) **The notice shall be dated and shall state that the owner, within fifteen (15) days after the date shown on the notice, has a right to request an appeal hearing on the animal control officer's classification of the dog;**

(4) **The notice shall state that the hearing, if requested, shall be before the City of Cartersville Animal Control Board;**

(5) **The notice shall state that if a hearing is not requested, the classification of the dog as a dangerous dog or vicious dog will become effective for all purposes under this chapter on a date specified in the notice, which shall be after the last day on which the owner has a right to request a hearing; and**

(6) **The notice shall include a form to request a hearing and shall provide specific instructions on mailing or delivering such request to animal control.**

(f) *Response to notice.* **If no owner comes forward in response to the notice provided in subsection (e), the animal shall be kept for five (5) days, and then may be disposed of by animal control, including by humane destruction in accordance with O.C.G.A. § 4-11-5.1. If the owner comes forward and no appeal hearing is requested, the animal may be returned to the owner provided the owner complies with the requirements of this chapter, including payment of fees set forth in subsection (j) and the requirements of section 5-3. If a hearing is requested, the provisions of subsection (g) shall apply.**

(g) *Appeal hearing.* **When the animal control board receives a proper and timely request for an appeal hearing of a classification, it shall schedule such hearing within thirty (30) days after receiving the request; however, such hearing may be continued by the authority for good cause shown. The board shall notify the dog owner in writing by certified mail or statutory overnight delivery of the date, time, and place of the hearing, and such notice shall be mailed to the dog owner at least ten (10) days prior to the date of the hearing; and such notice shall be mailed to the dog owner at least ten (10) days prior to the date of the hearing. At the hearing, the owner of the dog shall be given the opportunity to testify and present evidence and in addition, thereto the governing authority or board shall receive such other evidence and hear such other testimony as the governing authority or board may find reasonably necessary to make a determination either to sustain, modify, or overrule the animal control officer's classification of the dog, including the power to impose conditions on continued possession of the dog.**

(h) *Decision.* **After hearing the evidence the animal control board shall be empowered to take the following actions:**

(1) **Sustain the animal control officer's classification;**

(2) **Modify the animal control officer's classification;**

(3) **Overrule the animal control officer's classification;**

(4) **Impose conditions or restrictions in addition to the required conditions set forth in this chapter for keeping a classified dog; or**

(5) **Order that the dog be euthanized pursuant to subsection 5-22(a)(3) if the requirements are met.**

(i) ***Notice of decision.*** **The decision shall be made at the hearing, and within ten (10) days after the date of the hearing, the animal control board shall notify the dog owner in writing by certified mail or statutory overnight delivery of its determination on the matter. If such determination is that the dog is a dangerous dog or vicious dog, the notice shall specify the date upon which that determination is effective. Any specific additional conditions or restrictions shall be set forth in the notice. If the determination is that the dog is to be euthanized pursuant to subsection 5-22(a)(3), the notice shall specify the date by which the euthanasia shall occur.**

(j) ***Return to owner.*** **In the event the dog is classified as dangerous or vicious dog, (and the dog is not euthanized), the animal shall not be returned to the owner until payment of reasonable confiscation costs, including an impoundment fee of one hundred dollars ($100.00), boarding costs of fifteen dollars ($15.00) per day, and all actual veterinary care costs. In the event the owner has not complied with the provisions of this subsection and also satisfied the requirements set forth in section 5-23 within ten (10) days of the date the dog was classified, said dog shall be destroyed in an expeditious and humane manner in accordance with O.C.G.A. § 4-11-5.1; provided however, upon a showing for good cause, the animal control officer may extend said time up to an additional fifteen (15) days, upon the payment by the owner of the per diem boarding costs for said dog. In the event the dog is ordered euthanized, the animal shall be humanely destroyed any time after five (5) business days after the date of the decision of the animal control board in accordance with O.C.G.A. § 4-11-5.1.**

(k) ***Judicial review.*** **Judicial review of the animal control officer's final decision may be had in accordance with O.C.G.A. § 50-13-19, except that venue shall be limited to the Bartow County Superior Court. The filing of the petition for judicial review in superior court does not itself stay enforcement of the board's decision. Except as otherwise provided in this subsection, the animal control director may grant, or the reviewing court may order, a stay upon appropriate terms for good cause shown.**

2.

Sec. 5-56. - Repealer.

Upon its effective date, the ordinance from which this chapter derives replaces the prior animal control ordinance, adopted June 15, 2000. In the event this entire chapter is struck down as void, unconstitutional or invalid, including therefore this provision, that prior ordinance shall be considered to not have been repealed and shall therefore still be in effect.

3.

It is the intention of the city council and it is hereby ordained that the provisions of this ordinance shall become and be made a part of the Code of Ordinances, City of Cartersville, Georgia, and the sections of this ordinance may be renumbered to accomplish such intention.

BE IT AND IT IS HEREBY ORDAINED

FIRST READING: _____
SECOND READING: _____

_____
MATTHEW J. SANTINI, MAYOR

ATTEST: _____
MEREDITH ULMER, CITY CLERK

Item # 1

D. First Reading of Ordinances

1. Founder's Oak Parking Lot Events

Mr. Lovell stated Founder's Oak Parking Lot is being amended and recommended for Council approval.

This is a first reading and does not require a vote.

Ordinance no._____

Now be it and it is hereby ordained by the Mayor and City Council of the City of Cartersville, that the CITY OF CARTERSVILLE CODE OF ORDINANCES. CHAPTER 22. – STREETS & SIDEWALKS, ARTICLE I. – IN GENERAL. SEC. 22-9 – 22-25 – RESERVED is hereby amended by deleting said Section in its entirety and replacing it as follows:

1.

Sec. 22-9. – Founder's Oak Parking Lot.

The Founder's Oak parking lot shall be jointly administered by the public works department and the City of Cartersville Downtown Development Authority.

(1) The public works department shall administer the Founder's Oak parking lot in the same manner as all other parking lots in the city, except as stated herein.

(2) The downtown development authority is hereby authorized pursuant to the conditions and requirements as to event, times and dates as determined by the city

manager to use the Founder's Oak parking lot for public assemblies and gatherings, festivals and other events as approved by the city.

(3) The downtown development authority must within two (2) weeks prior to allowing any use of the Founder's Oak parking lot, provide to the public works department a synopsis of the planned activity, dates, times, and anticipated crowds.

(4) The city reserves the right at the sole discretion of the city manager to cancel any event planned at the Founder's Oak parking lot if in his/her opinion it is necessary to protect the public health, safety, and welfare of the inhabitants of the city and/or the anticipated or actual users and use of the Founder's Oak parking lot.

2.

Sec. 22-10 through 22-25. Reserved.

3.

It is the intention of the city council and it is hereby ordained that the provisions of this ordinance shall become and be made a part of the Code of Ordinances, City of Cartersville, Georgia, and the sections of this ordinance may be renumbered to accomplish such intention.

BE IT AND IT IS HEREBY ORDAINED

FIRST READING: _____
SECOND READING: _____

_____
MATTHEW J. SANTINI, MAYOR

ATTEST: _____
MEREDITH ULMER, CITY CLERK

2. Special Events to Chapter 11 Misc Provisions

Mr. Lovell stated Chapter 11 - Miscellaneous Provision and Offenses is being amended by adding a new ordinance regarding a special event policy.

This is a first reading and does not require a vote.

Ordinance no._____

Now be it and it is hereby ordained by the Mayor and City Council of the City of Cartersville, that the CITY OF CARTERSVILLE CODE OF ORDINANCES. CHAPTER

Item # 1

<u>11 – MISCELLANEOUS PROVISIONS AND OFFENSES.</u> is hereby amended by adding a new <u>ARTICLE XII. – SPECIAL EVENTS</u>. as follows:

1.

ARTICLE XII. - SPECIAL EVENTS

Sec. 11-231. - Special event policy.

It shall be unlawful for any special event to occur in the city without a validly issued special event permit and full compliance with the provisions of the city's special event policy, which provisions shall be promulgated by the city manager and be made available to applicants upon request. For the purposes of this chapter, special event means any organized for-profit or nonprofit activity having as its purpose a charitable event, entertainment, recreation and/or education which (i) takes place on public property or (ii) takes place on private property, but requires special public services and which is permitted by the city under this article. Gatherings or activities that take place on private property and that make no use of city streets, other than for lawful parking, are not subject to the provisions of this article, but shall comply with all other requirements specified by ordinance as to the use of residential property.

By way of example, special events include, but are not limited to; fairs, tours, grand opening celebrations, races, religious and charitable events, rallies, assemblies, festivals, holiday celebrations, bicycle runs, and block parties. Private social gatherings which will make no use of city streets other than for lawful parking are not included. Garage sales, lawn sales, rummage sales, flea market sales, or any similar casual sale of tangible personal property are not included.

This ordinance is not applicable to events that are governed by the following provisions of the City of Cartersville Code of Ordinances:

1. **Chapter 15. Parks and Recreation. Article III. Festivals;**
2. **Chapter 22. Street and Sidewalks. Article II. Parades;**
3. **Chapter 22. Street and Sidewalks. Article V. Solicitation Permits;**
4. **Chapter 10. Licenses, Taxation, and Miscellaneous Business Regulations. Article XVI. Media Productions and Permits.**

For the purposes of this chapter, a producer is any person responsible for planning, producing and conducting a special event.

Sec. 11-232. - Penalties for violation.

Violation of any of the sections of this article or any part thereof shall be punished as provided in section 1-6.

Sec. 11-233. - Liability.

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(a) At the discretion of the city, prior to issuance of a permit, the producer shall provide to the city proof of comprehensive liability insurance naming the city as an additional insured. The insurance requirement is a minimum of $300,000.00 personal injury per person, $1,000,000.00 maximum, and $100,000.00 property damage against all claims arising from permits issued pursuant to this article.

(b) The producer of any special event shall provide a written agreement in a form satisfactory to the city providing the producer shall defend, pay, and save harmless the city, its officers, employees, and agents from liability of all personal or property damages arising from any acts or omissions emanating from a special event and from any and all claims, attorney fees or lawsuits for personal injury or property damage arising from or in any way connected to the special event. The agreement shall be filed with, and made a part of, the application form.

(c) The city, its officials, employees, or agents shall not incur any liability or responsibility for any injury or damage to any person in any way connected to the use for which the permit has been issued. The city, its officials, employees, or agents shall not be deemed to have assumed any liability or responsibility by reasons of inspections performed, the issuance of any permit, or the approval of any use of the right-of-way or other public property.

Sec. 11-234. - Vendors of food and merchandise.

(a) The sale or provision of food and/or merchandise by vendors or producer shall be allowed as a component of a special event provided each vendor is authorized to participate in writing by the producer of the event and provided further each vendor shall be subject to all conditions and limitations as shall be imposed in writing by the producer and submitted as part of the application for a permit.

(b) The producer of a special event shall have sole responsibility and control of all food and merchandise vendors as a component of a special event and to designate the location and activities of such vendors.

(c) Authorized vendors of the producer, providing food and/or merchandise, shall not be required to obtain a separate vendor permit to operate during the special event.

(d) Notwithstanding the provisions of subsection (c) of this section, food vendors authorized by the producer shall be required to comply with rules and regulations of the county health department as to the preparation and service of food.

Sec. 11-235. - Miscellaneous provisions regarding vendors.

(a) Each vendor authorized by the producer of the special event shall prominently display on his or her person a badge provided by the producer and identifying the vendor as an authorized participant in the special event which shall bear the signature of the producer or his designated agent.

(b) It shall be unlawful for any vendor not authorized by the producer as provided herein to engage in any business within a distance of 100 yards of the special event from one hour before the start of the special event, and until one hour after the special event.

(c) A special event permit granted by the city may provide for the city to close designated streets and intersections to allow use of the public right-of-way for the special event during designated hours and days. The producer shall bear all responsibility for having all vendors remove any structures and all trash and debris from the designated area by not later than the time stated under the permit for re-opening of all streets.

Sec. 11-236. - Other permits.

(a) The purpose of this article is to allow the city's departments and staffs to review an application for a special event permit outside the regular ordinance standards in order to determine how disruptive a special event may be to the ordinary use of parks, public streets, rights-of-way, or sidewalks and to make recommendations and allowances.

(b) Notwithstanding subsection (a) of this section:

(1) Alcohol is not allowed as part of the event; and

(2) Fireworks are not allowed as part of the event.

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Sec. 11-237. – Application.

(a) An application shall be submitted to the city manager or their designee on forms to be provided by the city. The applicant at a minimum shall include the following information:

(1) Event title;
(2) Event description and purpose;
(3) Event location;
(4) Event Type;
(5) Are roads or driveways being requested to be closed;
(6) Facilities provided;
(7) Security and security plan;
(8) Time and date;
(9) Restroom facilities;
(10) History of event;
(11) Estimated attendees;
(12) Applicant/contact information;
(13) Insurance
(14) Type of entity;
(15) Signage;
(16) Vendors, food or otherwise;
(17) Medical plan;
(18) Trash, recycling, and clean-up plan; and
(19) Indemnification to the City.

(b) The city manager or his/her designee shall approve or deny applications based on the requirements herein.

Sec. 11-238. - Denial or revocation of a special event permit.

(a) Reasons for denial of a special event permit include, but are not limited to:

(1) The special event will unnecessarily disrupt traffic within the city beyond practical solution;

(2) The special event will interfere with access to fire stations and fire hydrants;

(3) The location of the special event will cause undue hardship to adjacent businesses or residents;

(4) The special event will cause unnecessary disruption of public services which would unreasonably impact the remainder of the city;

(5) The application contains incomplete or false information;

(6) The producer fails to comply with any terms required by this article;

(7) The special event is not compatible with surrounding uses; and

(8) Proposed security, traffic, attendance, medical is not sufficient for said event.

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(b) Reasons for revocation of a special events permit include, but are not limited to:

(1) False or incomplete information on the application;

(2) Failure to comply with all terms and conditions of the permit;

(3) Failure to arrange for or adequately remit all fees, deposits, insurance or bonds to the city; and

(4) Existence of disaster, public calamity, riot or other emergency as the city determines, in its sole discretion, to be an impact upon the public health, safety and welfare.

(c) Further, a special event permit may be denied, suspended, or revoked by the city, if the chief of the police department, the chief of the fire department, public works director, or their designees, determines that the health, welfare, or safety of the public may be endangered.

Sec. 11-239. - Appeals.

(a) Any producer whose special event permit application has been denied or revoked may request in writing a review of this decision by the city manager. This request must be in writing and received by the city manager within five days of the permit denial or revocation. In the event said permit was initially denied by the city manager, the producer may skip the appeal process indicated in paragraphs (a) and (b) and directly go to the process outlined in paragraph (c) herein.

(b) The city manager shall review the application and reasons for the denial or revocation of the special event permit and shall issue a decision, within five days, whether to uphold or reverse the previous decision and grant or reinstate the permit with such additional conditions as the city manager may deem justified by the evidence.

(c) Should the producer be dissatisfied with the decision of the city manager, an appeal may be filed with the mayor and city council within five days of the decision of the city

manager. The mayor and city council shall set a hearing date within 30 days of receiving an appeal. At the hearing, evidence may be submitted by the producer addressing why the permit should have been granted or not revoked and by the city manager addressing why the permit was denied or revoked. The city council shall determine whether the denial or revocation of the permit is justified, or it may reverse the previous decision and grant or reinstate the permit with such additional conditions as deemed justified by the evidence.

Sec. 11-240 – 11-249. Reserved.

2.

It is the intention of the city council and it is hereby ordained that the provisions of this ordinance shall become and be made a part of the Code of Ordinances, City of Cartersville, Georgia, and the sections of this ordinance may be renumbered to accomplish such intention.

Item # 1

BE IT AND IT IS HEREBY ORDAINED

FIRST READING: _____
SECOND READING: _____

_____
MATTHEW J. SANTINI, MAYOR

ATTEST: _____
MEREDITH ULMER, CITY CLERK

3. Festival Ordinance

Mr. Lovell stated adjustments have been made to the existing Festival Ordinance at the request of Council. Some of the changes are meant to reflect the current process for which festivals are approved. Additionally, the Planning & Development Department will be required to review said applications and "controlled festival zone" maps. The Alcohol Control Board did review the changes and does recommend approval of the changes.

Ordinance no.

Now be it and it is hereby ordained by the Mayor and City Council of the City of Cartersville, that the CITY OF CARTERSVILLE CODE OF ORDINANCES. CHAPTER 15. – PARKS & RECREATION, ARTICLE III. - FESTIVALS is hereby amended by deleting said Article III in its entirety and replacing it as follows:

1.

Sec. 15-50. - Purpose.

The following are general rules for conducting or regulating festivals in the City of Cartersville, Georgia.

Sec. 15-51. - Definitions.

Words and terms used in this article are defined as follows:

Alcoholic beverage. **Means and includes, but is not limited to, malt beverages, wine and spirituous liquor as defined in this section.**

Controlled zone. **A zone within the festival area in which special regulations may apply as recommended in each case by the Festival Manager and authorized by the Planning and Development Director which shall include ~~including~~ wristband or other means of identification of persons authorized to purchase and hold in possession alcoholic beverages in a public park or street.**

Festival. **A program of cultural, economic development, tourism, and/or entertainment events open to the general public and taking place either fully or in part on public streets, thoroughfares, parks, squares, or other public property in connection with a community festival. To be regulated by this article, each such festival must be designated as a festival by the mayor and city council.**

Festival area. **The area specifically designated and defined by the mayor and city council as the location of festival events and activities.**

Festival Manager. **Means the individual designated as provided herein in the application for a Festival as the Festival Manager and shall be the individual responsible for compliance of all requirements of this Ordinance. The Festival Manager shall be responsible for preparing the application, organizing and setting up the Festival, contracting with all vendors, providing insurance as required herein, retaining caterers, receiving all required permits and licenses, providing security, and clean-up after the Festival. The Festival Manager shall be the Cartersville Downtown Development Authority Director or designee of the Downtown Development Authority Director or board, unless otherwise designated by the Mayor and City Council.**

Sec. 15-52. - Designation of a community festival.

On the recommendation of the city manager, the mayor and city council may designate and name certain community festival days and locations, and during such festival days, authorize cultural and entertainment events and initiate the regulatory provisions of this article within the festival area. Upon designation of a festival day, an application as provided for herein shall be submitted by the Festival Manager.

Sec. 15-53. - Designation of a festival area, Manager and Alcohol sales.

The mayor and city council shall designate the festival area, festival manager, and whether alcohol sales are to be allowed in the resolution that designates the event as a festival and have the right to add any regulations, or requirements generally for festivals or per any specific festival listed therein.

Sec. 15-54. – Application and Guidelines.

(a) Applications must be submitted on forms approved by the City of Cartersville for use by the Cartersville Downtown Development Authority.

(b) All applications, besides approval by the Cartersville Downtown Development Authority, shall be approved by the following:

(1) Parks & Recreation Director or designee, or Planning & Development Director or designee, as appropriate; and

(2) If Street Closures – the Chief of Police, Fire Chief, and Public Works Director.

(c) All applications must include at a minimum the following, though additional information may be required by the Cartersville Downtown Development Authority and City of Cartersville Planning & Development Director, Chief of Police, Fire Chief and Public Works Director and City of Cartersville Parks & Recreation Director:

Item # 1

(1) Name of entity;

(2) Address and phone number;

(3) Sponsoring organization and contact information;

(4) Event history;

(5) Event hours and anticipated attendance;

(6) Description of event;

(7) If sound – what amplification will be used;

(8) List of vendors;

(9) Plans for clean-up

(10) Plans for restroom facilities;

(11) Insurance Requirements;

(12) If streets and public property is to be closed;

(13) Anticipated security needs, though the City of Cartersville will upon issuing the permit state security requirements; and if the City law enforcement on duty or off duty personnel are needed, off duty personnel are required for all festivals that alcohol is served;

(14) Deposits;

(15) Traffic and parking plans;

(16) An indemnification of the City of Cartersville and Cartersville Downtown Development Authority;

(17) Alcohol sales, the hours, method of checking identification, type, and caterer.

Sec. 15-55. Rules and Regulations.

The following rules and regulations are to apply to all applications and events

1. **All reservations are made on a first come, first served basis. Events renting all of the downtown square will not be scheduled on back to back weekends.**
2. **Reservations may be made up to 1 year in advance of event, based on availability.**
3. **Reservations are NOT guaranteed until ALL paperwork is approved by Cartersville Downtown Development Authority staff and security deposit is received.**
4. **All rental applicants must provide a rider for liability insurance at least 30 days in advance of the event listing City of Cartersville as additional insured with at least $1,000,000 of coverage.**
5. **Deposit, rental fee, and insurance MUST be paid/provided no later than 30 days before the event.**
6. **Events that have not produced required payment and/or rental documentation 30 days prior to event will be subject to cancellation.**
7. **Changes or cancellations must be made at least thirty (30) days in advance of the event in order to receive refund (less a $10.00 processing fee).**
8. **The Cartersville Downtown Development Authority Director reserves the right to deny approval of any application provided that it is no more than one (1) week after receipt of documentation. Recurring events require approval from the Cartersville Downtown Development Authority Board.**
9. **The Cartersville Downtown Development Authority Director reserves the right to revoke reservations for issues such as failure to comply with this policy or any determination that use of the facility presents a danger to the public or the City.**
10. **Any violation of this policy or any City ordinance may result in forfeit of deposit and in sponsoring organization being banned from use of downtown facilities for future events.**
11. **Businesses within the historic downtown district do not have to pay rental fees unless the business exceeds four (4) events in one calendar year. 501(c)(3) & (c)(6) non-profit organizations are eligible for reduced rates with proof of non-profit status.**
12. **All events are to end by 11:00 p.m. unless alternate arrangements are made in advance with the Cartersville Downtown Development Authority.**
13. **No parking fees can be charged to attend event.**

Item # 1

14. All trash must be placed in lidded rolling trashcans or dumpster receptacle next to old Fire Station at end of event. The open metal trash cans on site are NOT to be left full of trash.
15. There are NO storage facilities at the Cartersville Welcome Center/Cartersville Downtown Development Authority. ALL decorations, sound equipment, food, et cetera must be brought in the day of the function and removed at the end of the rental period. The Cartersville Downtown Development Authority accepts no responsibility for items left of premises.

Sec. 15-56. Fees

(a) The Mayor and City Council authorizes the Cartersville Downtown Development Authority to assess fees not to exceed One Thousand Five Hundred ($1,500.00) Dollars for the rental of the following areas for festivals:

(1) Friendship/Pedestrian Plaza;
(2) Founders Oak Parking lot;
(3) North Wall Street Parking Lot;
(4) South Wall Street Parking Lot;
(5) Other areas of downtown.

(b) The Parks and Recreation Director is authorized to establish a fee for festivals in the City Parks, and shall keep said schedule in his/her office.

Item # 1

Sec. 15-57. - Designation and management of controlled zone.

(a) approval of a Festival by the Mayor and City Council, and receipt of an approved application the Planning Director may designate one (1) or more controlled zones within the festival area, and shall determine regulations and controls which will be specific for each designated controlled zone. Such regulations and controls may include, but are not limited to the following:

(1) *Designation of controlled festival zone.* Identifying designated controlled zone(s) by means of prominent signage or fencing placed around the perimeter of the event area at entrance and exit points indicating that alcohol cannot be taken beyond the boundaries of festival zone with violators being subject to ticketing or other enforcement actions.

(2) *Identification, entrance criteria.* Entrance criteria may include, but are not limited to, prohibiting persons from entering with weapons (if allowed under Georgia law), alcoholic beverages, pets, skates, bicycles, and other items which may be dangerous, disruptive, or inconvenient in crowded conditions, and prohibiting entry by persons appearing to be intoxicated. The designated event manager also reserves the right to remove persons from the festival zone who are deemed to be in violation of posted entrance criteria or festival zone rules.

(3) *Identification, consumption of alcoholic beverages.* Requiring wristbands or other means of identifying persons who have displayed proof of attaining the age of twenty-one (21) years, and who are authorized to purchase or hold in possession alcoholic

beverages within the controlled zone, both within and outside of licensed alcoholic beverage establishments. A fee may be charged for such wristband if included in the application and approved by the Planning and Development Director. The transfer of wristband from one person to another person is prohibited and if a violation occurs, the wristband will be forfeited. Displaying such a wristband does not relieve alcoholic beverage licensee or servers of responsibility for determining if a person has attained the age of twenty-one (21) years before dispensing alcohol to that person. The Festival Manager shall be responsible for compliance of this requirement.

(4) *Containers, cups.* Any establishment serving alcoholic beverages where the individuals purchasing said beverages will be walking around in the containment area shall only serve the alcoholic beverage in a disposable cup. Disposable cups must be composed of a material that is not glass, ceramic, aluminum, or other hard substance. Plastic or Styrofoam cups are allowed. The city also reserves the right to determine additional regulations in regards to the containers/cups when approving the festival. The City of Cartersville and/or the Cartersville Downtown Development Authority may require all vendors and festival participants to use disposable cups furnished by them, and may assess a fee therefore.

(5) *Transport of alcoholic beverages into or out of a designated controlled zone.* The transport of alcoholic beverages for personal consumption either into or out of any designated controlled zone is prohibited.

(6) *Vendors.* The designated festival manager and/or the downtown development authority will be responsible for approving or not approving the vendors/establishments that seek participation in the festival.

(b) *Insurance.* Any organization authorized to organize and manage festival activities within a controlled zone shall take out and keep in force for all activities associated with such event a special events liability policy. Such policy shall provide the following:

(1) *Minimum coverage limits:* The city manager will establish adequate minimum coverage limit depending on the scope of festival.

(2) *Named as additional insured:* The City of Cartersville, and its officers, employees and agents shall be named as additional insureds. In some cases other local, state, and federal governments or private individuals or corporations may be required to be named as an additional insured if the property is leased, is under lease, or private property is being used to conduct the festival.

(3) *Certificate of insurance:* A certificate of insurance shall be issued to the additional insured at least five (5) days prior to the beginning of the event. Such certificate shall be on a standard form and will provide for notification of the additional insured within ten

(10) days of termination of coverage.

(4) Coverage shall include claims for damages because of bodily injury and for DRAMSHOP liability.

Sec. 15-58. - Restricting hours of alcohol sales.

Item # 1

Hours of alcohol sales will be set forth in the application establishing the festival, but in no event shall they begin before 8:00 a.m. and must end by 11:00 p.m. and are subject to the approval of the Planning and Development Director.

Sec. 15-59. - Qualified vendors.

All qualified vendors must have a City of Cartersville pouring license or have completed the application process for a temporary City of Cartersville pouring license and a State of Georgia alcohol license prior to the event date. Temporary permits are issued to qualified vendors in accordance with regulations as set forth in section 4-130 of the Cartersville Code of Ordinances.

Sec. 15-60. - Permit.

Permit applications may be obtained from the Parks and Recreation Department or the Cartersville Downtown Development Authority, as appropriate before requesting approval to organize and/or conduct a festival. Additional approval of the Parks and Recreation Director shall be required for any festivals at City Parks and Recreation facilities.

Item # 1

Sec. 15-61. - No waiver.

Nothing contained herein shall waive the sovereign immunity of the City of Cartersville as currently existing or as may be hereafter amended. Further, this article shall not constitute a waiver or modification of state law, city ordinances or federal law.

Sec. 15-62. – Event Manager.

The Festival Manager for events may designate an Event Manager whom shall be responsible for all requirements contained in the application, the City of Cartersville Code of Ordinances, and the permit(s) issued. The Events Manager must either be covered by the insurance provided for with the approval of the Festival or provide its own insurance which meets the requirements herein and/or the Cartersville Downtown Development Authority, whichever is greater. The appointment of an Events Manager does not release the Festival Manager of any of its obligations.

Secs. 15-63—15-80. - Reserved.

2.

It is the intention of the city council and it is hereby ordained that the provisions of this ordinance shall become and be made a part of the Code of Ordinances, City of Cartersville, Georgia, and the sections of this ordinance may be renumbered to accomplish such intention.

BE IT AND IT IS HEREBY ORDAINED

FIRST READING: _____
SECOND READING: _____

_____
Matthew J. Santini, Mayor

Attest:

_____
Meredith Ulmer, City Clerk

E. Public Hearing – 1st Reading of Zoning/Annexation Requests

1. SU19-01: 4 S Tennessee St. Applicant: Patricia Holt. Special Use Permit Application for a Microbrewery in the M-U District. Property contains Approx. 1.3 Acres.

Randy Mannino, Planning and Development Department Head stated the applicant wishes to open and operate a microbrewery in a portion of the building located at 4 S. Tennessee St. In 2018 per text amendment T18-06, the City updated the zoning ordinances to allow microbreweries in certain zoning districts with a Special Use Permit. This includes the M-U (Multiple Use) district.

The floor was opened for a public hearing:

Dean Kimberly, brewer, came forward and stated the microbrewery goals will be community based with a focus on charities. The intent is for this establishment to be a place for pets, families, couples etc to enjoy a hand-crafted beer; this will not be a bar.

This is a first reading and does not require a vote.

2. Z18-04: 25 Baker St. Applicant: RB Estates, LLC. Rezoning from R-7 to M-U (Multiple Use). Property Contains Approx. 1.3 Acres.

Mr. Mannino stated this request is to rezone property located at 25 Baker St from R-7 (Single Family residential) to M-U (Multiple Use) to construct two (2)- 4 plex rental units, eight (8) units total. Currently, the R-7 zoning will not permit the multi-family project. The R-7 zoning limits residential development to single family detached dwellings.

The floor was opened for a public hearing:

Steve Ragas, owner and applicant, came forward and stated he will be managing the property with his wife. Mr. Ragas stated he would like the project to blend with the community.

This is a first reading and does not require a vote. Please see Exhibit A for plat.

Ordinance

of the

City of Cartersville, Georgia

Ordinance No.

Petition No. Z18-04

NOW BE IT AND IT IS HEREBY ORDAINED by the Mayor and City Council of the City of Cartersville, Georgia, that all that certain tract of land owned by RB Estates. Property is located 25 Baker St. Said property contains 1.31 acres located in the 4th District, 3rd Section, Land Lot 453 as shown on the attached plat Exhibit "A". Property is hereby rezoned from M-U (Multiple Use) to Multi Family Residential (Two – 4 plex units). Zoning will be duly noted on the official zoning map of the City of Cartersville, Georgia.

BE IT AND IT IS HEREBY ORDAINED.

First Reading: February 21, 2019.
ADOPTED this the day of. Second Reading: March 7, 2019

/s/_____
Matthew J. Santini, Mayor

ATTEST:
/s/_____
Meredith Ulmer, City Clerk

Item # 1

3. Z18-05: 1001/1003 North Tennessee St. & 10/14 Mimosa Ln. Applicant: EEC LP/Janet Thornbrough. Properties Contain Approx. 10.7 acres. Rezoning from M-U with Conditions and R-15 to M-U & RSL.

Mr. Mannino stated this request is to reconfigure four existing lots and rezone the same from R-15 (Single Family residential) and M-U with a condition (Multiple Use) to RSL (Residential Senior Living) and M-U with a new condition. The total current acreage of the four parcels is approximately 13.44 acres. Approximately 10.2 acres are affected by the rezoning. All parcels are owned by the same owner.

The floor was opened for a public hearing:

Gene Bunch, local resident, came forward and stated he was against due to his concerns with traffic.

Ron Goss, representing the applicant, came forward and stated the intent of the application and was available for any questions.

This is a first reading and does not require a vote. Please see Exhibit B for parcel map.

Ordinance

of the

City of Cartersville, Georgia

Ordinance No.

Petition No. Z18-05

NOW BE IT AND IT IS HEREBY ORDAINED by the Mayor and City Council of the City of Cartersville, Georgia, that all that certain tract of land owned by EEC LP; Janet Thornbrough. Property is located 1001/1003 N Tennessee Street and 10/14 Mimosa Lane. Said property contains Tract 1: 5.655 and Tract 2: 4.799 acres located in the 4th District, 3rd Section, Land Lot 453 as shown on the attached plat Exhibit "A". Tract 1 property is hereby rezoned from R-15 (Single Family Residential) to RSL (Residential Senior Living). Tract 2 property R-15 (Single Family Residential) to M-U Multiple Use – no conditions). Zoning will be duly noted on the official zoning map of the City of Cartersville, Georgia.

BE IT AND IT IS HEREBY ORDAINED.

Item # 1

First Reading: February 21, 2019
ADOPTED Second Reading: March 7, 2019

/s/_____
Matthew J. Santini
Mayor

ATTEST:

/s/_____
Meredith Ulmer
City Clerk

F. Change Order

1. HSPB#2 Stabilization Project – Final Adjustment Change Order

Bob Jones, Water Department Head stated Stabilization of the Number Two High Service Pump Building (HSPB#2) was authorized on March 15, 2018. The work consisted of the following major tasks:

- Demolition of the interior floor of the building
- Demolition of all interior pipe support cradles
- Removal of all 36-inch internal piping
- Removal of all pump control valves and isolation valves
- Installation of 3,500 vertical feet of 6-in diameter wall and pipe support micro piles
- Installation of a new flow control valve and actuator
- Replacement of the entire interior floor and all pipe support cradles
- Reinstallation of the original 36-inch pipe and valves

· Test run and recommission of pump station

The project was awarded to SOL Construction in the amount of $1,193,475.00. Due to unforeseen issues discovered after removing the floor, Change Order #1 was approved which increased the project total to $1,309,691.23. Change Order #2 was approved to replace the faulty MPRs discovered after the pump station reassembly, which increased the total contract to $1,332,600.25.

All work in the original scope as well as both change orders has been completed. This final adjustment change order reconciles bid quantities to actual quantities used for the project. The result of those adjustments is a reduction of $25,874.00 for a final project cost of $1,306,726.25 (9.5% above original contract bid).

Item # 1

This project was funded with bond funds and is well under our FY18-19 budgeted amount of $1,600,000. The additional funds will be contributed to projects which have come in above budget. This final adjustment change order is recommended for your approval to finalize the contract and close the project.

A motion to approve HSPB#2 Stabilization Project – Final Adjustment Change Order was made by Council Member Stepp and seconded by Council Member Roth. Motion carried unanimously. Vote: 5-0.

G. Grant Application/Acceptance

1. Firehouse Grant Revision

Chief Scott Carter, Fire Department stated on 1/17/2019, Mayor and Council accepted a grant of equipment from Firehouse Subs Foundation. The Fire Department was notified that the foundation would rather provide direct funds and have us purchase the equipment. The amount of the grant remains $15,232.72, so there is no additional expense to the City. The Fire Department requested that this revision be accepted and we will purchase all equipment through the normal process.

A motion to approve Firehouse Grant Revision was made by Council Member Roth and seconded by Council Member Wren. Motion carried unanimously. Vote: 5-0. _____

H. Bid Award/Purchases

1. Odorant for Gas System

Michael Hill, Gas Department Head stated Federal regulations require that we odorize our gas for safety purposes. GPM Equipment Sales, Inc. is the sole provider for mercaptan (odorant) in this area. The Gas Department use about 240 gallons annually between our two stations. We are requesting approval, not to exceed 500 gallons at $24.50 per gallon, or

$12,250.00. This is a federal requirement and your approval of this purchase is recommended.

A motion to approve Odorant for Gas System in an amount not to exceed $13,000.00 was made by Council Member Roth and seconded by Council Member Stepp. Motion carried unanimously. Vote: 5-0.

2. Utility Locate Instrument

Mr. Hill stated the Gas System locate technicians are in need of a new utility locating instrument. This instrument will be used on a daily basis to locate all five utilities. The instrument is a Radio-detection RD 8100 PDL Receiver and TX-10 Transmitter and the total price is $6,348.88. This instrument is far superior than our current instrument. C&S Solutions East is the sole authorized distributor in our area. I recommend approval of this item.

A motion to approve the purchase of the utility locate instrument was made by Council Member Hodge and seconded by Council Member Stepp. Motion carried unanimously. Vote: 5-0.

Item # 1

3. Athletic Equipment Bid

Britt McGill, Assistant Parks and Recreation Department Head stated the Parks and Recreation Department received 3 bids for the purchase of various sports equipment. Staff is recommending the low bid of $9,787.54 from BSN Sports for your approval. This is a budgeted purchase.

A motion to approve the athletic equipment purchase was made by Council Member Wren and seconded by Council Member Roth. Motion carried unanimously. Vote: 5-0. _____

4. Commercial Front Loader Lease

Crystal Summers, Public Works Department stated Solid Waste Division is requesting to lease a commercial front loader from RDK Truck Sales on a one-year term for $6,192.40 per month.

Public Works has an immediate need for a commercial front loader due to the downing of truck #6223 by the City Garage. Truck #6223 has body and frame damage that has rendered it unsafe to put back on the road.

Public Works would like to try leasing this type of equipment rather than purchasing it because the maintenance costs are so high. Public Works has spent $102,751 on maintenance costs on truck #6223 over the last six years. If you look at the purchase costs and maintenance costs together, it is almost equal with the lease costs. The advantage of the lease would be less down time and less demand on the city garage.

This item was not budgeted, but is necessary for uninterrupted service for our commercial customers. Staff recommends approval of this equipment lease from RDK Truck

Sales. Proposals were solicited on the Georgia Procurement registry.

A motion to approve the commercial front loader lease was made by Council Member Cooley and seconded by Council Member Roth. Motion carried unanimously. Vote: 5-0. _____

5. UMS Master Services Contract

Dan Porta, Assistant City Manager stated the AMI Committee has met with Utility Metering Solutions, LLC (UMS) regarding consulting services that they could provide the City on our automated metering infrastructure (AMI) solution. Since we have three utilities, the type of AMI product we select must work with all three utilities' meters and with our utility billing software. The proposal from UMS will allow us to use an experienced AMI consulting firm to help us navigate through the companies that provide AMI solutions. The recommendation is to approve the agreement with UMS for a not to exceed amount of $151,970, which is made up of this phase of the consulting services of $134,435 plus a contingency amount of $17,535.

Item # 1

A motion to approve UMS Master Services Contract was made by Council Member Roth and seconded by Council Member Cooley. Motion carried unanimously. Vote: 5-0. _____

I. Monthly Financial Statement

1. December 2018 Financial Report

Tom Rhinehart, Finance Department Head gave the monthly financial report comparing December 2018 to December 2017.

Mayor Santini asked the audience if there was anyone present who would like to speak before Council this evening and if so to please come forward.

Armond Knowles, Cartersville Resident, came forward to express his thoughts about the Parks and Recreation Director position. Mr. Knowles stated a local candidate would be the best.

Erin Jones, Bartow County resident, stated she has been involved with City recreation in the past, and believes the City should keep local talent here in regards to the Parks and Recreation Director position.

After announcements a motion to adjourn the meeting was made by Council Member Stepp and needing no second. Motion carried unanimously. Vote: 5-0. _____

Meeting Adjourned

/s/ _____
Matthew J. Santini
Mayor

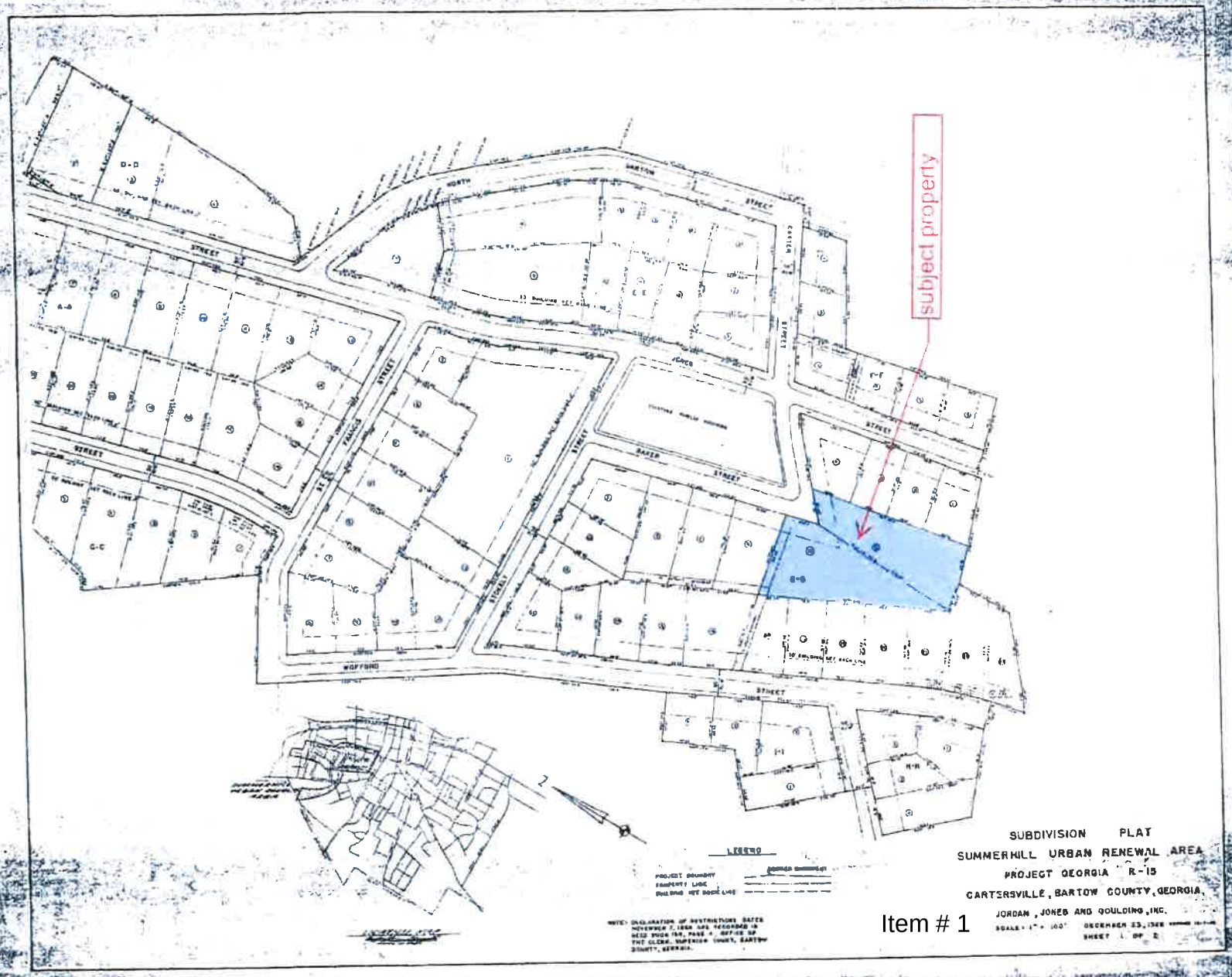
ATTEST:

/s/ _____
Meredith Ulmer
City Clerk

Item # 1

A

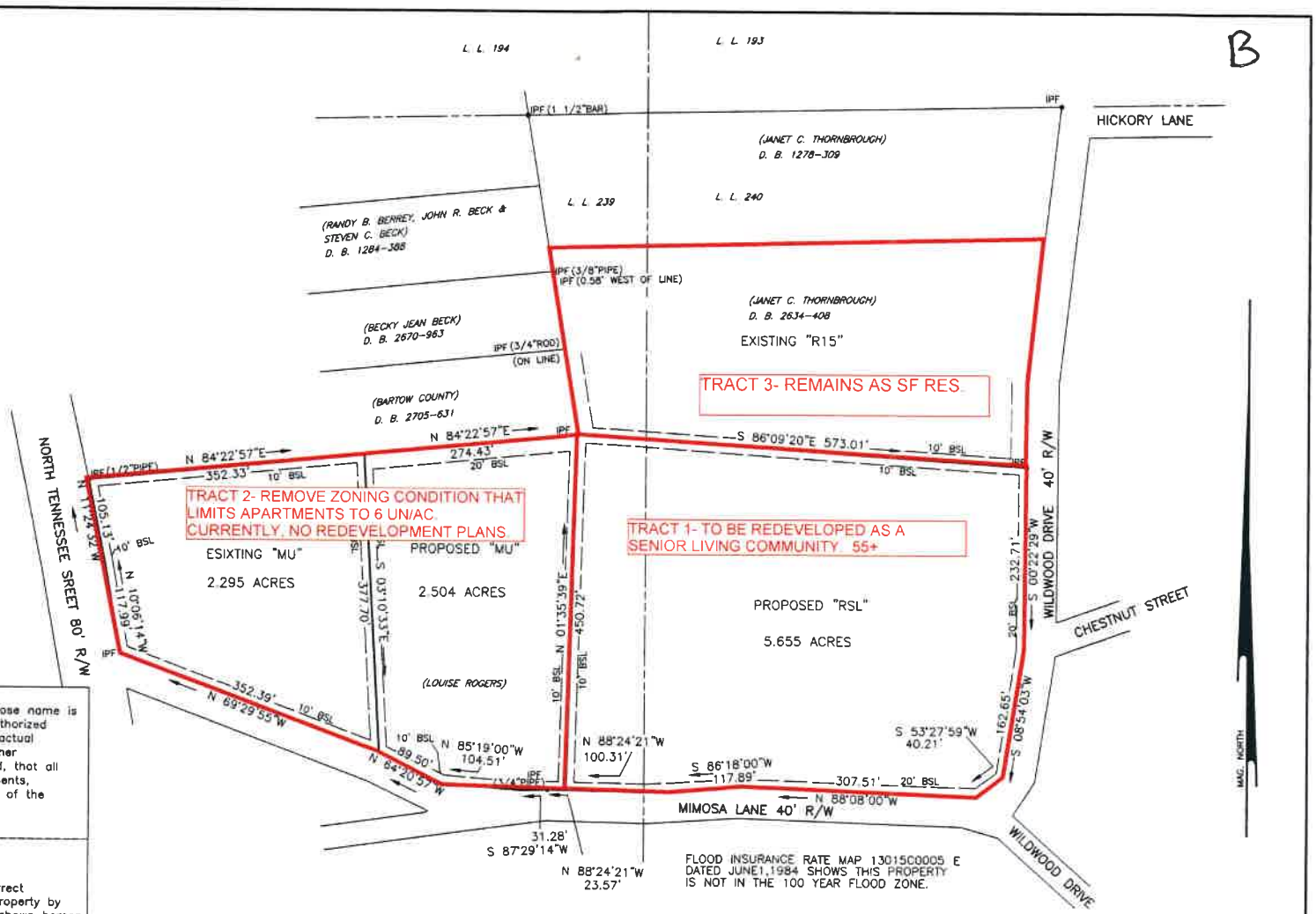
PLAT BOOK 7 PAGE 28



Item # 1

SPACE FOR CLERK OF SUPERIOR COURT

B



FLOOD INSURANCE RATE MAP 13015C0005 E DATED JUNE1,1984 SHOWS THIS PROPERTY IS NOT IN THE 100 YEAR FLOOD ZONE.

DATE OF LAST FIELD SURVEY:
11-8-2018

3423.CRD 3423-4.DWG

NOTE: IRON PINS ARE (1/2"RE-BAR) EXCEPT AS SHOWN.

OWNER'S CERTIFICATE
The owner of the land shown on this plat and whose name is subscribed hereto, in person or through a duly authorized agent, certifies that this plat was made from an actual survey, that all state, city and county taxes or other assessments now due on this land have been paid, that all streets, water systems, drains and drainage easements, and public places shown are dedicated to the use of the public forever.

Owner _____ Date _____

SURVEYOR'S CERTIFICATE
It is hereby certified that this plat is true and correct and was prepared from an actual survey of the property by me or under my supervision, that all monuments shown hereon actually exist and their location, size, type and material are correctly shown, and that all requirements of the development and zoning regulations have been fully complied with.

Will C. Smith 11-08-2018
Surveyor Date

CITY OF CARTERSVILLE CERTIFICATE:
In accordance to the City of Cartersville Development Regulations and the City's Zoning Ordinance, all requirements of approval having been fulfilled, this plat was given final approval by the following City personnel on behalf of the City of Cartersville:

Zoning Administrator _____ Date _____

Water Superintendent _____ Date _____

City Engineer _____ Date _____

REZONING SURVEY FOR
JANET C. THORNBROUGH & TED W. THORNBROUGH
PROPERTY IN THE CITY OF CARTERSVILLE
PROPERTY IN LAND LOTS 239 & 240
4th DISTRICT, 3rd SECTION
BARTOW COUNTY, GEORGIA
TOTAL AREA = 10.454 ACRES

FIELD TRAVERSE:
CLOSURE; ONE FOOT IN 30,000 FEET USING A LIETZ SET 3.
ANGULAR ERROR; 0°00'06"PER ANGLE POINT USING A LIETZ SET 3.
ADJUSTED; USING THE COMPASS RULE.

SMITH & SMITH LAND SURVEYORS, P.C.
2 SOUTH AVENUE, CARTERSVILLE, GA 30120
PHONE 770-382-0457
REGISTERED LAND SURVEYOR No. 1803

R/W — RIGHT OF WAY	R — RADIUS LP — LIGHT POLE
IPP — IRON PIN PLACED	—X—X— FENCE
IPF — IRON PIN FOUND	LAND LOT LINE
CM — CONCRETE MARKER	℄ CENTER LINE
CH. — CHORD	POWER LINE
L OR A — LENGTH	PP — POWER POLE

GEORGIA REGISTERED No. 1803 LAND SURVEYOR WILLIAM C. SMITH

PLAT CLOSURE;
ONE FOOT IN
245,000 FEET.

APRIL 5, 1989
REVISED 5-25-1999
REVISED 11-8-2018

0 20 100
10 50 150
SCALE 1"=100'

FILE 3423-4

Item #1

City of Cartersville

City Council Meeting
3/7/2019 7:00:00 PM
FY 2018 Audit Presentation

SubCategory:	Presentations
Department Name:	Finance
Department Summary Recomendation:	Adam Fraley and Christopher McKellar from Mauldin and Jenkins will present the FY 2018 audit report.
City Manager's Remarks:	The auditors will be in attendance to present the FY 2018 audit report. No action is needed from Council.
Financial/Budget Certification:	
Legal:	
Associated Information:	

Cover Memo

Item # 2

City of Cartersville, Georgia

Auditor's Discussion & Analysis

Financial & Compliance Audit Summary

June 30, 2018

Cartersville

Be Charmed • Be Prosperous • Belong

Presented by:

MAULDIN & JENKINS

City of Cartersville, Georgia

Auditor's Discussion & Analysis (AD&A)

June 30, 2018

PURPOSE OF ANNUAL AUDIT AGENDA

- Engagement Team and Firm Information.
- Overview of:
  - Independent Auditor's Report;
  - Financial Statements, Footnotes and Supplementary Information; and
  - Compliance Reports.
- Required Communications under Government Auditing Standards.
- Accounting Recommendations and Related Matters.
- Other Items and Closing Thoughts.
- Answer Questions.

100 years
MAULDIN & JENKINS
a century of success

City of Cartersville, Georgia

Auditor's Discussion & Analysis (AD&A)

June 30, 2018

MAULDIN & JENKINS – GOVERNMENTAL PRACTICE

General Information:

- Founded in 1918. Large regional firm serving the Southeastern United States.
- Offices located in Macon, Atlanta, Albany, Savannah, Bradenton, Chattanooga, Columbia and Birmingham.
- Approximately 280 personnel are employed at Mauldin & Jenkins.

Governmental Sector:

- Largest specific industry niche served by Firm representing 25% of Firm practice.
- Serve more governmental entities in the Southeast than any other certified public accounting firm requiring over 85,000 hours of service on an annual basis.
- Approximately 90 professional staff persons with current governmental experience.
- In past three (3) years, have served approx. 400 governments in the Southeast, including:
  - ✓**100 cities;**
  - ✓45 counties;
  - ✓50 school systems and 30 charter schools;
  - ✓40 state entities;
  - ✓40 stand-alone public utility systems (water/sewer, transit, gas, electric, & airports)
  - ✓100 special purpose entities (housing, industrial development, health & welfare, other educational, retirement, libraries, etc.);
  - ✓100 water & sewer systems, 20 airport operations, 10 gas systems, 15 electrical utilities, & 10 transit services;
  - ✓11 communities in the Municipal Electric Authority of Georgia (MEAG); and,
  - ✓Over 100 governments awarded the GFOA's and, or ASBO's Financial Reporting Certificates.
- Experience performing forensic audit services and information technology consultations.
- Experience performing municipal bond debt issuance attestation services serving clients with over $11 billion in aggregate publicly issued debt instruments.
- 10th highest level of Single Audits conducted in U.S.A. approximating $8 billion annually.
- Experience auditing a substantial part of the State of Georgia including approximately 30% of the State's General Fund, and a substantial number of the State's component units.

Engagement Team Leaders for City of Cartersville Include:

- Adam Fraley – Engagement Lead Partner – over 20 years experience, 100% governmental
- Christopher McKellar – Manager – 13 years experience, 100% governmental

City of Cartersville, Georgia

Auditor's Discussion & Analysis (AD&A)

June 30, 2018

MAULDIN & JENKINS – ADDITIONAL INFORMATION

Other Industries & Services by Mauldin & Jenkins:

Each of Mauldin & Jenkins' offices provides a wide variety of services to a broad range of clientele. We have partners and managers who are responsible for specialized practice areas of auditing and accounting, taxes and management advisory services. Their purpose, as leaders in the particular practice area, is to establish policies with respect to technical matters in these specific areas and ensure that the quality of the Firm's practice is maintained.

Industries Served: Over the years our partners have developed expertise in certain industries representative of a cross section of the Georgia economy, including:

- Governmental Entities (state entities, cities, counties, school systems, business type operations, libraries, and other special purpose entities)
- SEC Registrants
- Wholesale Distribution
- Agri-Businesses
- Manufacturing
- Professional Services
- Employee Benefit Plans
- Financial Institutions (community banks, savings & loans, thrifts, credit unions, mortgage companies, and finance companies)
- Non-Profit Organizations
- Retail Businesses
- Long-term Healthcare
- Construction & Development
- Individuals, Estates and Trusts
- Real Estate Management

Services Provided: This diversity of practice enables our personnel to experience a wide variety of business, accounting and tax situations. We provide the traditional and not-so-traditional services such as:

- Financial Audit/Review/Compilation
- Compliance Audits & Single Audits
- Agreed-Upon Procedures
- Forensic Audits
- Bond Issuance Services
- Performance Audits
- State Sales Tax Matters
- International Tax Matters
- Business & Strategic Planning
- Profitability Consulting
- Budgeting
- Buy-Sell Agreements & Business Valuation Issues
- Income Tax Planning & Preparation
- Multi-State Income Tax Issues
- Information Systems Consulting
- Cost Accounting Analysis
- Healthcare Cost Reimbursement
- Outsourced Billing Services
- Fixed Asset Inventories
- Succession & Exit Strategy Consulting
- Estate Planning
- Management Information Systems
- Employee Benefit Plan Administration
- Merger/Acquisition & Expansion Financing

City of Cartersville, Georgia

Auditor's Discussion & Analysis (AD&A)

June 30, 2018

INDEPENDENT AUDITOR'S REPORT

The independent auditor's report has specific significance to readers of the financial report.

Management's Responsibility for the Financial Statements

The financial statements are the responsibility of management.

Auditor's Responsibility

Our responsibility, as external auditors, is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. We planned and performed our audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

Opinion

We have issued an unmodified audit report (i.e., "clean opinion"). The respective financial statements are considered to present fairly the financial position and results of operations as of, and for the year ended June 30, 2018.

Emphasis of Matter

The financial statements reflect the implementation of GASB Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*, and our opinions are not modified with respect to it.

Other Matters

Certain required supplementary information and other information is included in the financial report, and as directed by relevant auditing standards, we have not expressed an opinion or provided any assurance on the respective information.

Other Reporting

Government Auditing Standards require auditors to issue a report on our consideration of internal control over financial reporting and on our tests of compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. We have issued such a report and reference to this report is included in the independent auditor's report.

City of Cartersville, Georgia

Auditor's Discussion & Analysis (AD&A)

June 30, 2018

REVIEW OF COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR)

General Information About the CAFR

A Comprehensive Annual Financial Report (CAFR) goes beyond the normal financial reporting required by accounting principles generally accepted in the United States. A CAFR includes at a minimum the following elements/sections:

- **Introductory Section:** general information on the City's structure and the services it provides.
  - Letter of Transmittal
  - Organizational Chart
  - Directory of Officials
  - Certificate of Achievement for Excellence in Financial Reporting

- **Financial Section:** basic financial statements, footnotes and required supplementary information along with the auditor's report.
  - Independent Auditor's Report
  - Management Discussion & Analysis (MD&A)
  - Financial Statements and Footnotes

- **Statistical Section:** broad range of financial, demographic information useful in assessing the City's economic condition, and this information covers multiple years.
  - Financial Trends Information
  - Revenue Capacity Information
  - Debt Capacity Information
  - Operating Information

A CAFR goes far beyond the basic requirements of annual financial reporting, and the City should be commended for going beyond the minimum and providing such a report.

City of Cartersville, Georgia

Auditor's Discussion & Analysis (AD&A)

June 30, 2018

OVERVIEW OF FINANCIAL STATEMENTS

The City's basic financial statements include three components:

1) Government-wide financial statements;
2) Fund financial statements; and
3) Notes to the financial statements.

The **government-wide financial statements** provide a broad overview of all of the City's funds, as well as its discretely presented component units – the Cartersville Building Authority and the City of Cartersville Board of Education. The *Statement of Net Position* presents information on all assets (and deferred outflows) and liabilities (and deferred inflows) of the City, with the resulting difference reported as net position. The *Statement of Activities* presents information showing how the City's net position changed during the most recent fiscal year. Revenues are categorized as program revenues or general revenues. Expenses are categorized by function.

The **fund financial statements** more closely resemble the financial statements as presented prior to the adoption of GASB Statement No. 34. All of the funds of the City can be divided into three (3) categories: governmental funds (includes the General Fund), business-type funds, and fiduciary funds.

The City also includes, as part of the CAFR, the Single Audit schedules and reports.

Government-Wide (Full-Accrual) Financial Statements

As noted above, the financial report of the Government includes two (2) entity-wide financial statements: a *Statement of Net Position*; and a *Statement of Activities*.

Highlights of the government-wide statements notes total assets (and deferred outflows of resources) of approximately $447,900,000 offset by liabilities (and deferred inflows of resources) of approximately $156,200,000. This results in the Government reported net position (or equity) of approximately $291,700,000. Important to note the pension related deferred outflows and inflows along with the net pension liability (required of GASB No. 68) all of which nets to a net liability effect of $26,600,000. It is also important to note the OPEB related deferred outflows and inflows along with the total OPEB liability (required of GASB No. 75) all of which nets to a net liability effect of $22,200,000. A substantial element of the net position is composed of a net investment in capital assets in the approximate amount of $239,400,000. Restricted net position amounts to approximately $8,300,000 leaving unrestricted net position at approximately $44,000,000.

City of Cartersville, Georgia

Auditor's Discussion & Analysis (AD&A)

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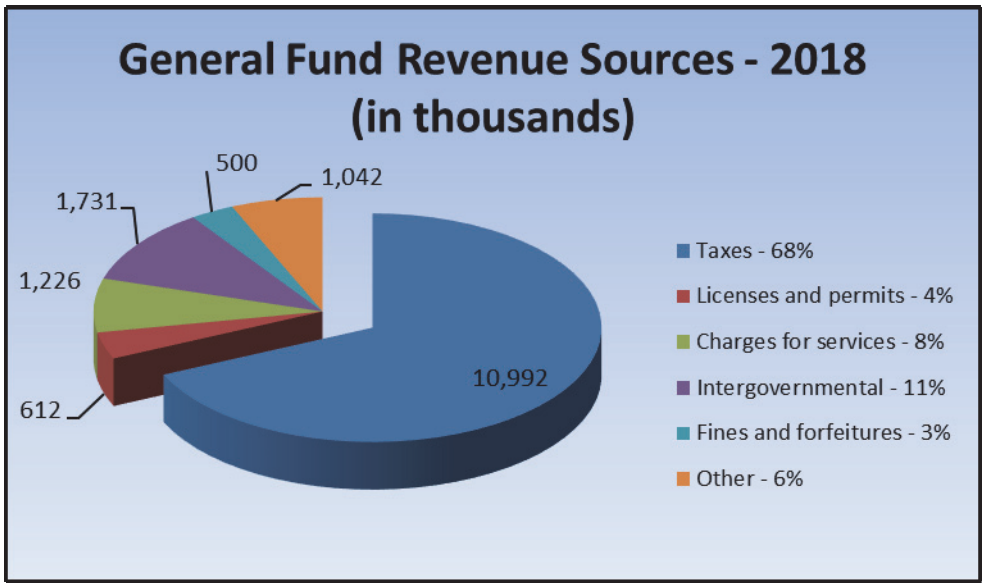
The *Statement of Activities* attempts to report expenses in the first column with direct offsetting program revenues to the adjacent columns to arrive a net cost of the functional areas of operation. General revenues (primarily property taxes and sales taxes) come to the rescue of the net cost functional areas resulting in the Government reporting a change in net position of approximately $13,800,000 for the fiscal year ended June 30, 2018.

General Fund (in thousands)

Of primary interest to the City is the **General Fund**, which accounts for the majority of revenues received and funds expended in the operations of the City, including general government activities, judicial, public safety, public works, culture and recreation, and planning and development. The following charts present the sources of revenues and the expenditures of the General Fund for the fiscal year ended June 30, 2018:

Total General Fund revenues for the fiscal year ended June 30, 2018 were $16,104. Revenues of the prior year were $36,390. The most significant variance was a decrease in taxes of approximately $19,436 due to reporting taxes net of the Cartersville Board of Education's portion and a decrease in charges for services of approximately $1,800 due to reporting utility reimbursements in transfers in the current year. Below is a trending of the City's General Fund revenues over the past five (5) years.

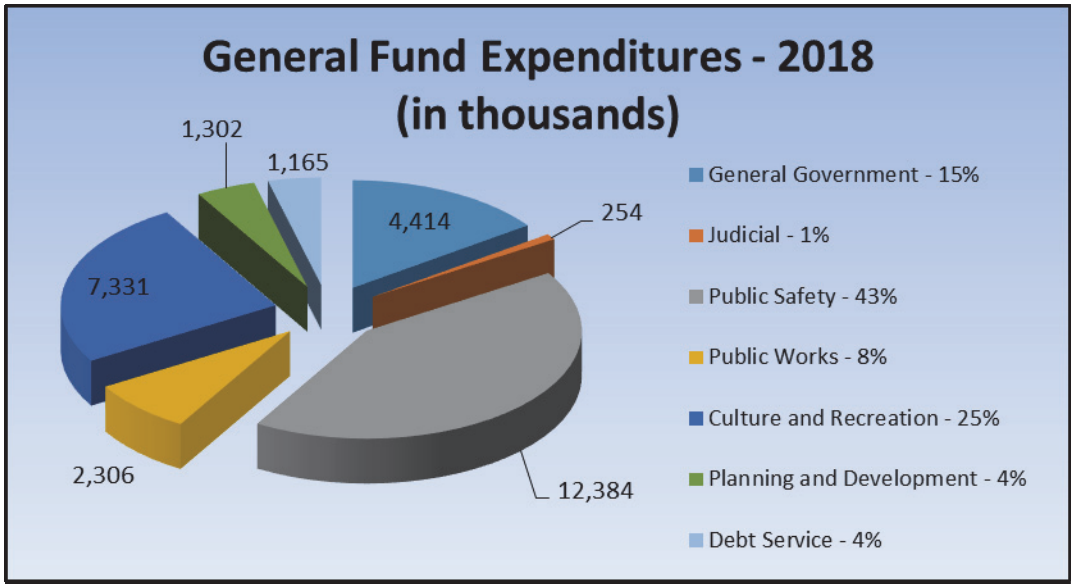


City of Cartersville, Georgia

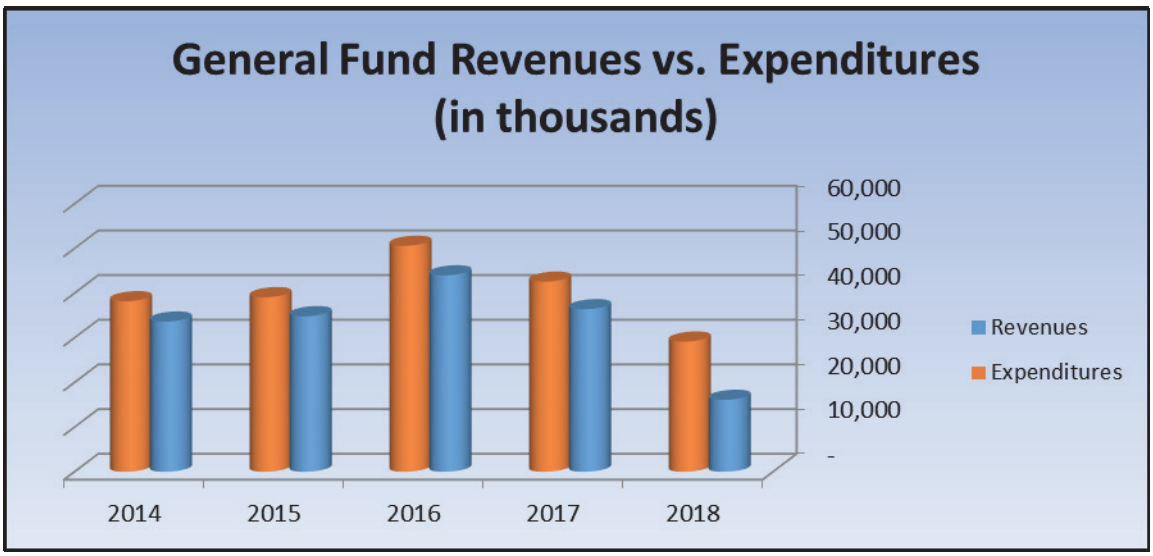
Auditor's Discussion & Analysis (AD&A)

June 30, 2018

Total expenditures during the year ended June 30, 2018 were $29,156. Expenditures of the prior year were $42,560. This was a decrease of $13,404. The most significant decrease was the decrease in General Government expenditures due to the reporting of the property taxes paid to Cartersville Board of Education being reported net in the property taxes revenue line for the current fiscal year.



More detailed explanations of variances can be found in the Management's Discussion and Analysis section of the financial statements. An analysis of General Fund revenues and expenditures for each of the last five fiscal years is as follows.



City of Cartersville, Georgia

Auditor's Discussion & Analysis (AD&A)

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Other Governmental Funds

The City also maintains ten (10) *special revenue funds*. These funds account for revenues derived from specific sources which are legally restricted to finance particular functions or activities. The City also maintains one (1) *Capital projects fund* to be used to account for SPLOST revenues and expenditures related to the renovation and/or construction of major capital assets.

Proprietary Funds

The City maintains six (6) proprietary funds. These funds account for revenues derived from specific charges for services.

Footnotes

Note 1 – Accounting Policies: This footnote discusses the overall organization of the City and the nature of its operations. This note also discloses pertinent information regarding the governing body of the City.

This footnote continues by sharing with a reader of the financial statements the significant accounting polices and principles utilized in the preparation of the financial statements.

Note 2 – Legal Compliance – Budgets: This footnote discloses the City's procedures in establishing its annual budget and discloses the City's excesses of actual expenditures over appropriations for the year.

Note 3 – Deposits and Investments: This disclosure addresses common deposit and investment risks related to credit risk, concentration of credit risk, and interest rate risk.

Note 4 – Receivables: This footnote discloses the City's property tax calendar and detailed information on various receivable (and allowances for doubtful receivables) balances.

Note 5 – Capital Assets: This footnote discloses the City's capital asset activity and its related accumulated depreciation for the year.

Note 6 – Long-Term Debt: This footnote discloses the City's long-term debt activity for the year, and other information and maturities for this long-term debt.

City of Cartersville, Georgia

Auditor's Discussion & Analysis (AD&A)

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Note 7 – Interfund Receivables, Payables, and Transfers: This footnote discloses detailed information on the City's interfund balances and transfers and the purpose of these balances and transactions.

Note 8 – Defined Benefit Pension Plan: This footnote discloses the details of the City's Deferred Benefit Plan.

Notes 9 – Other Postemployment Benefit Plans: This footnote discloses the details of the City's Other Postemployment Benefit Plan.

Notes 10 – Joint Ventures: This footnote discloses the City's relationship with the Northwest Georgia Regional Commission.

Note 11 – Risk Management: This footnote discloses the City's various risks of loss and the measures the City has taken to mitigate those potential losses.

Notes 12 – Commitments and Contingent Liabilities: This footnote discloses the contingencies from potential litigation, claims, and assessments filed against the City and significant contractual commitments of the City at year-end.

Note 13 – Hotel/Motel Lodging Tax: This footnote discloses the City's tax rate for hotel/motel taxes, along with the amounts and nature of these revenues and expenditures.

Note 14 – Motor Vehicle Excise Tax: This footnote discloses the City's tax rate for rental excise taxes, along with the amounts and nature of these revenues and expenditures.

Note 15 – Fund Deficits: This footnote discloses the City's funds that have a deficit fund balance or net position at year end.

Note 16 – Related Organizations: This footnote discloses different related organizations within the City and their relationship with the City.

Note 17 – Restatements: This footnote discloses the various restatements of beginning fund balance and/or net position in the different funds related to errors noted in the City's prior year financial statements and the implementation of new accounting standards.

City of Cartersville, Georgia

Auditor's Discussion & Analysis (AD&A)

June 30, 2018

COMPLIANCE REPORTS

The financial report package contains one (2) compliance report.

Yellow Book Report: This compliance report is a report on our tests of the City's internal controls and compliance with laws, regulations, etc. The tests of internal controls were those we determined to be required as a basis for designing our financial statement auditing procedures. Such tests also considered the City's compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. In accordance with the respective standards, the report is **not** intended to provide an opinion, but to provide a form of negative assurance as to the City's internal controls and compliance with applicable rules and regulations.

Single Audit Report: The second compliance report is a report on our tests of the City's internal controls and compliance with laws, regulations, etc. relative to certain federal grant programs and the respective expenditures. Our tests were performed on the Government's major programs (as defined by the relevant federal guidelines), and were not applied to each and every federal grant expended by the Government. In accordance with the respective standards, we did provide an unmodified (or positive) opinion on the City's compliance based on our audit. However, we were not required to provide an opinion on the relevant internal controls, but to provide a form of negative assurance on such controls.

100 years
MAULDIN & JENKINS
a century of success

City of Cartersville, Georgia

Auditor's Discussion & Analysis (AD&A)

June 30, 2018

REQUIRED COMMUNICATIONS

The Auditor's Responsibility Under *Government Auditing Standards* and Auditing Standards Generally Accepted in the United States of America

Our audit of the financial statements of City of Cartersville, Georgia (the "City") for the year ended June 30, 2018 was conducted in accordance with auditing standards generally accepted in the United States of America and *Government Auditing Standards* issued by the Comptroller General of the United States. Those standards require we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether caused by error, fraudulent financial reporting or misappropriation of assets. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. Accordingly, the audit was designed to obtain reasonable, rather than absolute, assurance about the financial statements. We believe our audit accomplishes that objective.

In accordance with *Government Auditing Standards*, we have also performed tests of controls and compliance with laws and regulations that contribute to the evidence supporting our opinion on the financial statements. However, they do not provide a basis for opining on the City's internal control or compliance with laws and regulations.

Accounting Policies

Management has the ultimate responsibility for the appropriateness of the accounting policies used by the City. There are several new accounting standards which will be required to be implemented in the coming years. These are discussed later in this document.

In considering the qualitative aspects of the City's accounting policies, we did not identify any significant or unusual transactions or significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus. The City's policies relative to the timing of recording of transactions are consistent with GAAP and typical government organizations.

City of Cartersville, Georgia

Auditor's Discussion & Analysis (AD&A)

June 30, 2018

Management Judgments and Accounting Estimates

Accounting estimates are an integral part of the preparation of financial statements and are based upon management's current judgment. The process used by management encompasses their knowledge and experience about past and current events and certain assumptions about future events. Management has informed us they used all the relevant facts available to them at the time to make the best judgments about accounting estimates and we considered this information in the scope of our audit. We considered this information and the qualitative aspects of management's calculations in evaluating the City's significant accounting policies. Estimates significant to the financial statements include such items as: the estimated lives of depreciable assets; actuarial assumptions and concepts relative to the benefit plans; deferred revenues; valuation of financial and non-financial instruments; the estimated incurred-but-not-reported liabilities; conservation commitments; extraordinary items; and the estimated allowance for uncollectible accounts.

Financial Statement Disclosures

The footnote disclosures to the financial statements are also an integral part of the financial statements. The process used by management to accumulate the information included in the disclosures was the same process used in accumulating the financial statements, and the accounting policies described above are included in those disclosures. The overall neutrality, consistency, and clarity of the disclosures was considered as part our audit and in forming our opinion on the financial statements.

Significant Difficulties Encountered in Performing the Audit

We encountered no difficulties in dealing with management relating to the performance of the audit.

Disagreements with Management

We encountered no disagreements with management over the application of significant accounting principles, the basis for management's judgments on significant matters, the scope of the audit or significant disclosures to be included in the financial statements.

Representation from Management

We requested written representations from management relating to the accuracy of information included in the financial statements and the completeness and accuracy of various information requested by us, during the audit. Management provided those written representations without a problem.

City of Cartersville, Georgia

Auditor's Discussion & Analysis (AD&A)

June 30, 2018

Management's Consultations with Other Accountants

We are not aware of any consultations management had with other accountants about accounting or auditing matters.

Significant Issues Discussed with Management

There were no significant issues discussed with management related to business conditions, plans, or strategies that may have affected the risk of material misstatement of the financial statements. We are not aware of any consultations management had with us or other accountants about accounting or auditing matters. No major issues were discussed with management prior to our retention to perform the aforementioned audit.

Audit Adjustments

During our audit of the City's basic financial statements as of and for the year ended June 30, 2018, there were several adjustments proposed to the funds of the City. The detail of all proposed adjustments for each fund are included with our Audit Agenda package of information for your review and discussion. All adjustments have been discussed with management.

Uncorrected Misstatements

We proposed and passed on an audit adjustment. The proposed adjustment was to record and increase in beginning fund balance and a decrease in Hotel Motel Tax revenues in the amount of approximately $87,880. The City has elected to not make this adjustment due to its immateriality.

Independence

We are independent of the City, and all related organizations, in accordance with auditing standards promulgated by the American Institute of Public Accountants and *Government Auditing Standards*, issued by the Comptroller General of the United States.

Other Information in Documents Containing Audited Financial Statements

We are not aware of any other documents that contain the audited basic financial statements. If such documents were to be published, we would have a responsibility to determine that such financial information was not materially inconsistent with the audited statements of the City.

City of Cartersville, Georgia

Auditor's Discussion & Analysis (AD&A)

June 30, 2018

ACCOUNTING RECOMMENDATIONS AND RELATED MATTERS

Recommendations for Improvement and Other Matters

During our audit of the financial statements as of and for the year ended June 30, 2018, we noted some areas within the accounting and internal control systems that we believe can be improved. We have reported a several findings (material weakness and compliance). Additionally, we noted certain items management should consider as part of its decision making process. Further, we noted other matters which we wish to communicate to you in an effort to keep the City abreast of accounting matters that could present challenges in financial reporting in future periods. Our recommendations and proactive thoughts and communications are presented in the following paragraphs.

Items Cited in the City's Financial Statements as Material Weaknesses

2018-001 Year-end Financial Close and Reporting Controls

Internal controls should be in place to ensure that financial statements of the City are properly presented in accordance with accounting principles generally accepted in the United States of America. Additionally, Georgia Code Section 47-20-10 sets forth many of the rules concerning the minimum required contributions for public pension plans within the state. Internal controls were not sufficient to detect material misstatements in the City's financial statements for the year ended June 30, 2018. Additionally, the misstatements identified effected the City's financial statements for the year ended June 30, 2017, which represents the beginning balances for the fiscal year 2018 financial statements. In addition to these material misstatements, we noted the City did not contribute the required minimum amount to the City's pension fund, in accordance with State law. During our audit for the year ended June 30, 2018, the following misstatements were noted to be errors in the prior year Comprehensive Annual Financial Report and caused the need to restate financial statement net position, assets, liabilities and related accounts reported as of and for the year ended June 30, 2018 and June 30, 2017. The nature and magnitude of the corrections for these errors are as follows:

- The City did not properly record MEAG Generation Trust Account investment in its Electric Fund. Adjustments totaling $54,971,000 were required to record investments for the Electric Fund and business-type activities as of June 30, 2018 including a prior period restatement of $50,102,000 and a current year adjustment of $4,869,000 due to investments and net position being understated at June 30, 2018 and June 30, 2017.

- The City did not properly record the Tax Allocation District bonds payable in the governmental activities in the prior period. Tax Allocation District bonds were issued in the prior year for with the City is required to repay the bonds with revenues collected for the Tax Allocation District. Total adjustments of $2,374,000 were required to adjust the beginning balance of bonds payable and net position in the governmental activities in the amount of $2,129,000 and to record the current year debt service payments in the amount of $245,000.

- The City did not properly record notes payable to the Cartersville Building Authority for bonds issued by the Cartersville Building Authority, a discretely presented component unit. The City is required to make payments to the Cartersville Building Authority sufficient to pay the debt service payments as they come due. Total adjustments of $2,510,000 were required to adjust beginning notes payable and net position of the governmental activities in the amount of $2,115,000 and to record current fiscal year debt service payments in the amount of $395,000.

- The City did not properly account for 1998 GMA Leasepool investments and certificates of participation liability. The City should not report the payment agreements related to the 1998 GMA Leasepool for the individual funds, governmental activities and business-type activities, but rather should report the investment account the payments are going to and the Certificates of Participation as City activity. The City should then report advances from other funds in the individual funds that participate in the GMA leasepool and an advance to other funds should be reported in the General Fund. Beginning capital leases payable as of June 30, 2017 for governmental activities was overstated by $1,978,000 while beginning net position was understated by the same amount. Business-type activities was overstated by $908,000 while beginning net position was understated by the same amount. Beginning advances from other funds in the business-type activities was understated by $908,000 while beginning net position was overstated by the same amount. Certificates of participation liability in governmental activities was understated by $4,444,000 while beginning net position were overstated by the same amount and the investments and receivables in the General Fund and governmental activities was understated by $2,400,000 while beginning fund balance and beginning net position was understated by the same amount. An adjustment for fiscal year ended June 30, 2018 was required to correct the balance of the GMA leasepool investment account in the General Fund and governmental activities in the amount of

$314,000 as the investments were understated and the related revenues and expenditures/expenses were understated. Adjustments were required in the Water and Sewer Fund, Stormwater Fund, Gas Fund, and Solid Waste Fund to record the activity for the fiscal year ended June 30, 2018 in the amounts of $20,000; $12,000; $16,000; and $25,000, respectively, due to misstatements in the advances from other funds.

- The City did not properly accrue interest expense for bonds payable and notes as of and of the year ended June 30, 2017 and the change in accrued interest during the fiscal year ended June 30, 2018. Total adjustments of $154,000 were required to beginning accrued interest payable and net position of the governmental activities in the amount of $139,000 and to record the change in accrued interest payable in the amount of $15,000.

- The City did not properly accrue the liability to the Pension Trust Fund for the amounts that the City's contributions were less than the minimum required contributions under the Georgia Code. The City was noncompliant with state law for the prior year and current year. Adjustments to the funds were noted as follows:

  - Total adjustments to the Pension Trust Fund in the amount of $1,487,000 was required to record a receivable which included a prior period restatement to net position of $1,124,000 and a current year adjustment of $363,000 to contributions.
  - Total adjustments to the General Fund in the amount of $892,000 was required to record a payable which included a prior period restatement of $674,000 and a current year adjustment of $218,000.
  - Total adjustments to the Water and Sewer Fund in the amount of $195,000 was required to record a payable which included a prior period restatement of $148,000 and a current year adjustment of $47,000.
  - Total adjustments to the Electric Fund in the amount of $138,000 was required to record a payable which included a prior period restatement of $104,000 and a current year adjustment of $34,000.
  - Total adjustments to the Gas Fund in the amount of $113,000 was required to record a payable which included a prior period restatement of $85,000 and a current year adjustment of $28,000.
  - Total adjustments to the Solid Waste Fund in the amount of $46,000 was required to record a payable which included a prior period restatement of $35,000 and a current year adjustment of $11,000.

- Total adjustments to the Stormwater Fund in the amount of $34,000 was required to record a payable which included a prior period restatement of $26,000 and a current year adjustment of $8,000.
- Total adjustments to the Fiber Optic Fund in the amount of $40,000 was required to record a payable which included a prior period restatement of $30,000 and a current year adjustment of $10,000.
- Total adjustments to the Garage Fund in the amount of $28,000 was required to record a payable which included a prior period restatement of $21,000 and a current year adjustment of $7,000.

- The City did not properly report the deferred outflow of resources for the City's pension plan contributions made subsequent to the measurement date and prior to fiscal year end. Adjustments to the funds, governmental activities and business-type activities were noted as follows:

  - Total adjustments to the governmental activities in the amount of $344,000 was required which included a prior period restatement of $271,000 and a current year adjustment of $73,000.
  - Total adjustments to the Water and Sewer Fund in the amount of $76,000 was required to record a payable which included a prior period restatement of $60,000 and a current year adjustment of $16,000.
  - Total adjustments to the Electric Fund in the amount of $51,000 was required to record a payable which included a prior period restatement of $40,000 and a current year adjustment of $11,000.
  - Total adjustments to the Gas Fund in the amount of $43,000 was required to record a payable which included a prior period restatement of $34,000 and a current year adjustment of $9,000.
  - Total adjustments to the Solid Waste Fund in the amount of $18,000 was required to record a payable which included a prior period restatement of $15,000 and a current year adjustment of $3,000.
  - Total adjustments to the Stormwater Fund in the amount of $16,000 was required to record a payable which included a prior period restatement of $13,000 and a current year adjustment of $3,000.
  - Total adjustments to the Fiber Optic Fund in the amount of $17,000 was required to record a payable which included a prior period restatement of $14,000 and a current year adjustment of $3,000.
  - Total adjustments to the Garage Fund in the amount of $10,000 was required to record a payable which included a prior period restatement of $8,000 and a current year adjustment of $2,000.

The errors discussed above created the need for adjustments of beginning net position, assets, and liabilities for various governmental funds, fiduciary funds, various enterprise funds, governmental activities, and business-type activities. Total adjustments of $72,188,000 were noted including adjustments due to errors in the prior period of $65,794,000 and adjustments to current year of $6,394,000. We recommend the City carefully review all contracts, intergovernmental agreements, and debt agreements to ensure proper accounting and financial reporting thereof in accordance to generally accepted accounting principles. We also recommend the City contribute the minimum required contributions to the Pension plan as required by State law.

2018-003 Revenues and related receivables

Internal controls should be in place to ensure that amounts reported as receivables and revenues are appropriate and properly valued in accordance with generally accepted accounting principles. Misstatements were detected in the reporting of the City's revenues and related receivables. During our testing, audit adjustments were required to properly report the City's revenues and related receivables. The nature of these adjustments is as follows:

- In the General Fund, an adjustment of approximately $100,000 was required to report intergovernmental revenues and related receivables.
- In the Hotel Motel Tax Fund, an adjustment of approximately $201,000 was required to report hotel motel tax revenues, interfund transfers, related receivables and related liabilities.
- In the Gas Fund, an adjustment of approximately $215,000 was required to report gas revenues and cash on hand for a check that was received before year end but was not deposited within a reasonable time period.

Total misstatements related to revenue recognition and reporting of the related receivables were approximately $516,000 for the fiscal year ended June 30, 2018. We recommend the City carefully review all revenues to ensure they are reported in the proper reporting period and in accordance with generally accepted accounting principles. Also, we recommend the City improve its communication between the various departments and the finance department to better strengthen controls surrounding timely and accurate recording of transactions in the City's general ledger and ultimately in the City's financial statements. We recommend the City strengthen its controls surrounding cash handling to ensure that all cash receipts are deposited daily and reported to finance.

City of Cartersville, Georgia

Auditor's Discussion & Analysis (AD&A)

June 30, 2018

2018-004 Interfund Balances

Internal controls should be in place to ensure interfund activity is properly reported in the financial statements in accordance with GAAP. All receivables should be evaluated and reported at their net realizable value, including interfund balances. The interfund activity was not being evaluated to determine the ability of the borrowing fund to repay the amounts owed. During our audit for the year ended June 30, 2018, misstatements were identified for which the City was incorrectly reporting the interfund activity of the City. The nature of the required adjustments are as follows:

- The Garage Fund was reporting a negative ownership of the City's pooled cash account. As of June 30, 2018, this negative balance was approximately $198,000. As the fund does not generate revenues sufficient to cover its normal operating costs and currently relies on transfers in from other funds to supplement charges to the funds, the Garage Fund would not have the ability to settle the interfund liability and as such an entry was made to write-off the interfund liability as an interfund transfer. The effect of this entry increased the net position of the Garage Fund by $198,000, while reducing the fund balance of the General Fund by $76,000, the net position Water and Sewer Fund by $18,000, the net position Electric Fund by $17,000, the net position Gas Fund by $12,000, the net position Solid Waste Fund by $61,000, the net position Stormwater Fund by $13,000 and the net position Fiber Optic Fund by $1,000.

Audit adjustments of approximately $198,000 were needed to correctly report interfund activities for the year ended June 30, 2018. We recommend the City carefully review the financial statements and ensure the interfund activity is properly reported in accordance with governmental accounting standards.

2018-006 Schedule of Expenditures of Federal Awards Reporting

Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards* requires preparation of the schedule of expenditures of federal awards to include all federal grant program expenditures during the covered reporting period. As the schedule is audited in relation to the City's basic financial statements, which are prepared on the accrual and modified accrual basis of accounting, the schedule of expenditures of federal awards is also prepared on this basis of accounting. Internal controls did not detect misstatements in the preparation of the schedule of expenditures of federal awards. During our testing of the schedule of expenditures of federal awards, the following adjustments were noted:

- An audit adjustment of approximately $283,000 was required to add Confiscated funds federal programs to the schedule of expenditures of federal awards that was initially excluded.
- An adjustment of $100,000 was required to report the Outdoor Recreation Acquisition, Development and Planning grant to the schedule of expenditures of federal awards that was initially excluded.

Audit adjustments of approximately $383,000 were needed as described above to properly include all expenditures for the year in the schedule. We recommend the City establish procedures to ensure all federal grant expenditures are included in the schedule of expenditures of federal awards (on an accrual basis). We recommend that the City centralize the grant approval process in order to ensure that the finance department is aware of all grants obtained by the City.

Items Cited in the City's Financial Statements as Significant Deficiencies

2018-002 Expenditure/Expense Recognition

Generally, expenditures/expenses should be recognized as soon as a liability is incurred, regardless of the timing of the related cash flows in accordance with generally accepted accounting principles. Misstatements were detected in the reporting of the City's expenditures/expenses and the related balances. During our testing, audit adjustments were required to correct current year expenditures/expenses. The nature of these adjustments is as follows:

- An adjustment of approximately $59,000 was required in the General Fund to record debt service paid prior to its due date, which occurred after year-end, as prepaid. The adjustment was to increase prepaid items and decrease debt service expenditures in the General Fund.
- An adjustment of approximately $35,000 was required to adjust the claims liability for claims that have been incurred but not reported (IBNRs).

Total misstatements related to expenditures/expenses and related balances were approximately $94,000 for the year ended June 30, 2018. We recommend the City carefully review all expenditures/expenses to ensure they are reported in the proper reporting period and in accordance with generally accepted accounting principles.

City of Cartersville, Georgia

Auditor's Discussion & Analysis (AD&A)

June 30, 2018

2018-005 Capital Asset Subsidiary Ledger

The City's accounting records should be sufficient to provide evidence to support the financial statement assertions related to all capital asset accounts. During our testing of the City's capital assets, we noted the City's capital asset subsidiary ledger did not support the balances reported in certain categories. Additionally, the City's subsidiary ledger, were depreciating certain non-depreciable capital assets. During our testing, an audit adjustment was required in the Water and Sewer Fund for approximately $68,000 to reduce the accumulated depreciation and depreciation expense for certain non-depreciable assets that were being depreciated. An audit adjustment of $68,000 for the fiscal year ending June 30, 2018 was required to correctly adjust the City's capital asset accumulated depreciation and depreciation expense. We recommend the City review the capital asset subsidiary ledgers to determine if any non-depreciable capital assets are being depreciated or if any depreciable capital assets are being over depreciated. We recommend the City also perform an inventory of existing assets periodically.

Recommendations for Improvement (Management Points)

1) Verification of Eligible Retirement Beneficiaries

During our review of the City's pension procedures, we noted the City relies upon relatives of retirees/beneficiaries to inform the City when retirees/beneficiaries have died and thus are no longer eligible to receive retirement benefits. The risk to the pension plan is that deceased retires or beneficiaries could continue to receive pension payments after they have died. We recommend the City develop a system whereby retirees and beneficiaries provide verification that they are eligible for continued payment of retirement benefits. We recommend that this verification process occur at least every two (2) years.

2) Records Retention

During our testing of the census data supplied to the City's actuary as part of the annual valuation and review for its pension and OPEB plans, we noted two (2) separate instances where a personnel file for a retiree could not be located by the City. We recommend the City ensure that the all source documents are maintained at the City.

3) Compensated Absences Accrual

During our testing of accrued compensated absences, we noted that the City did not accrue for the FICA portion of compensated absences which understated their liability. Although immaterial, we

recommend that the City accrue the FICA portion of compensated absence payable at the end of the year.

4) Journal Entry Approval

During our testing of manual journal entries, we noted that the City does not have an approval process in place for approving and subsequently posting manual journal entries. It was noted that whoever created the entry subsequently posted that same entry without a secondary review by another person. This creates a risk due to potential error or misappropriation. We recommend that the City develop and implement an approval process by which a secondary review, preferably by the Finance Director, is conducted and shown through a physical signature of the entry before it is posted.

5) Bank Reconciliation Review and Approval

During our walkthrough procedures, we noted that the City does not have an approval process in place for reviewing and approving bank reconciliations. It was noted that there is no formal notation of a secondary review by a person other than the preparer. This creates a risk due to potential error or misappropriation. We recommend that the City develop and implement an approval process by which a secondary review, preferably by the Finance Director, is conducted and shown through a physical signature on the bank reconciliation.

6) Retirees Insurance Expenditures

During our testing of dental insurance expenditures, we noted the City is accounting for dental insurance expenditures for retirees in an internal service fund. Accounting standards require that this activity is accounted for in the general fund. We recommend that the City account for dental insurance activity of retired employees in the General Fund.

7) Cash Collections Controls

During the year management identified fraud related to a customer service employee that was misappropriating assets by voiding old penalties and interest from prior year to credit against a customer's account while keeping the funds. The reinforced control to mitigate the risk of future occurrences is to print and review a "voiding of transactions report" periodically. We recommend that a customer service manager outside of the cash collections process, print, and review a "voiding of transactions report" at least monthly and investigate any unauthorized voided transactions. We also recommend that the City have a policy in place to ensure all customer complaints are handled by an employee outside the cash collections process.

City of Cartersville, Georgia

Auditor's Discussion & Analysis (AD&A)

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8) Reporting Entities

During testing of the various reporting entities, we noted the City is recording the activity of the Downtown Development Authority ("DDA") in the General Fund. The DDA is a legally separate entity that should be reported as a discretely presented component unit and should not be combined with the General Fund. We noted that for the current fiscal year the DDA was not material to the financial statements and therefore adjustment within the financial statements was not made. However, we recommend the City set up a separate fund within the City's accounting software to separately track the balances and activity throughout the fiscal year. We also recommend that the DDA be evaluated each year to determine whether the Authority should be included in the City's Comprehensive Annual Financial Report as a discretely presented component unit.

9) Property Taxes

During testing of property taxes, we noted the City reported property tax revenues at the gross amount received from Bartow County that included property tax revenues related to the City of Cartersville Board of Education's millage rate. The City should report the net property tax revenues and related receivables. We recommend the City budget for and record the property tax revenues net of Cartersville Board of Education's portion or set up a fiduciary fund to record the activity related to Cartersville Board of Education's property taxes.

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City of Cartersville, Georgia

Auditor's Discussion & Analysis (AD&A)

June 30, 2018

Other Matters for Communication to the Board and Management

During our audit of the financial statements as of and for the year ended June 30, 2018, we noted other matters which we wish to communicate to you in an effort to keep the City abreast of accounting matters that could present challenges in financial reporting in future periods.

1) New Governmental Accounting Standards Board (GASB) Pronouncements

As has been the case for the past 10 years, GASB has issued several other new pronouncements which will be effective in future years. The following is a brief summary of the new standards:

a) Statement No. 76, *The Hierarchy of Generally Accepted Accounting Principles for State and Local Governments* was issued in June of 2015, and is effective for financial statements for periods beginning after June 15, 2015 resulting in the City's fiscal year ending June 30, 2018. This statement supersedes Statement No. 55, *The Hierarchy of Generally Accepted Accounting Principles for State and Local Governments.*

The objective of this statement is to identify (in the context of the current governmental financial reporting environment) the hierarchy of generally accepted accounting principles (GAAP). The "GAAP hierarchy" consists of the sources of accounting principles used to prepare financial statements of state and local governmental entities in conformity with GAAP and the framework for selecting those principles. This statement reduces the GAAP hierarchy to two (2) categories of authoritative GAAP and addresses the use of authoritative and non-authoritative literature in the event that the accounting treatment for a transaction or other event is not specified within a source of authoritative GAAP.

The requirements in this statement improve financial reporting by: (1) raising the category of GASB Implementation Guides in the GAAP hierarchy, thus providing the opportunity for broader public input on implementation guidance; (2) emphasizing the importance of analogies to authoritative literature when the accounting treatment for an event is not specified in authoritative GAAP; and (3) requiring the consideration of consistency with the GASB Concepts Statements when evaluating accounting treatments specified in non-authoritative literature. As a result, governments will apply financial reporting guidance with less variation, which will improve the usefulness of financial statement information for making decisions and assessing accountability and enhance the comparability of financial statement information.

b) **Statement No. 83, Certain Asset Retirement Obligations** was issued in November 2016, and is effective for the first reporting period beginning after June 15, 2018. An asset retirement obligation (ARO) is a legally enforceable liability associated with the retirement of a tangible capital asset. This statement establishes the criteria for determining the timing and pattern of recognition of a liability and a corresponding deferred outflow of resources for ARO's. Timing could be based on the occurrence of external laws, regulations, contracts or court judgments. Examples include the closure of a nuclear reactor or a sewage treatment facility. This statement addresses the financial reporting and accounting as well as the respective disclosures relative to ARO's.

c) **Statement No. 84, Fiduciary Activities** was issued in January 2017 and is effective for the first reporting period beginning after December 15, 2018. This statement establishes criteria for identifying fiduciary activities with a focus on: 1) whether a government is controlling the assets of the fiduciary activity; and, 2) the beneficiaries with whom a fiduciary relationship exists.

Further, this statement describes four (4) fiduciary funds that should be reported, if applicable: 1) pension and other employee benefit trust funds; 2) investment trust funds; 3) private-purpose trust funds; and, 4) custodial funds. Custodial funds generally should report fiduciary activities that are not held in a trust or equivalent arrangement that meets specific criteria.

d) **Statement No. 85, Omnibus 2017** was issued in March 2017 and is effective for the first reporting period beginning after June 15, 2017. This statement addresses a variety of topics including issues related to:

- Component Units - blending a component unit in circumstances in which the primary government is a business-type activity that reports in a single column for financial statement presentation;
- Goodwill - reporting amounts previously reported as goodwill and "negative" goodwill;
- Real Estate - classifying real estate held by insurance entities;
- Fair Value Measurement and Application - measuring certain money market investments and participating interest earning investment contracts at amortized cost;
- Postemployment benefits (pensions and other postemployment benefits [OPEB]):
    - Timing of the measurement of pension or OPEB liabilities and expenditures recognized in financial statements prepared using the current financial resources measurement focus;

- Recognizing on-behalf payments for pensions or OPEB in employer financial statements;
- Presenting payroll-related measures in required supplementary information for purposes of reporting by OPEB plans and employers that provide OPEB;
- Classifying employer-paid member contributions for OPEB;
- Simplifying certain aspects of the alternative measurement method for OPEB; and,
- Accounting and financial reporting for OPEB provided through certain multiple-employer defined benefit OPEB plans.

e) **Statement No. 86, Certain Debt Extinguishment Issues** was issued in May 2017 and is effective for the first reporting period beginning after June 15, 2017. The primary objective of this statement is to improve consistency in accounting and financial reporting for in-substance defeasance of debt by providing guidance for transactions in which cash and other monetary assets acquired with only existing resources (resources other than the proceeds of refunding debt) are placed into an irrevocable trust for the sole purpose of extinguishing debt. This statement also addresses prepaid insurance on debt that is extinguished and the notes to financial statements for debt that is in-substance defeased.

f) **Statement No. 87, Leases** was issued in June 2017 and is effective for the first reporting period beginning after December 15, 2019. This statement increases the usefulness of governments' financial statements by requiring recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contract. It establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use an underlying asset. Under this statement, a lessee is required to recognize a lease liability and an intangible right-to-use lease asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources, thereby enhancing the relevance and consistency of information about governments' leasing activities.

Definition of a Lease: A lease is defined as a contract that conveys control of the right to use another entity's nonfinancial asset (the underlying asset) as specified in the contract for a period of time in an exchange or exchange-like transaction. Examples of nonfinancial assets include buildings, land, vehicles, and equipment. Any contract that meets this definition should be accounted for under the leases guidance, unless specifically excluded in this statement.

Lease Term: The lease term is defined as the period during which a lessee has a non-cancelable right to use an underlying asset, plus the following periods, if applicable:

- Periods covered by a lessee's option to extend the lease if it is reasonably certain, based on all relevant factors, that the lessee will exercise that option;
- Periods covered by a lessee's option to terminate the lease if it is reasonably certain, based on all relevant factors, that the lessee will not exercise that option;
- Periods covered by a lessor's option to extend the lease if it is reasonably certain, based on all relevant factors, that the lessor will exercise that option;
- Periods covered by a lessor's option to terminate the lease if it is reasonably certain, based on all relevant factors, that the lessor will not exercise that option.

A fiscal funding or cancellation clause should affect the lease term only when it is reasonably certain that the clause will be exercised. Lessees and lessors should reassess the lease term only if one or more of the following occur:

- The lessee or lessor elects to exercise an option even though it was previously determined that it was reasonably certain that the lessee or lessor would not exercise that option;
- The lessee or lessor elects not to exercise an option even though it was previously determined that it was reasonably certain that the lessee or lessor would exercise that option;
- An event specified in the lease contract that requires an extension or termination of the lease takes place.

Short-Term Leases: A short-term lease is defined as a lease that, at the commencement of the lease term, has a maximum possible term under the lease contract of 12 months (or less), including any options to extend, regardless of their probability of being exercised. Lessees and lessors should recognize short-term lease payments as outflows of resources or inflows of resources, respectively, based on the payment provisions of the lease contract.

Lessee Accounting: A *lessee* should recognize a lease liability and a lease asset at the commencement of the lease term, unless the lease is a short-term lease or it transfers ownership of the underlying asset. The lease liability should be measured at the present value of payments expected to be made during the lease term (less any lease incentives). The lease asset should be measured at the amount of the initial measurement of the lease liability, plus any payments made to the lessor at or before the commencement of the lease term and certain direct costs.

A *lessee* should reduce the lease liability as payments are made and recognize an outflow of resources (for example, expense) for interest on the liability. The lessee should amortize the lease asset in a systematic and rational manner over the shorter of the lease term or the useful life of the underlying asset. The notes to financial statements should include a description of leasing arrangements, the amount of lease assets recognized, and a schedule of future lease payments to be made.

Lessor Accounting: A *lessor* should recognize a lease receivable and a deferred inflow of resources at the commencement of the lease term, with certain exceptions for leases of assets held as investments, certain regulated leases, short-term leases, and leases that transfer ownership of the underlying asset. A lessor should not derecognize the asset underlying the lease. The lease receivable should be measured at the present value of lease payments expected to be received during the lease term. The deferred inflow of resources should be measured at the value of the lease receivable plus any payments received at or before the commencement of the lease term that relate to future periods.

A lessor should recognize interest revenue on the lease receivable and an inflow of resources (for example, revenue) from the deferred inflows of resources in a systematic and rational manner over the term of the lease. The notes to financial statements should include a description of leasing arrangements and the total amount of inflows of resources recognized from leases.

Contracts with multiple Components and Contract Combinations: Generally, a government should account for the lease and non-lease components of a lease as separate contracts. If a lease involves multiple underlying assets, lessees and lessors in certain cases should account for each underlying asset as a separate lease contract. To allocate the contract price to different components, lessees and lessors should use contract prices for individual components as long as they do not appear to be unreasonable based on professional judgment, or use professional judgment to determine their best estimate if there are no stated prices or if stated prices appear to be unreasonable. If determining a best estimate is not practicable, multiple components in a lease contract should be accounted for as a single lease unit. Contracts that are entered into at or near the same time with the same counterparty and that meet certain criteria should be considered part of the same lease contract and should be evaluated in accordance with the guidance for contracts with multiple components.

Lease Modifications and Terminations: An *amendment* to a lease contract should be considered a lease modification, unless the lessee's right to use the underlying asset decreases, in which case it would be a partial or full lease termination. A lease termination should be accounted for by reducing the carrying values of the lease liability and lease asset by a lessee, or the lease receivable and deferred inflows of resources by the lessor,

with any difference being recognized as a gain or loss. A lease modification that does not qualify as a separate lease should be accounted for by re-measuring the lease liability and adjusting the related lease asset by a lessee and re-measuring the lease receivable and adjusting the related deferred inflows of resources by a lessor.

Subleases and Leaseback Transactions: Subleases should be treated as transactions separate from the original lease. The original lessee that becomes the lessor in a sublease should account for the original lease and the sublease as separate transactions, as a lessee and lessor, respectively.

A transaction qualifies for sale-leaseback accounting only if it includes a sale. Otherwise, it is a borrowing. The sale and lease portions of a transaction should be accounted for as separate sale and lease transactions, except that any difference between the carrying value of the capital asset that was sold and the net proceeds from the sale should be reported as a deferred inflow of resources or a deferred outflow of resources and recognized over the term of the lease.

A lease-leaseback transaction should be accounted for as a net transaction. The gross amounts of each portion of the transaction should be disclosed.

g) **Statement 88,** ***Certain Disclosures Related to Debt, Including Direct Borrowings and Direct Placements*** was issued in March 2018 and is effective for reporting periods beginning after June 15, 2018 (meaning June 30, 2019). This standard defines debt for disclosure purposes and adds disclosures related to debt (it does not reduce any previously required disclosures).

Under Statement 88, debt for disclosure purposes is defined as a liability that arises from a contractual obligation to pay cash (or other assets) in one or more payments to settle an amount that is fixed at the date the contractual obligation is established. This would include, but is not limited to:

- Direct Borrowings: Entering into a loan agreement with a lender.
- Direct Placements: Issuing a debt security directly to an investor.

This excludes leases (except for contracts reported as a financed purchase) and accounts payable.

In addition to other disclosures related to debt, the notes to the financial statements should include:

- The amount of any unused lines of credit.
- Assets pledged as collateral for debt.
- Terms specified in the debt agreement related to significant:
  - Events of default with finance-related consequences
  - Termination events with finance-related consequences
  - Subjective acceleration clauses
- Debt disclosures should separate information regarding direct borrowings and direct placements from other debt.
-

h) **Statement 89, *Accounting for Interest Cost Incurred Before the End of a Construction Period*** was issued in June 2018 and is effective for reporting periods beginning after December 15, 2019 (meaning June 30, 2021). This standard eliminates the requirement/ability to capitalize construction period interest costs as part of the cost of a capital asset in enterprise funds. This standard should be applied prospectively with no restatement. This standard can be early implemented as part of fiscal year 2019.

i) **Statement 90, Majority Equity Interests –** An Amendment of GASB Statements No. 14 and No. 61 was issued in August 2018 and is effective for reporting periods beginning after December 15, 2018 (meaning June 2020). This standard improves the consistency and comparability of reporting a government's majority equity interest in a legally separate organization and to improve the relevance of financial statement information for certain component units. It defines a majority equity interest and specifies that a majority equity interest in a legally separate organization should be reported as an investment if a government's holding of the equity interest meets the definition of an investment.

j) **Other Pending or Current GASB Projects.** As noted by the numerous pronouncements issued by GASB over the past decade, the GASB continues to research various projects of interest to governmental units. Subjects of note include:

- **Re-Examination of the Financial Reporting Model.** GASB has added this project to its technical agenda to make improvements to the existing financial reporting model (established via GASB 34). Improvements are meant to enhance the effectiveness of the model in providing information for decision-making and assessing a government's accountability. GASB anticipates issuing an initial due process document on this project by the end of 2017.
- **Conceptual Framework** is a constant matter being looked at by GASB. Current measurement focus statements (for governmental funds) to change to near-term financial resources measurement. May dictate a period (such as 60 days) for revenue and expenditure recognition. May expense things such as supplies and prepaid assets at acquisition. Will look into which balances (at all statement levels)

are measured at acquisition and which need to be re-measured at year-end. Project placed on hold for now.

- **Economic Condition Reporting** is another long-term matter being looked into by GASB. Includes presentation of information on fiscal sustainability (including projections). Tabled for now pending resolution to issues raised on GASBs scope.

Summations of Thoughts Noted Above

We believe the implementation of these suggestions will enhance both the control environment and the financial reporting process, making both more effective. We also believe these recommendations can be easily implemented, and all problems resolved quite timely should management elect to employ the corrective measures.

City of Cartersville, Georgia

Auditor's Discussion & Analysis (AD&A)

June 30, 2018

FREE QUARTERLY CONTINUING EDUCATION AND NEWSLETTERS FOR GOVERNMENTAL CLIENTS

Free Continuing Education. We provide free continuing education (quarterly is the goal and objective) for all of our governmental clients. Each quarter we pick a couple of significant topics tailored to be of interest to governmental entities. In an effort to accommodate our entire governmental client base, we offer the sessions several times per quarter at a variety of client provided locations resulting in greater networking among our governmental clients. We normally see approximately 100 people per quarter. We obtain the input and services of experienced outside speakers along with providing the instruction utilizing our in-house professionals. We hope City staff and officials have been able to participate in this opportunity, and that it has been beneficial to you. Examples of subjects addressed in the past few quarters include:

- Accounting for Debt Issuances
- American Recovery & Reinvestment Act (ARRA) Updates
- Best Budgeting Practices, Policies and Processes
- CAFR Preparation (several times including a two (2) day hands-on course)
- Capital Asset Accounting Processes and Controls
- Collateralization of Deposits and Investments
- Evaluating Financial and Non-Financial Health of a Local Government
- GASB No. 51, Intangible Assets
- GASB No. 54, Governmental Fund Balance (subject addressed twice)
- GASB No. 60, Service Concession Arrangements (webcast)
- GASB No. 61, the Financial Reporting Entity (webcast)
- GASB No.'s 63 & 65, Deferred Inflows and Outflows (webcast)
- GASB No.'s 67 & 68, New Pension Stds. (presented several occasions)
- GASB Updates (ongoing and several sessions)
- Grant Accounting Processes and Controls
- Internal Controls Over Accounts Payable, Payroll and Cash Disbursements
- Internal Controls Over Receivables & the Revenue Cycle
- Internal Revenue Service (IRS) Issues, Primarily Payroll Matters
- Legal Considerations for Debt Issuances & Disclosure Requirements
- Policies and Procedures Manuals
- Segregation of Duties
- Single Audits for Auditees
- Special Purpose Local Option Sales Tax (SPLOST) Accounting, Reporting & Compliance
- Uniform Grant Reporting Requirements and the New Single Audit

City of Cartersville, Georgia

Auditor's Discussion & Analysis (AD&A)

June 30, 2018

Governmental Newsletters. We periodically produce newsletters tailored to meet the needs of governments. The newsletters have addressed a variety of subjects and are intended to be timely in their subject matter. The newsletters are authored by Mauldin & Jenkins partners and managers, and are not purchased from an outside agency. The newsletters are intended to keep you informed of current developments in the government finance environment.

Communication. In an effort to better communicate our free continuing education plans and newsletters, please email Paige Vercoe at pvercoe@mjcpa.com (send corresponding copy to afraley@mjcpa.com), and provide to her individual names, mailing addresses, email addresses and phone numbers of anyone you wish to participate and be included in our database.

CLOSING

We believe the implementation of these suggestions will enhance both the control environment and the financial reporting process, making both more effective. We also believe these recommendations can be easily implemented, and all problems resolved quite timely should management elect to employ the corrective measures. If you have any questions regarding any comments, suggestions or recommendations set forth in this memorandum, we will be pleased to discuss it with you at your convenience.

This information is intended solely for the use of the City's management, and others within the City's organization and is not intended to be and should not be used by anyone other than these specified parties.

We appreciate the opportunity to serve City of Cartersville, Georgia and look forward to serving the City in the future. Thank you.

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1/23/2019
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Client: ***03013814 - City of Cartersville, Georgia***
Engagement: ***FY 2018 - City of Cartersville, Georgia***
Period Ending: ***6/30/2018***
Trial Balance: ***0200.100 - General Fund Database***
Workpaper: ***0204.100 - General Fund AJE Report***

Account	Description	W/P Ref	Debit	Credit
Adjusting Journal Entries				
Adjusting Journal Entries JE # 1		**1001.000**		
To remove negative cash through transfers as the Garage Fund does not have the ability to repay the interfund balance.				
100-1300-61-1000	Operating Transfers Out		75,576.75	
100-1000-11-1310	Cash in Bank - Purchasing Account			75,576.75
Total			**75,576.75**	**75,576.75**
Adjusting Journal Entries JE # 2		**PBC**		
record ACH, returned checks				
100-1000-11-1310	Cash in Bank - Purchasing Account		13,719.97	
100-1000-11-1431	Accounts Receivable-NSF Checks		315.43	
100-1000-11-1310	Cash in Bank - Purchasing Account			5,479.01
100-1000-11-1310	Cash in Bank - Purchasing Account			315.43
100-1000-11-1430	Accounts Receivable - Miscellaneous			35.00
100-1000-12-2355	Unapplied Cash Receipts			8,205.96
Total			**14,035.40**	**14,035.40**
Adjusting Journal Entries JE # 3		**CAM**		
to record transfer in from Hotel & Excise Tax				
100-1000-11-1310	Cash in Bank - Purchasing Account		31,447.61	
100-1000-11-1438	Due From Other Funds		7,002.84	
100-1000-39-1008	Transfer In from Hotel/Motel Fund			31,447.61
100-1000-39-1012	Transfer from Motor Vehicle Tax			7,002.84
Total			**38,450.45**	**38,450.45**
Adjusting Journal Entries JE # 5		**5001.000**		
to accrue an early interest payment on a bond that was expensed				
310-1518-11-1640	Prepaid Expenses		59,300.00	
310-1518-58-2100	Bond Interest Expense			59,300.00
Total			**59,300.00**	**59,300.00**
Adjusting Journal Entries JE # 6		**6204.000**		
to record Pension Receivables & payable for the current year				
100-1000-13-2155	Prior Period Adjustments		674,496.48	
100-1300-51-2300	Retirement Contributions		14,234.07	
100-1510-51-2300	Retirement Contributions		13,289.97	
100-1520-51-2300	Retirement Contributions		6,172.94	
100-2100-51-2300	Retirement Contributions		59,369.14	
100-2400-51-2300	Retirement Contributions		74,293.12	
100-2650-51-2300	Retirement Contributions		2,106.06	
100-3100-51-2300	Retirement Contributions		13,653.09	
100-5100-51-2300	Retirement Contributions		22,694.63	
100-6100-51-2300	Retirement Contributions		11,074.98	
100-6110-51-2300	Retirement Contributions		1,089.34	
100-1000-12-1609	Due to Pension Fund			674,496.48
100-1000-12-1609	Due to Pension Fund			217,977.34
Total			**892,473.82**	**892,473.82**
Adjusting Journal Entries JE # 7		**1711.000**		
record receivable from LWCF for recreation pavillion grant				
310-1518-11-1430	Grant Fund Receivables		100,000.00	
310-1518-33-4416	Land, Water, & Conservation Grant 13-00959			100,000.00
Total			**100,000.00**	**100,000.00**
Adjusting Journal Entries JE # 8		**GMA Lease**		
to record opening balances, adjustments, and activity of GMA Lease Pool				
100-1000-12-2221	Leases Payable		407,984.46	
100-1000-13-1101	Amount to be Provided for Long-Term Debt		57,110.99	
100-1000-39-3700	Proceeds from Capital Leases		57,110.99	
101-1005-11-1242	Cash-Reserve		414,851.84	
101-1005-11-1242	Cash-Reserve		0.47	
101-1005-11-1243	Cash-Renewal		1,160,720.23	
101-1005-11-1243	Cash-Renewal		314,160.05	
101-1005-11-1244	Cash-Rebate		176.37	
101-1005-11-1431	Advances Due from General		1,978,243.40	
101-1005-11-1431	Advances Due from General		57,110.99	
101-1005-11-1432	Advances Due from Water & Sewer		19,798.60	
101-1005-11-1433	Advances Due from Stormwater		156,945.20	
101-1005-11-1433	Advances Due from Stormwater		31,541.00	
101-1005-11-1435	Advances Due from Gas		127,712.18	
101-1005-11-1435	Advances Due from Gas		57,879.00	
101-1005-11-1436	Advances Due from Solid Waste		603,089.18	
101-1005-11-1436	Advances Due from Solid Waste		242,630.00	
101-1005-12-2320	Payable to GF		17,255.00	

Item # 2

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101-1005-12-2321	Payable to Stormwater		65,550.00	
101-1005-13-1101	Amount to be Provided for Long-Term Debt		2,465,756.60	
101-1005-13-1101	Amount to be Provided for Long-Term Debt		350,873.47	
101-1005-58-2150	Interest Expense		245,179.42	
100-1000-12-2221	Leases Payable			57,110.99
100-2100-58-1150	Lease Pool Payment - Principal			24,333.45
100-2400-58-1150	Lease Pool Payment - Principal			250,989.97
100-2400-58-2150	Lease Pool Payment - Interest			20,405.69
100-3100-58-1150	Lease Pool Payment - Principal			62,349.31
100-5100-58-1150	Lease Pool Principal			49,906.04
101-1005-11-1431	Advances Due from General			407,984.46
101-1005-11-1432	Advances Due from Water & Sewer			19,798.60
101-1005-11-1433	Advances Due from Stormwater			43,647.20
101-1005-11-1435	Advances Due from Gas			73,728.98
101-1005-11-1436	Advances Due from Solid Waste			218,108.36
101-1005-12-2210	GMA Lease Pool Contract COPS			4,444,000.00
101-1005-12-2320	Payable to GF			17,255.00
101-1005-12-2321	Payable to Stormwater			65,550.00
101-1005-13-2160	Fund Balance			2,400,312.23
101-1005-36-1001	Interest Revenue			268,214.70
101-1005-58-1150	Leasepool debt service in GF			407,984.46
100-1000-13-1101	Amount to be Provided for Long-Term Debt			
Total			**8,831,679.44**	**8,831,679.44**

Adjusting Journal Entries JE # 9 **PBC**

To reclass investments to a separate account for reporting purposes.

100-1000-11-1360MJ	Investments in US Bank		58,001.98	
100-1000-11-1360	Temporary Cash Investments			58,001.98
Total			**58,001.98**	**58,001.98**

Adjusting Journal Entries JE # 10 **1503.000**

To record the amount due to Cartersville Board of Education based on amount receivable from Bartow County. Entry made to record agency type activity from School Board property taxes.

100-1000-12-2532	Deferred Revenues		54,334.58	
100-1100-57-1010	School Board Appropriation		79,392.91	
100-1000-12-1610	Due to Component Unit - Board of Education			79,392.91
100-1000-31-1100	Property Taxes - Current Year			54,334.58
Total			**133,727.49**	**133,727.49**
	Total Adjusting Journal Entries		**10,203,245.33**	**10,203,245.33**
	Total All Journal Entries		**10,203,245.33**	**10,203,245.33**

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Client: ***03013814 - City of Cartersville, Georgia***
Engagement: ***FY 2018 - City of Cartersville, Georgia***
Period Ending: ***6/30/2018***
Trial Balance: ***0200.274 - Tax Allocation District Fund Database***
Workpaper: ***0204.274 - Tax Allocation District Fund AJE Report***

Account	Description	W/P Ref	Debit	Credit
Adjusting Journal Entries				
Adjusting Journal Entries JE # 3		**5001.000**		
to show bond principal & interest expense				
274-6150-58-1110	Bond Pricipal Expense		142,922.09	
274-6150-58-2100	Bond Interest Expense		106,434.00	
274-6150-57-1003	TAD Payment to Cherokee Main Street IV-Ledbetter			249,356.09
Total			**249,356.09**	**249,356.09**
	Total Adjusting Journal Entries		**249,356.09**	**249,356.09**
	Total All Journal Entries		**249,356.09**	**249,356.09**

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Client: ***03013814 - City of Cartersville, Georgia***
Engagement: ***FY 2018 - City of Cartersville, Georgia***
Period Ending: ***6/30/2018***
Trial Balance: ***0200.275 - Hotel Motel Tax Fund Database***
Workpaper: ***0204.275 - Hotel Motel Tax Fund AJE Report***

Account	Description	W/P Ref	Debit	Credit
Adjusting Journal Entries				
Adjusting Journal Entries JE # 3		**1701.000**		
To add receivables, due to, and transfer				
275-1140-11-1430	Accts Receivable - Miscellaneous		100,632.39	
275-1140-57-1060	Cartersville-Bartow Tourism Council		69,184.74	
275-1140-61-1100	Transfer Out to General Fund		31,447.61	
275-1140-11-1310	Cash in Bank - Hotel/Motel tax			31,447.61
275-1140-12-2320	Accounts Payable			69,184.74
275-1140-31-4100	Hotel - Motel Tax			100,632.39
Total			**201,264.74**	**201,264.74**
Adjusting Journal Entries JE # 4		**1701.000**		
to reclass CY expenditures & reimbursements				
275-1140-57-1067	Reimb From CVB for 2017 Overpayment		112,999.06	
275-1140-57-1060	Cartersville-Bartow Tourism Council			112,999.06
Total			**112,999.06**	**112,999.06**
	Total Adjusting Journal Entries		**314,263.80**	**314,263.80**
	Total All Journal Entries		**314,263.80**	**314,263.80**

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Client: ***03013814 - City of Cartersville, Georgia***
Engagement: ***FY 2018 - City of Cartersville, Georgia***
Period Ending: ***6/30/2018***
Trial Balance: ***0200.280 - Vehicle Rental Excise Tax Fund Database***
Workpaper: ***0204.280 - VehicleRental Excise Tax Fund AJE Report***

Account	Description	W/P Ref	Debit	Credit
Adjusting Journal Entries				
Adjusting Journal Entries JE # 3		**1701.000**		
to record receivable				
280-1150-11-1430	Accts Receivable - Miscellaneous		7,002.84	
280-1150-61-1100	Transfer to General Fund		7,002.84	
280-1150-12-2338	Due to General Fund			7,002.84
280-1150-31-4400	Motor Veh Rental Tax - Restricted Funds			7,002.84
Total			**14,005.68**	**14,005.68**
	Total Adjusting Journal Entries		**14,005.68**	**14,005.68**
	Total All Journal Entries		**14,005.68**	**14,005.68**

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Client: ***03013814 - City of Cartersville, Georgia***
Engagement: ***FY 2018 - City of Cartersville, Georgia***
Period Ending: ***6/30/2018***
Trial Balance: ***0200.321 - Capital Projects Fund Database***
Workpaper: ***0204.321 - Capital Projects Fund AJE Report***

Account	Description	W/P Ref	Debit	Credit
Adjusting Journal Entries				
Adjusting Journal Entries JE # 1				
To accrue an expenditure and accrue a revenue for a project.				
321-9100-11-1431	Accts Rec - Miscellaneous		6,900.00	
321-9100-54-1601	Douthit Multi-lane		6,900.00	
321-9100-12-2320	Accounts Payable			6,900.00
321-9100-33-7110	GA DOT Reimbursement			6,900.00
Total			**13,800.00**	**13,800.00**
Adjusting Journal Entries JE # 2		**5001.000**		
To reclass the interest portion of debt service to a separate account for reporting purposes.				
323-9400-61-1117MJ	Interest on CBA Debt		41,242.50	
323-9400-61-1117	Transfer Out to CBA Fund			41,242.50
Total			**41,242.50**	**41,242.50**
	Total Adjusting Journal Entries		**55,042.50**	**55,042.50**
	Total All Journal Entries		**55,042.50**	**55,042.50**

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Client: ***03013814 - City of Cartersville, Georgia***
Engagement: ***FY 2018 - City of Cartersville, Georgia***
Period Ending: ***6/30/2018***
Trial Balance: ***0200.505 - Water and Sewer Fund Database***
Workpaper: ***0204.505 - Water and Sewer Fund AJE Report***

Account	Description	W/P Ref	Debit	Credit
Adjusting Journal Entries				
Adjusting Journal Entries JE # 8		**5001.000**		
to reclassify current portion of debt				
505-3300-12-2245	2018 Bonds Payable		475,000.00	
505-3300-12-2331	Notes Payable-CBA		385,000.00	
505-3300-12-2247-MJ	Current Portion of LongTerm Debt			475,000.00
505-3300-12-2332	Notes payable-CBA Current			385,000.00
Total			**860,000.00**	**860,000.00**
Adjusting Journal Entries JE # 9		**PBC**		
to record AC payment & Returned checks				
505-3300-11-1310	Cash In Bank - Purchasing		486.40	
505-3300-11-1426	Accounts Receivable - Sewer			223.20
505-3300-11-1430	Accounts Receivable - Miscellaneous			263.20
Total			**486.40**	**486.40**
Adjusting Journal Entries JE # 10		**5001.000**		
to accrue for FICA portion of comp abs				
505-3310-51-1100	Regular Salaries		10,058.57	
505-3300-12-2327	Compensated Absences Payable			10,058.57
Total			**10,058.57**	**10,058.57**
Adjusting Journal Entries JE # 11		**4002.000**		
to fix accumulated depreciation for incorrectly depreciating land				
505-3300-11-1080	Accumulated Provision for Depreciation		68,171.93	
505-3310-56-1000	Depreciation			61,846.28
505-3330-56-1000	Depreciation			6,325.65
Total			**68,171.93**	**68,171.93**
Adjusting Journal Entries JE # 12		**PBC**		
To record insurance reimbursement suffered ffrom loss of employee				
505-3300-11-1431	Accounts Receivable - Other		11,479.02	
505-3300-71-4563	Insurance Claims Reimbursements---Insuranc			11,479.02
Total			**11,479.02**	**11,479.02**
Adjusting Journal Entries JE # 13		**6204.000**		
to record receivable & payable for CY pension				
505-3300-13-2155	Prior Period Adjustments		147,640.91	
505-3310-51-2300	Retirement Contributions		10,675.55	
505-3320-51-2300	Retirement Contributions		23,420.85	
505-3330-51-2300	Retirement Contributions		13,616.78	
505-3300-12-1609	Due to Pension Fund			47,713.18
505-3300-12-1609	Due to Pension Fund			147,640.91
Total			**195,354.09**	**195,354.09**
Adjusting Journal Entries JE # 14		**GMA Lease**		
Record opening alances, adjustments, and activity for GMA lease pool, including PPA				
505-3300-12-2270	Lease Pool Principal		19,798.60	
505-3320-58-1150	Lease Principal			17,832.92
505-3320-58-2150	Lease Interest Expense			1,965.68
Total			**19,798.60**	**19,798.60**
Adjusting Journal Entries JE # 15		**PBC**		
To reclass investments to a separate account for reporting purposes.				
505-3300-11-1360MJ	Investments in US Bank		4,128,460.15	
505-3300-11-1360	Temporary Cash Investments			4,128,460.15
Total			**4,128,460.15**	**4,128,460.15**
Adjusting Journal Entries JE # 16		**6204.000**		
To adjust NPL and deferred inflows/outflows related to pensions per reports.				
505-3300-11-1850MJ	Net Pension Asset		635.00	
505-3300-12-2577	Deferred Inflows-Pension		150,573.00	
505-3300-11-1850	Deferred Outflows-Pension			133,723.00
505-3300-12-2576	Net Pension Liability			635.00
505-3310-51-2300	Retirement Contributions			16,850.00
Total			**151,208.00**	**151,208.00**
Adjusting Journal Entries JE # 17		**1001.000**		
To remove negative cash through transfers as the Garage Fund does not have the ability to repay the interfund balance.				
505-3330-61-1000	Operating Transfers Out		18,435.49	
505-3300-11-1310	Cash In Bank - Purchasing			18,435.49
Total			**18,435.49**	**18,435.49**

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Adjusting Journal Entries JE # 18 **6204.000**
To record prior period restatement for beginning deferred outflows of contributions subsequent to measurement date.

505-3320-51-2300	Retirement Contributions	59,980.00	
505-3300-13-2155	Prior Period Adjustments		59,980.00
Total		**59,980.00**	**59,980.00**

Adjusting Journal Entries JE # 19 **6210.000**
To record the prior period restatement for the portion of the deferred outflows of resources for contributions made subsequent to measurement date for OPEB and to record the current year deferred outflow of resources for OPEB.

505-3300-11-1851	Deferred Outflows - OPEB	35,751.00	
505-3310-51-2110	Retiree Benefit Expenses	36,154.00	
505-3300-13-2155	Prior Period Adjustments		36,154.00
505-3310-51-2110	Retiree Benefit Expenses		35,751.00
Total		**71,905.00**	**71,905.00**
	Total Adjusting Journal Entries	**5,595,337.25**	**5,595,337.25**
	Total All Journal Entries	**5,595,337.25**	**5,595,337.25**

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Client: ***03013814 - City of Cartersville, Georgia***
Engagement: ***FY 2018 - City of Cartersville, Georgia***
Period Ending: ***6/30/2018***
Trial Balance: ***0200.506 - Stormwater Fund Database***
Workpaper: ***0204.506 - Stormwater Fund AJE Report***

Account	Description	W/P Ref	Debit	Credit
Adjusting Journal Entries				
Adjusting Journal Entries JE # 8		**PBC**		
to record ACH payment & returned checks				
506-4320-11-1310	Cash In Bank - Purchasing		105.00	
506-4320-11-1420	Accounts Receivable - Storm Water			105.00
Total			**105.00**	**105.00**
Adjusting Journal Entries JE # 9		**5001.000**		
to accrue for FICA portion of comp abs				
506-4320-51-1100	Regular Salaries		1,403.05	
506-4320-12-2327	Compensated Absences Payable			1,403.05
Total			**1,403.05**	**1,403.05**
Adjusting Journal Entries JE # 10		**PBC**		
To record insurance reimbursement suffered from loss of employee				
506-4320-11-1431	Accounts Rec - Other		440.61	
506-4320-38-9001	Insurance Claims Reimbursements			440.61
Total			**440.61**	**440.61**
Adjusting Journal Entries JE # 11		**6204.000**		
to record receivable & payable for CY pension				
506-4320-13-2155	Prior Period Adjustments		25,842.78	
506-4320-51-2300	Retirement Contributions		8,351.62	
506-4320-12-1609	Due to Pension Fund			25,842.78
506-4320-12-1609	Due to Pension Fund			8,351.62
Total			**34,194.40**	**34,194.40**
Adjusting Journal Entries JE # 12		**GMA Lease**		
Record opening balances, adjustments, and activity for GMA leasepool, including PPA				
506-4320-12-2270	Lease Pool Principal		43,647.20	
506-4320-39-3700	Proceeds from Capital Leases		31,541.00	
506-4320-12-2270	Lease Pool Principal			31,541.00
506-4320-58-1150	Lease Principal			39,313.75
506-4320-58-2150	Lease Interest Expense			4,333.45
Total			**75,188.20**	**75,188.20**
Adjusting Journal Entries JE # 13		**6204.000**		
To adjust NPL and deferred inflows/outflows related to pensions per reports.				
506-4320-11-1850MJ	Net Pension Asset		365.00	
506-4320-12-2577	Deferred Inflows-Pension		25,983.00	
506-4320-11-1850	Deferred Outflows-Pension			22,834.00
506-4320-12-2576	Net Pension Liability			365.00
506-4320-51-2300	Retirement Contributions			3,149.00
Total			**26,348.00**	**26,348.00**
Adjusting Journal Entries JE # 14		**1001.000**		
To remove negative cash through transfers as the Garage Fund does not have the ability to repay the interfund balance.				
506-4320-61-1000	Operating Transfer Out		12,946.61	
506-4320-11-1310	Cash In Bank - Purchasing			12,946.61
Total			**12,946.61**	**12,946.61**
Adjusting Journal Entries JE # 15		**6204.000**		
To record prior period restatement for beginning deferred outflows of contributions subsequent to measurement date.				
506-4320-51-2300	Retirement Contributions		13,326.00	
506-4320-13-2155	Prior Period Adjustments			13,326.00
Total			**13,326.00**	**13,326.00**
Adjusting Journal Entries JE # 16		**6210.000**		
To record the prior period restatement for the portion of the deferred outflows of resources for contributions made subsequent to measurement date for OPEB and to record the current year deferred outflow of resources for OPEB.				
506-4320-11-1851	Deferred Outlow - OPEB		19,792.00	
506-4320-51-2110	Retiree Benefit Expenses		18,991.00	
506-4320-13-2155	Prior Period Adjustments			18,991.00
506-4320-51-2110	Retiree Benefit Expenses			19,792.00
Total			**38,783.00**	**38,783.00**
	Total Adjusting Journal Entries		**202,734.87**	**202,734.87**
	Total All Journal Entries		**202,734.87**	**202,734.87**

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Client: ***03013814 - City of Cartersville, Georgia***
Engagement: ***FY 2018 - City of Cartersville, Georgia***
Period Ending: ***6/30/2018***
Trial Balance: ***0200.510 - Electric Fund Database***
Workpaper: ***0204.510 - Electric Fund AJE Report***

Account	Description	W/P Ref	Debit	Credit
Adjusting Journal Entries				
Adjusting Journal Entries JE # 8		**PBC**		
to record ACH & returned checks				
510-3500-11-1310	Cash In Bank - Purchasing		4,569.92	
510-3500-11-1420	Accounts Receivable - Electric			4,569.42
510-3500-11-1421	Accounts Receivable - Electric Penalties			0.50
Total			**4,569.92**	**4,569.92**
Adjusting Journal Entries JE # 9		**5001.000**		
to accrue for FICA portion of comp abs				
510-3500-51-1100	Regular Salaries		5,166.33	
510-3500-12-2327	Compensated Absences Payable			5,166.33
Total			**5,166.33**	**5,166.33**
Adjusting Journal Entries JE # 10		**PBC**		
To record insurance reimbursement suffered from loss of employee.				
510-3500-11-1431	Accounts Receivable-Other		24,748.31	
510-3500-71-4563	Insurance Claims Reimbursements---Insuranc			24,748.31
Total			**24,748.31**	**24,748.31**
Adjusting Journal Entries JE # 11		**PBC**		
To record Tree's Unlimited invoices received in October 2018 that were for FY2018.				
510-3500-52-2380	Maintenance - Electric Mains		16,908.01	
510-3500-12-2320	Accounts Payable			16,908.01
Total			**16,908.01**	**16,908.01**
Adjusting Journal Entries JE # 12		**3002.000**		
to reclass MEAG income statement Accounts				
510-3500-71-4193	MEAG - Trust Account Revenue		3,658,293.45	
510-3500-71-4193	MEAG - Trust Account Revenue		61,266.98	
510-3500-71-4198	MEAG Adj for Fair Values		371,962.59	
510-3500-71-4198	MEAG Adj for Fair Values		16,596.96	
510-3500-71-4197	MEAG Interest			995,443.04
510-3500-71-4197	MEAG Interest			77,863.94
510-3500-71-4444	MEAG Contributions to Investments			3,034,813.00
Total			**4,108,119.98**	**4,108,119.98**
Adjusting Journal Entries JE # 13		**6204.000**		
to record receivable & payable for CY pension				
510-3500-13-2155	Prior Period Adjustment		104,157.63	
510-3500-51-2300	Retirement Contributions		33,660.67	
510-3500-12-1609	Due to Pension Fund			33,660.67
510-3500-12-1609	Due to Pension Fund			104,157.63
Total			**137,818.30**	**137,818.30**
Adjusting Journal Entries JE # 14		**PBC**		
To reclass investments to a separate account for reporting purposes.				
510-3500-11-1360MJ	Investments in US Bank		472,867.63	
510-3500-11-1360	Temporary Cash Investments			472,867.63
Total			**472,867.63**	**472,867.63**
Adjusting Journal Entries JE # 15		**6204.000**		
To adjust NPL and deferred inflows/outflows related to pensions per reports.				
510-3500-11-1850MJ	Net Pension Asset		551.00	
510-3500-12-2577	Deferred Inflows-Pension		106,057.00	
510-3500-11-1850	Deferred Outflows-Pension			94,091.00
510-3500-12-2576	Net Pension Liability			551.00
510-3500-51-2300	Retirement Contributions			11,966.00
Total			**106,608.00**	**106,608.00**
Adjusting Journal Entries JE # 16		**1001.000**		
To remove negative cash through transfers as the Garage Fund does not have the ability to repay the interfund balance.				
510-3500-61-1000	Operating Transfer Out		17,264.61	
510-3500-11-1310	Cash In Bank - Purchasing			17,264.61
Total			**17,264.61**	**17,264.61**
Adjusting Journal Entries JE # 17		**6204.000**		
To record prior period restatement for beginning deferred outflows of contributions subsequent to measurement date.				
510-3500-51-2300	Retirement Contributions		40,106.00	
510-3500-13-2155	Prior Period Adjustment			40,106.00
Total			**40,106.00**	**40,106.00**

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Adjusting Journal Entries JE # 18 **6210.000**

To record the prior period restatement for the portion of the deferred outflows of resources for contributions made subsequent to measurement date for OPEB and to record the current year deferred outflow of resources for OPEB.

510-3500-11-1851	Deferred Outflows - OPEB	13,379.00	
510-3500-51-2110	Retiree Benefit Expenses	11,193.00	
510-3500-13-2155	Prior Period Adjustment		11,193.00
510-3500-51-2110	Retiree Benefit Expenses		13,379.00
Total		**24,572.00**	**24,572.00**
	Total Adjusting Journal Entries	**4,958,749.09**	**4,958,749.09**
	Total All Journal Entries	**4,958,749.09**	**4,958,749.09**

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Client: ***03013814 - City of Cartersville, Georgia***
Engagement: ***FY 2018 - City of Cartersville, Georgia***
Period Ending: ***6/30/2018***
Trial Balance: ***0200.515 - Gas Fund Database***
Workpaper: ***0204.515 - Gas Fund AJE Report***

Account	Description	W/P Ref	Debit	Credit
Adjusting Journal Entries				
Adjusting Journal Entries JE # 8		**5001.000**		
to reclassify the other portoin of current note payable				
515-3600-12-2312	Notes Payable-2017 CBA Bond Payment		285,000.00	
515-3600-12-2311	Notes Payable-Current 2017 CBA Bond Paymen			285,000.00
Total			**285,000.00**	**285,000.00**
Adjusting Journal Entries JE # 9		**PBC**		
to record ACH & returned Checks				
515-3600-11-1310	Cash In Bank - Purchasing		130.69	
515-3600-11-1420	Accounts Receivable - Gas			127.47
515-3600-11-1430	Accounts Receivable - Miscellaneous			3.22
Total			**130.69**	**130.69**
Adjusting Journal Entries JE # 10		**5001.000**		
to accrue for FICA portion of comp abs				
515-3600-51-1100	Regular Salaries		5,791.34	
515-3600-12-2327	Compensated Absences Payable			5,791.34
Total			**5,791.34**	**5,791.34**
Adjusting Journal Entries JE # 11		**PBC**		
To record insurance reimbursement suffered from loss of employee				
515-3600-11-1431	Accounts Receivable - Other		2,458.12	
515-3600-71-4563	Insurance Claims Reimbursements---Insuranc			2,458.12
Total			**2,458.12**	**2,458.12**
Adjusting Journal Entries JE # 12		**6204.000**		
to recored receivable & payable for CY pension				
515-3600-13-2155	Prior Period Adjustment		85,393.52	
515-3600-51-2300	Retirement Contributions		27,596.66	
515-3600-12-1609	Due to Pension Fund			85,393.52
515-3600-12-1609	Due to Pension Fund			27,596.66
Total			**112,990.18**	**112,990.18**
Adjusting Journal Entries JE # 13		**GMA Lease**		
Record opening balances, adjustments, and activity for GMA lease pool, including PPA				
515-3600-12-2270	Lease Pool Principal		73,728.98	
515-3600-71-4580	Capital Lease Proceeds		57,879.00	
515-3600-12-2270	Lease Pool Principal			57,879.00
515-3600-58-1150	Lease Principal			71,822.04
515-3600-58-2150	Lease Interest Expense			1,906.94
Total			**131,607.98**	**131,607.98**
Adjusting Journal Entries JE # 14		**5001.000**		
to write off bond cost payable				
515-3600-12-2354	Accounts Payable-Bond Issuance Cost		4,314.00	
515-3600-58-1116	Bond Issuance Cost			4,314.00
Total			**4,314.00**	**4,314.00**
Adjusting Journal Entries JE # 15		**1000.000**		
to record the deposit related to a check received by the gas department that was incorrectly held onto.				
515-3600-11-1310	Cash In Bank - Purchasing		215,386.00	
515-3600-71-4438	Gas Rebate Bonds-TEAC & MGAG			215,386.00
Total			**215,386.00**	**215,386.00**
Adjusting Journal Entries JE # 16		**PBC**		
To reclass investments to a separate account for reporting purposes.				
515-3600-11-1360MJ	Investments in US Bank		64,969.44	
515-3600-11-1360	Temporary Cash Investments			64,969.44
Total			**64,969.44**	**64,969.44**
Adjusting Journal Entries JE # 17		**6204.000**		
To adjust NPL and deferred inflows/outflows related to pensions per reports.				
515-3600-11-1850MJ	Net Pension Asset		1,234.00	
515-3600-12-2577	Deferred Inflows-Pension		85,853.00	
515-3600-11-1850	Deferred Outflows-Pension			75,417.00
515-3600-12-2576	Net Pension Liability			1,234.00
515-3600-51-2300	Retirement Contributions			10,436.00
Total			**87,087.00**	**87,087.00**
Adjusting Journal Entries JE # 18		**1001.000**		
To remove negative cash through transfers as the Garage Fund does not have the ability to repay the interfund balance.				
515-3600-61-1000	Operating Transfer Out		11,982.25	

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515-3600-11-1310	Cash In Bank - Purchasing			11,982.25
Total			**11,982.25**	**11,982.25**

Adjusting Journal Entries JE # 19 **6204.000**

To record prior period restatement for beginning deferred outflows of contributions subsequent to measurement date.

515-3600-51-2300	Retirement Contributions		34,223.00	
515-3600-13-2155	Prior Period Adjustment			34,223.00
Total			**34,223.00**	**34,223.00**

Adjusting Journal Entries JE # 20 **6210.000**

To record the prior period restatement for the portion of the deferred outflows of resources for contributions made subsequent to measurement date for OPEB and to record the current year deferred outflow of resources for OPEB.

515-3600-11-1851	Deferred Outflows - OPEB		25,431.00	
515-3600-51-2110	Retiree Benefit Expenses		23,095.00	
515-3600-13-2155	Prior Period Adjustment			23,095.00
515-3600-51-2110	Retiree Benefit Expenses			25,431.00
Total			**48,526.00**	**48,526.00**
	Total Adjusting Journal Entries		**1,004,466.00**	**1,004,466.00**
	Total All Journal Entries		**1,004,466.00**	**1,004,466.00**

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Client: ***03013814 - City of Cartersville, Georgia***
Engagement: ***FY 2018 - City of Cartersville, Georgia***
Period Ending: ***6/30/2018***
Trial Balance: ***0200.540 - Solid Waste Fund Database***
Workpaper: ***0204.540 - Solid Waste Fund AJE Report***

Account	Description	W/P Ref	Debit	Credit
Adjusting Journal Entries				
Adjusting Journal Entries JE # 8		**PBC**		
to record ACH & returned checks				
540-3200-11-1310	Cash In Bank - Purchasing		187.00	
540-3200-11-1420	Accounts Receivable - Refuse			187.00
Total			**187.00**	**187.00**
Adjusting Journal Entries JE # 9		**5001.000**		
to accrue for FICA portion of comp abs				
540-3200-51-1100	Salaries Expense		1,660.94	
540-3200-12-2327	Compensated Absences Payable			1,660.94
Total			**1,660.94**	**1,660.94**
Adjusting Journal Entries JE # 10		**PBC**		
To record insurance reimbursement suffered from loss of employee				
540-3200-11-1431	Accounts Rec - Other		7,253.82	
540-3200-38-9001	Insurance Claims Reimbursements			7,253.82
Total			**7,253.82**	**7,253.82**
Adjusting Journal Entries JE # 11		**6204.000**		
to record receivable & payable for CY pension				
540-3200-13-2155	Prior Period Adjustments		34,606.85	
540-3200-51-2300	Retirement Contributions		11,183.91	
540-3200-12-1609	Due to Pension Fund			11,183.91
540-3200-12-1609	Due to Pension Fund			34,606.85
Total			**45,790.76**	**45,790.76**
Adjusting Journal Entries JE # 12		**GMA Lease**		
Record opening balances, adjustments, and activity for GMA leasepool, including PPA				
540-3200-12-2270	Lease Pool Principal		218,108.36	
540-3200-58-2150	Lease Interest Expense		7,935.67	
540-3200-71-4580	Proceeds From Capital Leases		242,630.00	
540-3200-12-2270	Lease Pool Principal			242,630.00
540-3200-58-1150	Lease Principal			226,044.03
Total			**468,674.03**	**468,674.03**
Adjusting Journal Entries JE # 13		**6204.000**		
To adjust NPL and deferred inflows/outflows related to pensions per reports.				
540-3200-11-1850MJ	Net Pension Asset		2,340.00	
540-3200-12-2577	Deferred Inflows-Pension		32,240.00	
540-3200-11-1850	Deferred Outflows-Pension			26,541.00
540-3200-12-2576	Net Pension Liability			2,340.00
540-3200-51-2300	Retirement Contributions			5,699.00
Total			**34,580.00**	**34,580.00**
Adjusting Journal Entries JE # 14		**1001.000**		
To remove negative cash through transfers as the Garage Fund does not have the ability to repay the interfund balance.				
540-3200-61-1000	Operating Transfer Out		60,910.81	
540-3200-11-1310	Cash In Bank - Purchasing			60,910.81
Total			**60,910.81**	**60,910.81**
Adjusting Journal Entries JE # 15		**6204.000**		
To record prior period restatement for beginning deferred outflows of contributions subsequent to measurement date.				
540-3200-51-2300	Retirement Contributions		15,343.00	
540-3200-13-2155	Prior Period Adjustments			15,343.00
Total			**15,343.00**	**15,343.00**
Adjusting Journal Entries JE # 16		**6210.000**		
To record the prior period restatement for the portion of the deferred outflows of resources for contributions made subsequent to measurement date for OPEB and to record the current year deferred outflow of resources for OPEB.				
540-3200-11-1851	Deferred Outflows - OPEB		16,917.00	
540-3200-51-2110	Retiree Benefit Expenses		17,163.00	
540-3200-13-2155	Prior Period Adjustments			17,163.00
540-3200-51-2110	Retiree Benefit Expenses			16,917.00
Total			**34,080.00**	**34,080.00**
	Total Adjusting Journal Entries		**668,480.36**	**668,480.36**
	Total All Journal Entries		**668,480.36**	**668,480.36**

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Client: ***03013814 - City of Cartersville, Georgia***
Engagement: ***FY 2018 - City of Cartersville, Georgia***
Period Ending: ***6/30/2018***
Trial Balance: ***0200.570 - Fiber Optic Fund Database***
Workpaper: ***0204.570 - Fiber Optic Fund AJE Report***

Account	Description	W/P Ref	Debit	Credit
Adjusting Journal Entries				
Adjusting Journal Entries JE # 8		**5001.00**		
to accrue for FICA portion of comp abs				
570-3900-51-1100	Regular Salaries		2,730.91	
570-3900-12-2327	Compensated Absences Payable			2,730.91
Total			**2,730.91**	**2,730.91**
Adjusting Journal Entries JE # 9		**6204.000**		
to record receivable & payables for CY pension				
570-3900-13-2155	Prior Period Adjustments		30,561.89	
570-3900-51-2300	Retirement Contributions		9,876.70	
570-3900-12-1609	Due to Pension Fund			30,561.89
570-3900-12-1609	Due to Pension Fund			9,876.70
Total			**40,438.59**	**40,438.59**
Adjusting Journal Entries JE # 10		**6204.000**		
To adjust NPL and deferred inflows/outflows related to pensions per reports.				
570-3900-11-1850MJ	Net Pension Asset		242.00	
570-3900-12-2577	Deferred Inflows-Pension		31,050.00	
570-3900-11-1850	Deferred Outflows-Pension			27,469.00
570-3900-12-2576	Net Pension Liability			242.00
570-3900-51-2300	Retirement Contributions			3,581.00
Total			**31,292.00**	**31,292.00**
Adjusting Journal Entries JE # 11		**1001.000**		
To remove negative cash through transfers as the Garage Fund does not have the ability to repay the interfund balance.				
570-3900-61-1000	Operating Transfer Out		795.91	
570-3900-11-1310	Cash In Bank - Purchasing			795.91
Total			**795.91**	**795.91**
Adjusting Journal Entries JE # 12		**6204.000**		
To record prior period restatement for beginning deferred outflows of contributions subsequent to measurement date.				
570-3900-51-2300	Retirement Contributions		13,784.00	
570-3900-13-2155	Prior Period Adjustments			13,784.00
Total			**13,784.00**	**13,784.00**
	Total Adjusting Journal Entries		**89,041.41**	**89,041.41**
	Total All Journal Entries		**89,041.41**	**89,041.41**

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Client: ***03013814 - City of Cartersville, Georgia***
Engagement: ***FY 2018 - City of Cartersville, Georgia***
Period Ending: ***6/30/2018***
Trial Balance: ***0200.605 - Self-Insurance Fund Database***
Workpaper: ***0204.605 - Self-Insurance Fund AJE Report***

Account	Description	W/P Ref	Debit	Credit
Adjusting Journal Entries				
Adjusting Journal Entries JE # 1		**6003.000**		
To adjust Workers Comp Claims Payable based on testing.				
605-1555-55-2200	Workers Comp Insurance Claims		35,051.03	
605-1555-12-2320	Accounts Payable - Workers Comp SI Fund			35,051.03
Total			**35,051.03**	**35,051.03**
Adjusting Journal Entries JE # 2		**6210.000**		
To remove the retiree's portion of claims and premium from the internal service fund.				
605-1557-34-1801	Charges for Services - Dental Insurance		52,315.21	
605-1557-55-2200	Dental Insurance Claims			52,315.21
Total			**52,315.21**	**52,315.21**
	Total Adjusting Journal Entries		**87,366.24**	**87,366.24**
	Total All Journal Entries		**87,366.24**	**87,366.24**

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Client: ***03013814 - City of Cartersville, Georgia***
Engagement: ***FY 2018 - City of Cartersville, Georgia***
Period Ending: ***6/30/2018***
Trial Balance: ***0200.610 - Garage Fund Database***
Workpaper: ***0204.610 - Garage Fund AJE Report***

Account	Description	W/P Ref	Debit	Credit
Adjusting Journal Entries				
Adjusting Journal Entries JE # 4		**1001.000**		
To remove negative cash through transfers as the Garage Fund does not have the ability to repay the interfund balance.				
610-1591-11-1310	Cash in Bank - Purchasing Account		197,911.86	
610-1591-39-1014	Transfer In From Other Funds			197,911.86
Total			**197,911.86**	**197,911.86**
Adjusting Journal Entries JE # 5		**5001.000**		
to accrue FICA percentage of compensated absences				
610-1591-51-1100	Salaries		1,530.61	
610-1591-12-2327	Compensated Absences Payable			1,530.61
Total			**1,530.61**	**1,530.61**
Adjusting Journal Entries JE # 6		**6204.000**		
to record receivable & payable for CY pension				
610-1591-13-2155	Prior Period Adjustments		20,898.94	
610-1591-51-2300	Retirement Contributions		6,753.92	
610-1591-12-1609	Due to Pension Fund			6,753.92
610-1591-12-1609	Due to Pension Fund			20,898.94
Total			**27,652.86**	**27,652.86**
Adjusting Journal Entries JE # 7		**6204.000**		
To adjust NPL and deferred inflows/outflows related to pensions per reports.				
610-1591-12-2576	Net Pension Liability		1.00	
610-1591-12-2577	Deferred Inflows-Pension		21,411.00	
610-1591-11-1850	Deferred Outflows-Pension			19,100.00
610-1591-51-2300	Retirement Contributions			2,312.00
Total			**21,412.00**	**21,412.00**
Adjusting Journal Entries JE # 8		**6204.000**		
To record prior period restatement for beginning deferred outflows of contributions subsequent to measurement date.				
610-1591-51-2300	Retirement Contributions		7,886.00	
610-1591-13-2155	Prior Period Adjustments			7,886.00
Total			**7,886.00**	**7,886.00**
Adjusting Journal Entries JE # 9		**6210.000**		
To record the prior period restatement for the portion of the deferred outflows of resources for contributions made subsequent to measurement date for OPEB and to record the current year deferred outflow of resources for OPEB.				
610-1591-11-1851	Deferred Outflows - OPEB		13,158.00	
610-1591-51-2110	Retiree Benefit Expenses		13,282.00	
610-1591-13-2155	Prior Period Adjustments			13,282.00
610-1591-51-2110	Retiree Benefit Expenses			13,158.00
Total			**26,440.00**	**26,440.00**
	Total Adjusting Journal Entries		**282,833.33**	**282,833.33**
	Total All Journal Entries		**282,833.33**	**282,833.33**

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Client: ***03013814 - City of Cartersville, Georgia***
Engagement: ***FY 2018 - City of Cartersville, Georgia***
Period Ending: ***6/30/2018***
Trial Balance: ***0200.700 - Pension Trust Fund Database***
Workpaper: ***0204.700 - Pension Trust Fund AJE Report***

Account	Description	W/P Ref	Debit	Credit
Adjusting Journal Entries				
Adjusting Journal Entries JE # 4		**6204.000**		
to record receivable & payable for CY Pension				
700-9000-11-1430	Due from Other Funds		1,123,599.00	
700-9000-11-1430	Due from Other Funds		363,114.00	
700-9000-13-2155	Prior Period Adjustments			1,123,599.00
700-9000-38-4100	Pension Contributions from Employer			363,114.00
Total			**1,486,713.00**	**1,486,713.00**
	Total Adjusting Journal Entries		**1,486,713.00**	**1,486,713.00**
	Total All Journal Entries		**1,486,713.00**	**1,486,713.00**

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Client: ***03013814 - City of Cartersville, Georgia***
Engagement: ***FY 2018 - City of Cartersville, Georgia***
Period Ending: ***6/30/2018***
Trial Balance: ***0200.325 - CBA Fund Database***
Workpaper: ***0204.325 - CBA Fund AJE Report***

Account	Description	W/P Ref	Debit	Credit
Adjusting Journal Entries				
Adjusting Journal Entries JE # 1		**5001.000**		
To remove notes receivable from the fund level as this is a full accrual item.				
325-9500-13-2160	Fund Balance		2,375,000.00	
325-9500-13-2160	Fund Balance		1,345,000.00	
325-9500-61-1200	Intergovernmental Expense - Gas		10,000,000.00	
325-9500-11-2330	Notes Receivable-W/S-2013 Bond Payments			2,365,000.00
325-9500-11-2331	Notes Receivable-SPLOST 2014-2013 Bond Pay			300,000.00
325-9500-11-2332	Notes Receivable-Gas Dept 2017 Bond paymen			9,710,000.00
325-9500-37-1108	Contributed Capital - City of Cartersville			1,345,000.00
Total			**13,720,000.00**	**13,720,000.00**
	Total Adjusting Journal Entries		**13,720,000.00**	**13,720,000.00**
	Total All Journal Entries		**13,720,000.00**	**13,720,000.00**

Item # 2

City of Cartersville

City Council Meeting
3/7/2019 7:00:00 PM
Founder's Oak Parking Lot Events

SubCategory:	Second Reading of Ordinances
Department Name:	Administration
Department Summary Recomendation:	Sec. 22-9 - 22-25 RESERVED - Founder's Oak Parking Lot, is being amended by deleting this section and replacing it with the attached ordinance.
City Manager's Remarks:	This deleted a section and replaced it with the new Sec. 22-9 concerning the Founder's Oak Parking Lot. The purpose of the change was for better understanding of the usage of Founder's Oak Parking Lot. This is the second reading. Your approval of the ordinance is recommended.
Financial/Budget Certification:	
Legal:	
Associated Information:	

Cover Memo

Item # 3

Ordinance no._____

Now be it and it is hereby ordained by the Mayor and City Council of the City of Cartersville, that the CITY OF CARTERSVILLE CODE OF ORDINANCES. CHAPTER 22. – STREETS & SIDEWALKS, ARTICLE I. – IN GENERAL. SEC. 22-9 – 22-25 – RESERVED is hereby amended by deleting said Section in its entirety and replacing it as follows:

1.

Sec. 22-9. – Founder's Oak Parking Lot.

The Founder's Oak parking lot shall be jointly administered by the public works department and the City of Cartersville Downtown Development Authority.

(1) The public works department shall administer the Founder's Oak parking lot in the same manner as all other parking lots in the city, except as stated herein.

(2) The downtown development authority is hereby authorized pursuant to the conditions and requirements as to event, times and dates as determined by the city manager to use the Founder's Oak parking lot for public assemblies and gatherings, festivals and other events as approved by the city.

(3) The downtown development authority must within two (2) weeks prior to allowing any use of the Founder's Oak parking lot, provide to the public works department a synopsis of the planned activity, dates, times, and anticipated crowds.

(4) The city reserves the right at the sole discretion of the city manager to cancel any event planned at the Founder's Oak parking lot if in his/her opinion it is necessary to protect the public health, safety, and welfare of the inhabitants of the city and/or the anticipated or actual users and use of the Founder's Oak parking lot.

2.

Sec. 22-10 through 22-25. Reserved.

3.

It is the intention of the city council and it is hereby ordained that the provisions of this ordinance shall become and be made a part of the Code of Ordinances, City of Cartersville, Georgia, and the sections of this ordinance may be renumbered to accomplish such intention.

BE IT AND IT IS HEREBY ORDAINED

FIRST READING: _____
SECOND READING: _____

_____
MATTHEW J. SANTINI, MAYOR

ATTEST: _____
MEREDITH ULMER, CITY CLERK

City of Cartersville

City Council Meeting
3/7/2019 7:00:00 PM
Special Events to Chapter 11 Misc Provisions

SubCategory:	Second Reading of Ordinances
Department Name:	Administration
Department Summary Recomendation:	Chapter 11 - Miscellaneous Provision and Offenses is being amended by adding a new ordinance regarding a special event policy.
City Manager's Remarks:	This ordinance allows for entities wishing to use City property for a special event a process in which to do so. It establishes clear direction on the proper protocol to secure a City area for a special event. This is a second reading. Your approval of this ordinance is recommended.
Financial/Budget Certification:	
Legal:	
Associated Information:	

Cover Memo

Item # 4

Ordinance no._____

Now be it and it is hereby ordained by the Mayor and City Council of the City of Cartersville, that the CITY OF CARTERSVILLE CODE OF ORDINANCES. CHAPTER 11 – MISCELLANEOUS PROVISIONS AND OFFENSES. is hereby amended by adding a new ARTICLE XII. – SPECIAL EVENTS. as follows:

1.

ARTICLE XII. - SPECIAL EVENTS

Sec. 11-231. - Special event policy.

It shall be unlawful for any special event to occur in the city without a validly issued special event permit and full compliance with the provisions of the city's special event policy, which provisions shall be promulgated by the city manager and be made available to applicants upon request. For the purposes of this chapter, special event means any organized for-profit or nonprofit activity having as its purpose a charitable event, entertainment, recreation and/or education which (i) takes place on public property or (ii) takes place on private property, but requires special public services and which is permitted by the city under this article. Gatherings or activities that take place on private property and that make no use of city streets, other than for lawful parking, are not subject to the provisions of this article, but shall comply with all other requirements specified by ordinance as to the use of residential property.

By way of example, special events include, but are not limited to; fairs, tours, grand opening celebrations, races, religious and charitable events, rallies, assemblies, festivals, holiday celebrations, bicycle runs, and block parties. Private social gatherings which will make no use of city streets other than for lawful parking are not included. Garage sales, lawn sales, rummage sales, flea market sales, or any similar casual sale of tangible personal property are not included.

This ordinance is not applicable to events that are governed by the following provisions of the City of Cartersville Code of Ordinances:

1. Chapter 15. Parks and Recreation. Article III. Festivals;
2. Chapter 22. Street and Sidewalks. Article II. Parades;
3. Chapter 22. Street and Sidewalks. Article V. Solicitation Permits;
4. Chapter 10. Licenses, Taxation, and Miscellaneous Business Regulations. Article XVI. Media Productions and Permits.

For the purposes of this chapter, a producer is any person responsible for planning, producing and conducting a special event.

Sec. 11-232. - Penalties for violation.

Violation of any of the sections of this article or any part thereof shall be punished as provided in section 1-6.

Sec. 11-233. - Liability.

(a) At the discretion of the city, prior to issuance of a permit, the producer shall provide to the city proof of comprehensive liability insurance naming the city as an additional insured. The insurance requirement is a minimum of $300,000.00 personal injury per person, $1,000,000.00 maximum, and $100,000.00 property damage against all claims arising from permits issued pursuant to this article.

(b) The producer of any special event shall provide a written agreement in a form satisfactory to the city providing the producer shall defend, pay, and save harmless the city, its officers, employees, and agents from liability of all personal or property damages arising from any acts or omissions emanating from a special event and from any and all claims, attorney fees or lawsuits for personal injury or property damage arising from or in any way connected to the special event. The agreement shall be filed with, and made a part of, the application form.

(c) The city, its officials, employees, or agents shall not incur any liability or responsibility for any injury or damage to any person in any way connected to the use for which the permit has been issued. The city, its officials, employees, or agents shall not be deemed to have assumed any liability or responsibility by reasons of inspections performed, the issuance of any permit, or the approval of any use of the right-of-way or other public property.

Sec. 11-234. - Vendors of food and merchandise.

(a) The sale or provision of food and/or merchandise by vendors or producer shall be allowed as a component of a special event provided each vendor is authorized to participate in writing by the producer of the event and provided further each vendor shall be subject to all conditions and limitations as shall be imposed in writing by the producer and submitted as part of the application for a permit.

(b) The producer of a special event shall have sole responsibility and control of all food and merchandise vendors as a component of a special event and to designate the location and activities of such vendors.

(c) Authorized vendors of the producer, providing food and/or merchandise, shall not be required to obtain a separate vendor permit to operate during the special event.

(d) Notwithstanding the provisions of subsection (c) of this section, food vendors authorized by the producer shall be required to comply with rules and regulations of the county health department as to the preparation and service of food.

Sec. 11-235. - Miscellaneous provisions regarding vendors.

(a) Each vendor authorized by the producer of the special event shall prominently display on his or her person a badge provided by the producer and identifying the vendor as an authorized

participant in the special event which shall bear the signature of the producer or his designated agent.

(b) It shall be unlawful for any vendor not authorized by the producer as provided herein to engage in any business within a distance of 100 yards of the special event from one hour before the start of the special event, and until one hour after the special event.

(c) A special event permit granted by the city may provide for the city to close designated streets and intersections to allow use of the public right-of-way for the special event during designated hours and days. The producer shall bear all responsibility for having all vendors remove any structures and all trash and debris from the designated area by not later than the time stated under the permit for re-opening of all streets.

Sec. 11-236. - Other permits.

(a) The purpose of this article is to allow the city's departments and staffs to review an application for a special event permit outside the regular ordinance standards in order to determine how disruptive a special event may be to the ordinary use of parks, public streets, rights-of-way, or sidewalks and to make recommendations and allowances.

(b) Notwithstanding subsection (a) of this section:

(1) Alcohol is not allowed as part of the event; and

(2) Fireworks are not allowed as part of the event.

Sec. 11-237. – Application.

(a) An application shall be submitted to the city manager or their designee on forms to be provided by the city. The applicant at a minimum shall include the following information:

(1) Event title;
(2) Event description and purpose;
(3) Event location;
(4) Event Type;
(5) Are roads or driveways being requested to be closed;
(6) Facilities provided;
(7) Security and security plan;
(8) Time and date;
(9) Restroom facilities;
(10) History of event;
(11) Estimated attendees;
(12) Applicant/contact information;
(13) Insurance
(14) Type of entity;
(15) Signage;
(16) Vendors, food or otherwise;
(17) Medical plan;
(18) Trash, recycling, and clean-up plan; and
(19) Indemnification to the City.

(b) The city manager or his/her designee shall approve or deny applications based on the requirements herein.

Sec. 11-238. - Denial or revocation of a special event permit.

(a) Reasons for denial of a special event permit include, but are not limited to:

(1) The special event will unnecessarily disrupt traffic within the city beyond practical solution;

(2) The special event will interfere with access to fire stations and fire hydrants;

(3) The location of the special event will cause undue hardship to adjacent businesses or residents;

(4) The special event will cause unnecessary disruption of public services which would unreasonably impact the remainder of the city;

(5) The application contains incomplete or false information;

(6) The producer fails to comply with any terms required by this article;

(7) The special event is not compatible with surrounding uses; and

(8) Proposed security, traffic, attendance, medical is not sufficient for said event.

(b) Reasons for revocation of a special events permit include, but are not limited to:

(1) False or incomplete information on the application;

(2) Failure to comply with all terms and conditions of the permit;

(3) Failure to arrange for or adequately remit all fees, deposits, insurance or bonds to the city; and

(4) Existence of disaster, public calamity, riot or other emergency as the city determines, in its sole discretion, to be an impact upon the public health, safety and welfare.

(c) Further, a special event permit may be denied, suspended, or revoked by the city, if the chief of the police department, the chief of the fire department, public works director, or their designees, determines that the health, welfare, or safety of the public may be endangered.

Sec. 11-239. - Appeals.

(a) Any producer whose special event permit application has been denied or revoked may request in writing a review of this decision by the city manager. This request must be in writing and received by the city manager within five days of the permit denial or revocation. In the event said permit was initially denied by the city manager, the producer may skip the appeal process indicated in paragraphs (a) and (b) and directly go to the process outlined in paragraph (c) herein.

(b) The city manager shall review the application and reasons for the denial or revocation of the special event permit and shall issue a decision, within five days, whether to uphold or reverse the previous decision and grant or reinstate the permit with such additional conditions as the city manager may deem justified by the evidence.

(c) Should the producer be dissatisfied with the decision of the city manager, an appeal may be filed with the mayor and city council within five days of the decision of the city manager. The mayor and city council shall set a hearing date within 30 days of receiving an appeal. At the hearing, evidence may be submitted by the producer addressing why the permit should have been granted or not revoked and by the city manager addressing why the permit was denied or revoked. The city council shall determine whether the denial or revocation of the permit is justified, or it may reverse the previous decision and grant or reinstate the permit with such additional conditions as deemed justified by the evidence.

Sec. 11-240 – 11-249. Reserved.

2.

It is the intention of the city council and it is hereby ordained that the provisions of this ordinance shall become and be made a part of the Code of Ordinances, City of Cartersville, Georgia, and the sections of this ordinance may be renumbered to accomplish such intention.

BE IT AND IT IS HEREBY ORDAINED

FIRST READING: _____
SECOND READING: _____

_____
MATTHEW J. SANTINI, MAYOR

ATTEST: _____
MEREDITH ULMER, CITY CLERK

City of Cartersville

City Council Meeting
3/7/2019 7:00:00 PM
Festival Ordinance

SubCategory:	Second Reading of Ordinances
Department Name:	Planning and Development
Department Summary Recomendation:	Keith made adjustments to the existing Festival Ordinance at the request of Council. Some of the changes are meant to reflect the current process for which festivals are approved. Additionally, the Planning & Development Department will be required to review said applications and "controlled festival zone" maps. The Alcohol Control Board did review the changes and does recommend approval of the changes.
City Manager's Remarks:	This cleans up the language in the Festival Zone ordinance as well as changes the process of which festivals are approved. The Alcohol Control Board did recommend approval of the ordinance changes. Your approval is recommended.
Financial/Budget Certification:	
Legal:	
Associated Information:	

Cover Memo

Item # 5

Ordinance no._____

Now be it and it is hereby ordained by the Mayor and City Council of the City of Cartersville, that the CITY OF CARTERSVILLE CODE OF ORDINANCES. CHAPTER 15. – PARKS & RECREATION, ARTICLE III. - FESTIVALS is hereby amended by deleting said Article III in its entirety and replacing it as follows:

1.

Sec. 15-50. - Purpose.

The following are general rules for conducting or regulating festivals in the City of Cartersville, Georgia.

Sec. 15-51. - Definitions.

Words and terms used in this article are defined as follows:

Alcoholic beverage. Means and includes, but is not limited to, malt beverages, wine and spirituous liquor as defined in this section.

Controlled zone. A zone within the festival area in which special regulations may apply as recommended in each case by the Festival Manager and authorized by the Planning and Development Director which shall include ~~including~~ wristband or other means of identification of persons authorized to purchase and hold in possession alcoholic beverages in a public park or street.

Festival. A program of cultural, economic development, tourism, and/or entertainment events open to the general public and taking place either fully or in part on public streets, thoroughfares, parks, squares, or other public property in connection with a community festival. To be regulated by this article, each such festival must be designated as a festival by the mayor and city council.

Festival area. The area specifically designated and defined by the mayor and city council as the location of festival events and activities.

Festival Manager. Means the individual designated as provided herein in the application for a Festival as the Festival Manager and shall be the individual responsible for compliance of all requirements of this Ordinance. The Festival Manager shall be responsible for preparing the application, organizing and setting up the Festival, contracting with all vendors, providing insurance as required herein, retaining caterers, receiving all required permits and licenses, providing security, and clean-up after the Festival. The Festival Manager shall be the Cartersville Downtown Development Authority Director or designee of the Downtown Development Authority Director or board, unless otherwise designated by the Mayor and City Council.

Sec. 15-52. - Designation of a community festival.

On the recommendation of the city manager, the mayor and city council may designate and name certain community festival days and locations, and during such festival days, authorize cultural and entertainment events and initiate the regulatory provisions of this article within the festival area. Upon designation of a festival day, an application as provided for herein shall be submitted by the Festival Manager.

Sec. 15-53. - Designation of a festival area, Manager and Alcohol sales.

The mayor and city council shall designate the festival area, festival manager, and whether alcohol sales are to be allowed in the resolution that designates the event as a festival and have the right to add any regulations, or requirements generally for festivals or per any specific festival listed therein.

Sec. 15-54. – Application and Guidelines.

(a) Applications must be submitted on forms approved by the City of Cartersville for use by the Cartersville Downtown Development Authority.

(b) All applications, besides approval by the Cartersville Downtown Development Authority, shall be approved by the following:

(1) Parks & Recreation Director or designee, or Planning & Development Director or designee, as appropriate; and

(2) If Street Closures – the Chief of Police, Fire Chief, and Public Works Director.

(c) All applications must include at a minimum the following, though additional information may be required by the Cartersville Downtown Development Authority and City of Cartersville Planning & Development Director, Chief of Police, Fire Chief and Public Works Director and City of Cartersville Parks & Recreation Director:

(1) Name of entity;

(2) Address and phone number;

(3) Sponsoring organization and contact information;

(4) Event history;

(5) Event hours and anticipated attendance;

(6) Description of event;

(7) If sound – what amplification will be used;

(8) List of vendors;

(9) Plans for clean-up

(10) Plans for restroom facilities;

(11) Insurance Requirements;

(12) If streets and public property is to be closed;

(13) Anticipated security needs, though the City of Cartersville will upon issuing the permit state security requirements; and if the City law enforcement on duty or off duty personnel are needed, off duty personnel are required for all festivals that alcohol is served;

(14) Deposits;

(15) Traffic and parking plans;

(16) An indemnification of the City of Cartersville and Cartersville Downtown Development Authority;

(17) Alcohol sales, the hours, method of checking identification, type,

and caterer.

Sec. 15-55. Rules and Regulations.

The following rules and regulations are to apply to all applications and events

1. All reservations are made on a first come, first served basis. Events renting all of the downtown square will not be scheduled on back to back weekends.
2. Reservations may be made up to 1 year in advance of event, based on availability.
3. Reservations are NOT guaranteed until ALL paperwork is approved by Cartersville Downtown Development Authority staff and security deposit is received.
4. All rental applicants must provide a rider for liability insurance at least 30 days in advance of the event listing City of Cartersville as additional insured with at least $1,000,000 of coverage.
5. Deposit, rental fee, and insurance MUST be paid/provided no later than 30 days before the event.
6. Events that have not produced required payment and/or rental documentation 30 days prior to event will be subject to cancellation.
7. Changes or cancellations must be made at least thirty (30) days in advance of the event in order to receive refund (less a $10.00 processing fee).

8. The Cartersville Downtown Development Authority Director reserves the right to deny approval of any application provided that it is no more than one (1) week after receipt of documentation. Recurring events require approval from the Cartersville Downtown Development Authority Board.
9. The Cartersville Downtown Development Authority Director reserves the right to revoke reservations for issues such as failure to comply with this policy or any determination that use of the facility presents a danger to the public or the City.
10. Any violation of this policy or any City ordinance may result in forfeit of deposit and in sponsoring organization being banned from use of downtown facilities for future events.
11. Businesses within the historic downtown district do not have to pay rental fees unless the business exceeds four (4) events in one calendar year. 501(c)(3) & (c)(6) non-profit organizations are eligible for reduced rates with proof of non-profit status.
12. All events are to end by 11:00 p.m. unless alternate arrangements are made in advance with the Cartersville Downtown Development Authority.
13. No parking fees can be charged to attend event.
14. All trash must be placed in lidded rolling trashcans or dumpster receptacle next to old Fire Station at end of event. The open metal trash cans on site are NOT to be left full of trash.
15. There are NO storage facilities at the Cartersville Welcome Center/Cartersville Downtown Development Authority. ALL decorations, sound equipment, food, et cetera must be brought in the day of the function and removed at the end of the rental period. The Cartersville Downtown Development Authority accepts no responsibility for items left of premises.

Sec. 15-56. Fees

(a) The Mayor and City Council authorizes the Cartersville Downtown Development Authority to assess fees not to exceed One Thousand Five Hundred ($1,500.00) Dollars for the rental of the following areas for festivals:

(1) Friendship/Pedestrian Plaza;
(2) Founders Oak Parking lot;
(3) North Wall Street Parking Lot;
(4) South Wall Street Parking Lot;
(5) Other areas of downtown.

(b) The Parks and Recreation Director is authorized to establish a fee for festivals in the City Parks, and shall keep said schedule in his/her office.

Sec. 15-57. - Designation and management of controlled zone.

(a) approval of a Festival by the Mayor and City Council, and receipt of an approved application the Planning Director may designate one (1) or more controlled zones within the festival area, and shall determine regulations and controls which will be specific for

each designated controlled zone. Such regulations and controls may include, but are not limited to the following:

(1) *Designation of controlled festival zone.* Identifying designated controlled zone(s) by means of prominent signage or fencing placed around the perimeter of the event area at entrance and exit points indicating that alcohol cannot be taken beyond the boundaries of festival zone with violators being subject to ticketing or other enforcement actions.

(2) *Identification, entrance criteria.* Entrance criteria may include, but are not limited to, prohibiting persons from entering with weapons (if allowed under Georgia law), alcoholic beverages, pets, skates, bicycles, and other items which may be dangerous, disruptive, or inconvenient in crowded conditions, and prohibiting entry by persons appearing to be intoxicated. The designated event manager also reserves the right to remove persons from the festival zone who are deemed to be in violation of posted entrance criteria or festival zone rules.

(3) *Identification, consumption of alcoholic beverages.* Requiring wristbands or other means of identifying persons who have displayed proof of attaining the age of twenty- one (21) years, and who are authorized to purchase or hold in possession alcoholic beverages within the controlled zone, both within and outside of licensed alcoholic beverage establishments. A fee may be charged for such wristband if included in the application and approved by the Planning and Development Director. The transfer of wristband from one person to another person is prohibited and if a violation occurs, the wristband will be forfeited. Displaying such a wristband does not relieve alcoholic beverage licensee or servers of responsibility for determining if a person has attained the age of twenty-one (21) years before dispensing alcohol to that person. The Festival Manager shall be responsible for compliance of this requirement.

(4) *Containers, cups.* Any establishment serving alcoholic beverages where the individuals purchasing said beverages will be walking around in the containment area shall only serve the alcoholic beverage in a disposable cup. Disposable cups must be composed of a material that is not glass, ceramic, aluminum, or other hard substance. Plastic or Styrofoam cups are allowed. The city also reserves the right to determine additional regulations in regards to the containers/cups when approving the festival. The City of Cartersville and/or the Cartersville Downtown Development Authority may require all vendors and festival participants to use disposable cups furnished by them, and may assess a fee therefore.

(5) *Transport of alcoholic beverages into or out of a designated controlled zone.* The transport of alcoholic beverages for personal consumption either into or out of any designated controlled zone is prohibited.

(6) *Vendors.* The designated festival manager and/or the downtown development authority will be responsible for approving or not approving the vendors/establishments that seek participation in the festival.

(b) *Insurance.* Any organization authorized to organize and manage festival activities within a controlled zone shall take out and keep in force for all activities associated with such event a special events liability policy. Such policy shall provide the following:

(1) *Minimum coverage limits:* The city manager will establish adequate minimum coverage limit depending on the scope of festival.

(2) *Named as additional insured:* The City of Cartersville, and its officers, employees and agents shall be named as additional insureds. In some cases other local, state, and federal governments or private individuals or corporations may be required to be named as an additional insured if the property is leased, is under lease, or private property is being used to conduct the festival.

(3) *Certificate of insurance:* A certificate of insurance shall be issued to the additional insured at least five (5) days prior to the beginning of the event. Such certificate shall be on a standard form and will provide for notification of the additional insured within ten (10) days of termination of coverage.

(4) Coverage shall include claims for damages because of bodily injury and for DRAMSHOP liability.

Sec. 15-58. - Restricting hours of alcohol sales.

Hours of alcohol sales will be set forth in the application establishing the festival, but in no event shall they begin before 8:00 a.m. and must end by 11:00 p.m. and are subject to the approval of the Planning and Development Director.

Sec. 15-59. - Qualified vendors.

All qualified vendors must have a City of Cartersville pouring license or have completed the application process for a temporary City of Cartersville pouring license and a State of Georgia alcohol license prior to the event date. Temporary permits are issued to qualified vendors in accordance with regulations as set forth in section 4-130 of the Cartersville Code of Ordinances.

Sec. 15-60. - Permit.

Permit applications may be obtained from the Parks and Recreation Department or the Cartersville Downtown Development Authority, as appropriate before requesting approval to organize and/or conduct a festival. Additional approval of the Parks and Recreation Director shall be required for any festivals at City Parks and Recreation facilities.

Sec. 15-61. - No waiver.

Nothing contained herein shall waive the sovereign immunity of the City of Cartersville as currently existing or as may be hereafter amended. Further, this article shall not constitute a waiver or modification of state law, city ordinances or federal law.

Sec. 15-62. – Event Manager.

The Festival Manager for events may designate an Event Manager whom shall be responsible for all requirements contained in the application, the City of Cartersville Code of Ordinances, and the permit(s) issued. The Events Manager must either be covered by the insurance provided for with the approval of the Festival or provide its own insurance which meets the requirements herein and/or the Cartersville Downtown Development Authority, whichever is greater. The appointment of an Events Manager does not release the Festival Manager of any of its obligations.

Secs. 15-63—15-80. - Reserved.

2.

It is the intention of the city council and it is hereby ordained that the provisions of this ordinance shall become and be made a part of the Code of Ordinances, City of Cartersville, Georgia, and the sections of this ordinance may be renumbered to accomplish such intention.

BE IT AND IT IS HEREBY ORDAINED

FIRST READING: _____

SECOND READING: _____

_____
Matthew J. Santini, Mayor

Attest:

_____
Meredith Ulmer, City Clerk

City of Cartersville

City Council Meeting
3/7/2019 7:00:00 PM
Compliance with Georgia DCA/CDBG Initiatives

SubCategory:	Resolutions
Department Name:	Administration
Department Summary Recomendation:	This is to acknowledge the City's compliance efforts with the Georgia Department of Community Affairs (DCA) and the Community Development Block Grant Program (CDBG) initiatives. The City is committed to affirmatively furthering fair housing; promoting nondiscrimination and accessibility and providing meaningful language access to its grant programs, activities and/or services provided by these organizations.
City Manager's Remarks:	Your approval of the resolution is recommended.
Financial/Budget Certification:	
Legal:	
Associated Information:	

Cover Memo

Item # 6

ARCHER & LOVELL, P.C.

ATTORNEYS AT LAW
336 S. TENNESSEE STREET
P. O. BOX 1024
CARTERSVILLE, GEORGIA 30120

David G. Archer
E. Keith Lovell

(770) 386-1116
Fax (770) 382-7484

MEMORANDUM

TO: Mayor & City Council
CC: Mrs. Tamara Brock, City Manager
FROM: E. Keith Lovell, Assistant City Attorney
DATE: February 22, 2019
RE: Agenda - Resolution

The attached Resolution is needed according to the Grant Writers, because the City of Cartersville will be submitting an application for funding to DCA/CDBG in April. The purpose of this resolution is to demonstrate compliance with state laws so we can (hopefully) receive state money. The State will be monitoring local actions undertaken by grant fund recipients to comply with local/state/federal laws... one specific local action they are looking for is that the local government has passed a resolution supporting State/Federal Fair Housing Laws. This resolution accomplishes that and will gives us something to show the state when they come to monitor our grant files.

If you have any questions, please let me know, or you may contact Valerie Gilreath or Brielle Shinall directly.

Resolution No. ??-???

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARTERSVILLE SITTING FOR CITY PURPOSES INCLUDING **ACKNOWLEDGING THE CITY OF CARTERSVILLE'S ONGOING COMPLIANCE EFFORTS WITH GEORGIA DEPARTMENT OF COMMUNITY AFFAIRS/COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (DCA/CDBG) INITIATIVES**; AND FOR OTHER PURPOSES AT A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF HELD ON MARCH 7, 2019.

WHEREAS; The City of Cartersville is committed to Affirmatively Furthering Fair Housing; Complying with Section 3, Promoting Nondiscrimination and Accessibility; and Providing meaningful Language Access to its grant programs, activities, and/or services provided by DCA/CDBG programs; and the City of Cartersville is committed to complying with state, local and federal laws, statutes, regulations, executive orders and administrative requirements as required by said agencies;

NOW THEREFORE BE IT RESOLVED AND IT IS HEREBY RESOLVED by the Mayor of the City of Cartersville that the City of Cartersville will continue to support and comply with DCA/CDBG initiatives through the City's grant programs, activities, or services provided by those program;

BE IT FURTHER RESOLVED that the Mayor is hereby authorized to sign all documents necessary for compliance efforts associated with said initiatives, such as documents to identify impediments, documents to give understandings or assurances, or documents to provide additional information, as may be required.

SO ADOPTED this 7th day of March 2019.

CITY OF CARTERSVILLE

/s/ _____
Matthew J. Santini
Mayor

ATTEST:

/s/ _____

City Clerk

City of Cartersville

City Council Meeting
3/7/2019 7:00:00 PM
Quit Claim Deed - Center Rd

SubCategory:	Deed of Gift
Department Name:	Administration
Department Summary Recomendation:	This is a Quit Claim Deed for property located on Center Road which was given to the City from Providence Bank and will correct an old deed.
City Manager's Remarks:	Your approval of the quit claim deed is recommended.
Financial/Budget Certification:	
Legal:	
Associated Information:	

Cover Memo

Item # 7

CLERK: Please return this document to:
Greg Kala, Esq.
Republic Commercial Title Company, LLC
6111 Peachtree Dunwoody Road
Building D
Atlanta, Georgia 30328

QUIT-CLAIM DEED

THIS INDENTURE, made this _____ day of _____, in the Year of our Lord Two Thousand and Nineteen, between

PROVIDENCE BANK,

of the first part, and

THE CITY OF CARTERSVILLE, A MUNICIPAL CORPORATION OF THE STATE OF GEORGIA,

of the second part,

WITNESSETH: That the said party or parties of the first part (hereafter called Grantor), for and in consideration of the sum of TEN ($10.00) DOLLARS and other good and valuable

considerations, in hand paid, the receipt whereof is acknowledged, has bargained, sold, and by these presents does remise, convey and forever QUIT-CLAIM to the said party or parties of the second part (hereafter called Grantee), their/its heirs and assigns,

> ALL that tract or parcel of land lying and being in Land Lots 188 and 245 of the 4th District, 3rd Second, in the City of Cartersville, Bartow County, Georgia, and being more particularly described in Exhibit "A" attached hereto and made a part hereof.

TO HAVE AND TO HOLD the said described premises to the said Grantee, so that neither the said Grantor nor their/its heirs, nor any other person or persons claiming under Grantor shall at any time, by any means or ways, have, claim or demand any right or title to the aforesaid described premises or appurtenances, or any rights thereof.

Grantee has agreed to accept the land conveyed by this Quit-Claim Deed for right of way purposes pursuant to a resolution adopted by its City Council on March 7, 2019.

IN WITNESS WHEREOF, The said Grantor has hereunto set their/its hand(s) and seal(s), the day and year above written.

PROVIDENCE BANK

By:_____

Its:_____

(BANK SEAL)

Signed, sealed and delivered
in the presence of:

_____
Witness

_____
Notary Public

EXHIBIT "A"

Commencing at the southwestern corner of land lot 188 thence south 00 degrees 45 minutes 56 seconds East for a distance of 85.87 feet to a point, said point being the true Point of Beginning; thence along an arc having a radius of 2060.00 feet, curving to the right for a distance of 1099.79 feet to a point, said arc being subtended by a chord bearing of North 74 degrees 28 minutes 27 seconds East and a chord distance of 1086.77 feet; thence North 89 degrees 46 minutes 07 seconds East for a distance of 227.06 feet to a point on the western right-of-way of Interstate 75; thence following said right-of-way South 08 degrees 42 minutes 52 seconds West for a distance of 28.77 feet to a point; thence South 89 degrees 36 minutes 25 seconds West for a distance of 159.15 feet to an iron pin found (1/2" rebar); thence along an arc having a radius of 483.06 feet, curving to the left for a distance of 254.77 feet to a point, said arc being subtended by a chord bearing South 74 degrees 29 minutes 52 seconds West and a chord distance of 251.83 feet; thence South 59 degrees 23 minutes 20 seconds West a distance of 139.08 feet to a point; thence along an arc having a radius of 959.88 feet, curving to the right for a distance of 178.39 feet to a point, said arc being subtended by a chord bearing of South 64 degrees 42 minutes 47 seconds and a chord distance of 178.13 feet; thence along an arc having a radius of 519.64 feet, curving to the right for a distance of 236.71 feet to a point, said arc being subtended by a chord bearing of South 83 degrees 05 minutes 12 seconds West and a chord distance of 234.67 feet; thence North 83 degrees 51 minutes 48 seconds West for a distance of 126.13 feet to a point; thence along an arc having a radius of 270.45 feet, curving to the left for a distance of 210.09 feet to a point, said arc being subtended by a chord bearing of South 73 degrees 52 minutes 58 seconds West and a chord distance of 204.84 feet; thence along an arc having a radius of 2065.84 feet, curving to the left for a distance of 39.91 feet to an iron pin found (1/2" rebar), South 51 degrees 57 minutes 35 seconds West and a chord distance of 39.91 feet; thence North 00 degrees 45 minutes 56 seconds West for a distance of 48.16 feet to the point of beginning.

Said tract contains and area of 2.89 acres (125,973 square feet).

City of Cartersville

City Council Meeting
3/7/2019 7:00:00 PM
SU19-01: 4 S. Tennessee St. Applicant: Patricia Holt. Special Use Permit Application for a Microbrewery in the M-U District. Property Contains Approx. 0.38 Acres.

SubCategory:	Public Hearing - 2nd Reading of Zoning/Annexation Requests
Department Name:	Planning and Development
Department Summary Recomendation:	The applicant wishes to open and operate a microbrewery in a portion of the building located at 4 S. Tennessee St. In 2018 per text amendment T18-06, the City updated the zoning ordinances to allow microbreweries in certain zoning districts with a Special Use Permit. This includes the M-U (Multiple Use) district.
City Manager's Remarks:	This is a Special Use Permit for an applicant who wants to operate a microbrewery. Planning Commission did recommend approval. There were no changes since the first reading. This is the second hearing.
Financial/Budget Certification:	
Legal:	
Associated Information:	

Cover Memo

Item # 8

SPECIAL USE APPLICATION SYNOPSIS

Petition Number(s): **SU19-01**

APPLICANT INFORMATION AND PROPERTY DESCRIPTION

Applicant: **Patricia Holt**

Representative: **Patricia Holt**
Property Owner: **David Holt & Scott Hamilton**
Property Location: **4 South Tennessee Street (C001-0014-005)**

Access to the Property: **East Cherokee Avenue and Tennessee St.**

Site Characteristics:

Tract Size: Acres:**0.38** District**: 4th** Section: **3rd** LL(S): **456**

Ward:**4** Council Member: **Calvin Cooley**

LAND USE INFORMATION

Current Zoning: **M-U (Multiple Use)**

Proposed Zoning: **M-U (Multiple Use)**

Proposed Use: **Microbrewery**

Current Zoning of Adjacent Property:
North: **M-U (Multiple Use)**
South: **M-U (Multiple Use)**
East: **M-U (Multiple Use)**
West: **DBD (Downtown Business District)**

The Future Development Map designates the subject property as: **Tennessee Street Corridor.**

The Future Land Use Map designates the subject property as: **Commercial.**

2. City Department Comments:

Electric: Takes no exception.

Fibercomm: Takes no exception.

Fire: Cartersville Fire Department takes no exceptions to the special use request provided that all adopted codes and ordinances are met.

Comments are from concept meeting and may change based on architectural drawings: A full set of stamped architectural plans are required for the building due to change of occupancy type. Plans shall be in accordance with the adopted codes and ordinances of the city of Cartersville. Separate fire sprinkler and fire alarm plans are required also. Based on occupancy load (if over 100), all plans may need to be reviewed by state fire marshal's office (SFMO) and a certificate of occupancy issued by SFMO. Occupancy load is based on square footage (2012 NFPA 101), not seats, unless fixed seating is used. Any other occupancy specific requirements based on occupancy type or use.

Gas: Takes no exception.

Public Works: As typical, development standards including, but not limited to our floodplain ordinance and stormwater ordinance will need to be met. It appears that this building is located at least one foot above the existing local floodplain and at/or above the future floodplain. However, this may need to be proven, as it is considered to be adjacent to the local floodplain. Also, if the improvements are less than 50% of the value of the property, then only possible additions would need to meet these flood ordinance standards. In addition, if there is 5,000 sf of impervious re-development at this property, then stormwater will need to be addressed.

Water and Sewer: This property is located in the City of Cartersville Water Department's water service
area. The requested Special Use application will not affect water service to this site.

This property is located in the City of Cartersville Water Department's sewer service
area. The proposed beverage serving establishment may require a grease trap. The owner is responsible for providing operation details for determination. The discharge from the brewery operation will be required to comply with the Cartersville Water Department's sewer discharge ordinance. The applicant is encouraged to schedule a meeting with the Water Department at the earliest possible date to discuss waste water characteristics.

3. Public Comments: No comments received.

4. Special Use Review

The applicant wishes to open and operate a microbrewery in a portion of the building located at 4 S. Tennessee St. In 2018 per text amendment T18-06, the City updated the zoning ordinances to allow microbreweries in certain zoning districts with a Special Use Permit. This includes the M-U (Multiple Use) district.

Details of the proposed microbrewery:

- Building Square Footage: 6,451.
- Outdoor Patio: +/- 200sf.
- Max. Occupancy: 100 or less including 60 fixed seats.
- Hours of Operation: Wed-Thurs: 4-10pm. Fri-Sat: 4-11pm. Sun: 12:30-9pm.
- No kitchen for food preparation. Proposal includes using 3rd party vendor like a food truck as needed.
- Parking: 50 spaces to rear of building and DBD public parking spaces.
- Distance to Cartersville High School: 1015ft.
- Distance to Tabernacle Church: 506ft.

Per the department comments, all building codes and development standards are required to be met. These requirements will be addressed during the plan review process. City electric, fiber, natural gas, and water/ sewer utilities are available to serve the business.

5. Zoning Ordinance Findings

Please review the following findings, as stated in the Zoning Ordinance, which are to be utilized in determining justification for approval or denial of special use request(s).

B) Article XVI. Special Uses

Sec. 16.1. Scope and intent.

A. This article specifies uses which are not classified as permitted uses as a matter of right in zoning districts, and are therefore only allowed through the approval of a Special use. The standards which apply to each use are enumerated and must be met in order for an application to be granted.
B. In granting a Special use, conditions may be attached as are deemed necessary in the particular case for the protection or benefit of neighbors in order to assimilate the proposed development or use into the neighborhood with minimal impact.

Sec. 16.2. Application of regulations and approval.

Uses allowable with a Special use and the minimum standards for such uses are listed in section 16.4 of this article.

Uses in the districts enumerated herein may be authorized by Special use only. The regulations contained in this article shall not apply to any permitted use as a matter of right in any zoning district.

Any use which may be authorized by Special use shall be approved by the Mayor and Council in accordance with section 16.1, scope and intent, provided:

A. The standards for the Special use as specified herein can be met;
B. Recommendations have been received from the planning and development staff and other appropriate City departments.
C. A public hearing has been held in relation to the Special use before the Planning Commission in conformance with the advertising standards outlined in article XXIV of this chapter. The Planning Commission shall make recommendations to the Mayor and Council regarding the application for a Special use; and
D. A public hearing has been held in relation to the Special use before the Mayor and Council in conformance with the advertising standards outlined in article XXIV of this chapter.

Sec. 16.3. Additional restrictions.

A. In the interest of the public health, safety and welfare, the Mayor and Council may exercise limited discretion in evaluating the site proposed for a use which requires a Special use. In exercising such discretion pertaining to the subject use, the Mayor and Council may consider the following, which shall be stated in writing by the applicant and submitted to the department of planning and development to initiate an application for a Special Use permit:

    1. The effect of the proposed activity on traffic flow along adjoining streets;
    2. The availability, number and location of off-street parking;
    3. Protective screening;
    4. Hours and manner of operation of the proposed use;
    5. Outdoor lighting;
    6. Ingress and egress to the property; and
    7. Compatibility with surrounding land use.

B. Any use which may be authorized by special use shall comply with all other City regulations, zoning district regulations and other regulations contained herein, and conditions of zoning approval if applicable. Whenever a standard contained in this section is in conflict with another provision of this chapter, the more restrictive provision shall prevail.

6. How General Standards Are Met:

Standard #1: *The effect of the proposed activity on traffic flow along adjoining streets.*

How Standard #1 has / will be met: No negative effect to traffic along adjoining streets is expected due to hours of operation.

Standard #2: *The availability, location, and number of off-street parking.*

How Standard #2 has / will be met: Approx. (50) onsite parking spaces at rear of building and DBD public parking.

Standard #3: *Protective screening.*

How Standard #3 has / will be met: Not required.

Standard #4: *Hours and manner of operation:*

How Standard #4 has / will be met: Wed-Thurs: 4-10pm. Fri-Sat: 4-11pm. Sun: 12:30-9pm.

Standard #5: *Outdoor lighting*

How Standard #5 has / will be met: Outdoor lighting provided as required by ordinance or safety needs.

Standard #6: *Ingress and egress to the property.*

How Standard #6 has / will be met: Via Tennessee St and Cherokee Ave. Multiple doors for building.

Standard #7: *Compatibility with surrounding land use.*

How Standard #7 has / will be met: Adjacent properties are in the M-U district and contain office or commercial retail operations.

7. Additional standards from Zoning Ordinance section 16.4 for use applied for and how they are met:

Sec. 16.4.19. Breweries. Breweries, including accessory tasting rooms.
(a) Production shall be in a wholly-enclosed building: Production will be in a wholly enclosed building. Map attached.

(b) Any building or structure established in connection with such use shall be set back not less than 50 feet from any residentially zoned property. There are no residential uses or districts within 50ft. Map attached.

8. Staff Recommendation: No objection to special use request. All building code and development standard requirements must be met per staff comments.

9. Planning Commission Recommendation:

Recommends Approval (4-0)

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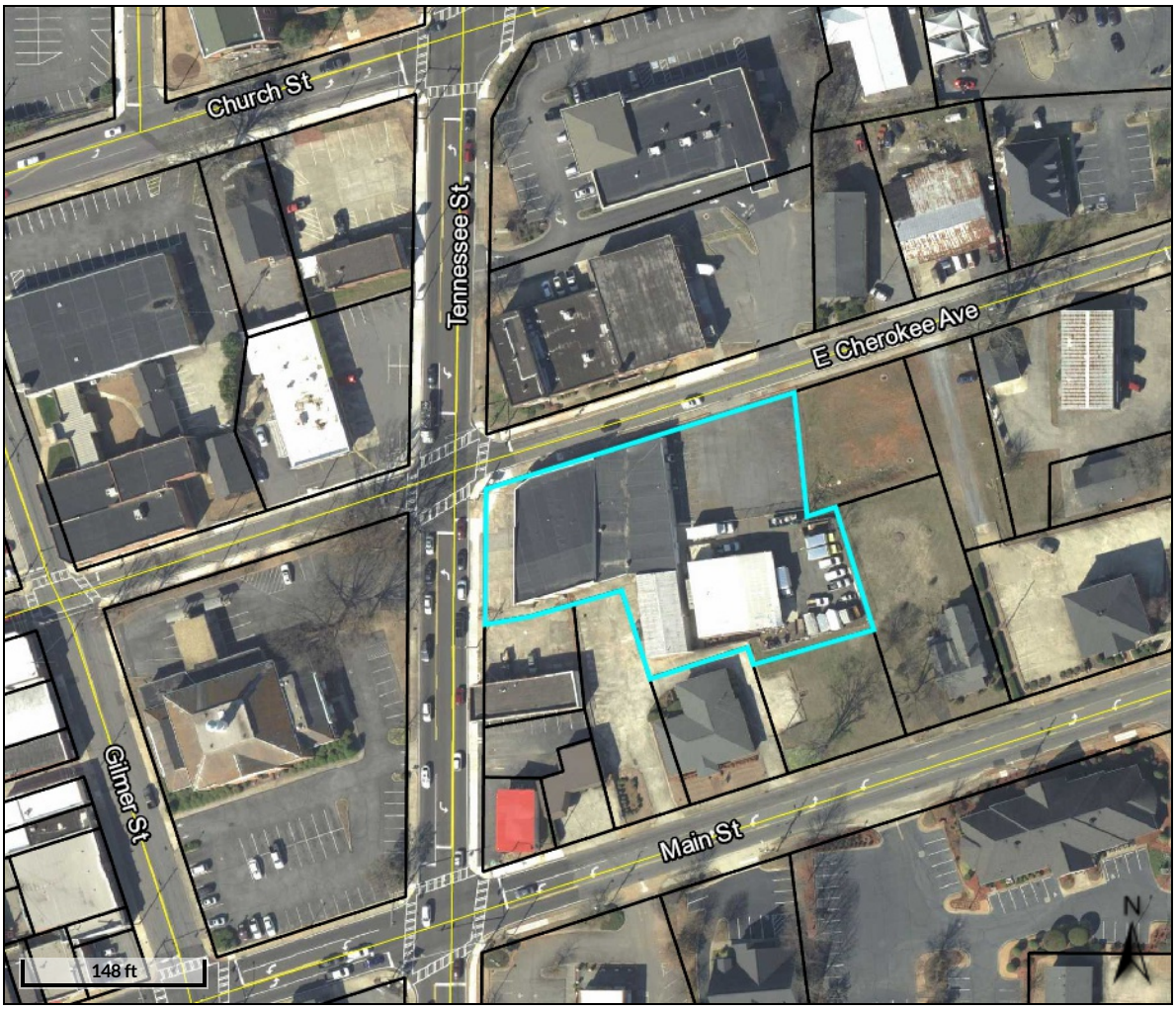
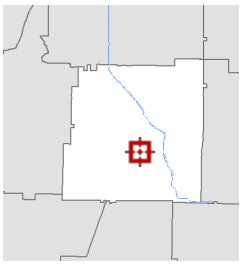
LOCATION MAP



Overview



Legend

- Parcels
- Roads
- City Labels

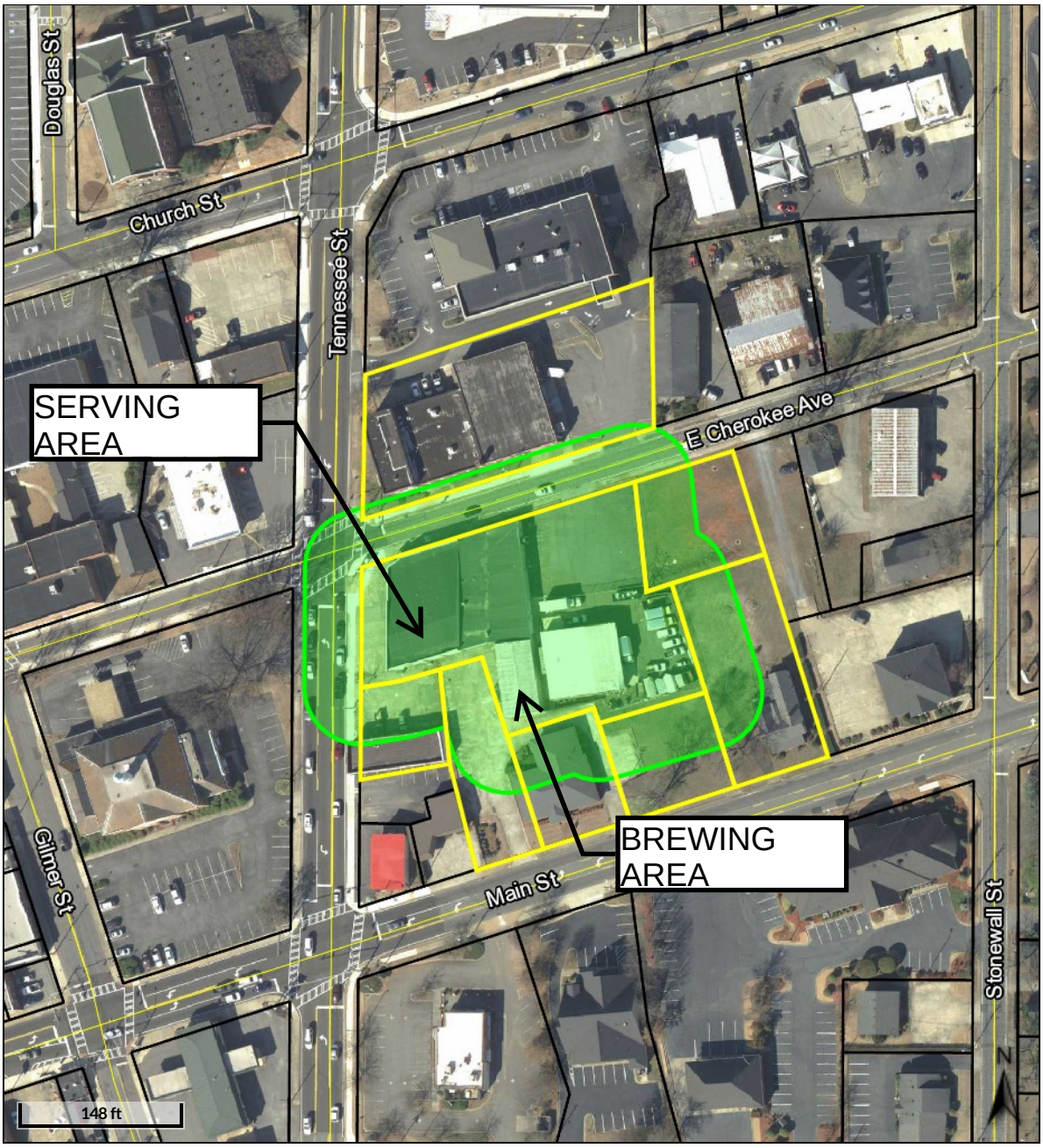
Parcel ID	C001-0014-005	**Alternate ID**	31893	**Owner Address**	TENNESSEE INVESTMENT PROPERTIES LLC
Sec/Twp/Rng	n/a	**Class**	Commercial		18 W MAIN STREET
Property Address	4 S TENNESSEE ST	**Acreage**	0.38		CARTERSVILLE GA 30120
	Cartersville				
District	Cartersville				
Brief Tax Description	LL 456 D 4				
	(Note: Not to be used on legal documents)				

Date created: 1/30/2019
Last Data Uploaded: 1/29/2019 9:15:21 PM

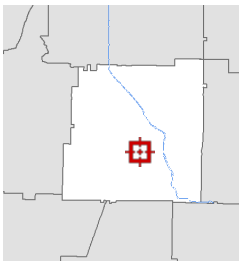
Developed by Schneider GEOSPATIAL

qPublic.net™ Bartow County, GA

BUFFER MAP



Overview



Legend

- Parcels
- Roads
- City Labels

Date created: 2/14/2019
Last Data Uploaded: 2/13/2019 9:25:08 PM

Developed by Schneider GEOSPATIAL

50FT. BUFFER. NO RESIDENTIAL USES OR DISTRICTS WITHIN 50FT. OF MICROBREWERY PARCEL.

Application for Special Use
City of Cartersville

Case Number: SU19-01
Date Received: 1/3/19

Public Hearing Dates:

Planning Commission 2/12/19 **5:30pm** **1st City Council** 2/21/19 **7:00pm** **2nd City Council** 3/7/19 **7:00pm**

Applicant Patricia Holt (printed name) Office Phone 916-316-9138
Address PO Box 3939 Mobile/ Other Phone 916-316-9138
City Cartersville State GA Zip 30120 Email paholt17@gmail.com
NA Representative's printed name (if other than applicant) Phone (Rep) _____
Email (Rep) _____
_____ Representative Signature
Pat Holt Applicant Signature
Signed, sealed and delivered in presence of: My commission expires: 4-24-20
Meredith Ulmer Notary Public exp: 4-24-20

BARTOW COUNTY GEORGIA NOTARY PUBLIC MEREDITH ULMER

* Titleholder _____ (titleholder's printed name) Phone _____
Address _____ Email _____
Signature _____
Signed, sealed, delivered in presence of: My commission expires:
_____ Notary Public

Present Zoning District M-U
Acreage 0.38 Land Lot(s) 456 District(s) 4th Section(s) 2nd
Location of Property: 45 Tennessee St. Cartersville (street address, nearest intersections, etc.)
Reason for Special Use Request: Brewery
_____ (attach additional statement as necessary)

*** Attach additional notarized signatures as needed on separate application pages.**

Application for Special Use
City of Cartersville

Case Number: SU19-01
Date Received: 1/3/19

Public Hearing Dates:

Planning Commission _____ **5:30pm** **1st City Council** _____ **7:00pm** **2nd City Council** _____ **7:00pm**

Applicant _____ (printed name) Office Phone _____

Address _____ Mobile/ Other Phone _____

City _____ State _____ Zip _____ Email _____

_____ Representative's printed name (if other than applicant) Phone (Rep) _____

Email (Rep) _____

_____ Representative Signature _____ Applicant Signature

Signed, sealed and delivered in presence of: My commission expires:

_____ Notary Public

* Titleholder DAVID S. HOLT (titleholder's printed name) Phone 404-307-4677

Address 218 W. AVE CARTERSVILLE, GA 30120 Email dholt74@gmail.com

Signature _____

Signed, sealed, delivered in presence of: My commission expires: 3-26-21

_____ Notary Public Bartow County

Present Zoning District _____

Acreage _____ Land Lot(s) _____ District(s) _____ Section(s) _____

Location of Property: _____ (street address, nearest intersections, etc.)

Reason for Special Use Request: _____

_____ (attach additional statement as necessary)

*** Attach additional notarized signatures as needed on separate application pages.**

Application for Special Use
City of Cartersville

Case Number: SU19-01
Date Received: 1/3/19

Public Hearing Dates:

Planning Commission _____ 5:30pm **1st City Council** _____ 7:00pm **2nd City Council** _____ 7:00pm

Applicant _____ (printed name) Office Phone _____

Address _____ Mobile/ Other Phone _____

City _____ State _____ Zip _____ Email _____

_____ Representative's printed name (if other than applicant) Phone (Rep) _____

Email (Rep) _____

_____ Representative Signature _____ Applicant Signature

Signed, sealed and delivered in presence of: My commission expires:

_____ Notary Public

* Titleholder Scott Hamilton (titleholder's printed name) Phone 770-312-8909

Address 17 Poplar St Cartersville GA 30120 Email ScottHamilton@PGA.com

Signature _____

Signed, sealed, delivered in presence of: My commission expires: 3-26-21

_____ Notary Public Bartow County

Present Zoning District _____

Acreage _____ Land Lot(s)_____ District(s)_____ Section(s)_____

Location of Property: _____ (street address, nearest intersections, etc.)

Reason for Special Use Request: _____

_____ (attach additional statement as necessary)

*** Attach additional notarized signatures as needed on separate application pages.**

Item # 8

CAMPAIGN DISCLOSURE REPORT
FOR REZONING ACTIONS

Pursuant to O.C.G.A. 36-67A-3 any and all applicants to a rezoning action must make the following disclosures:

Date of Application: 1-3-2019

Date Two Years Prior to Application: 1-3-2017

Date Five Years Prior to Application: 1-3-2014

1. Has the applicant within the five (5) years preceding the filing of the rezoning action made campaign contributions aggregating $250.00 or more to any of the following:

Item # 8

	YES	NO
Mayor: Matt Santini		X
Council Member:		
Ward 1- Kari Hodge		X
Ward 2- Jayce Stepp		X
Ward 3- Cary Roth		X
Ward 4- Calvin Cooley		X
Ward 5- Gary Fox		X
Ward 6- Taff Wren		X
Planning Commission		
Greg Culverhouse		X
Harrison Dean		X
Lamar Pendley		X
Lamar Pinson		X
Travis Popham		X
Jeffery Ross		X
Stephen Smith		X

2. If the answer to any of the above is **Yes**, please indicate below to whom, the dollar amount, date, and description of each campaign contribution, during the past five (5) years.

Patricia Holt 1-3-2019
Signature Date

Patricia Holt
Print Name

K:\Planning General Info\City Forms_apps_mailing labels\Forms and Applications\Annexation Rezoning Special Use Variance apps\Special Use application_updated 3-20-18.doc

SPECIAL USE JUSTIFICATION

The Mayor and City Council, upon review, may authorize a Special Use which is not classified as a permitted use by right in a zoning district.

Zoning Ordinance section 16.3.A
In the interest of the public health, safety and welfare, the Mayor and Council may exercise limited discretion in evaluating the site which requires a Special use. In exercising such discretion pertaining to the subject use, the Mayor and Council may consider the following, which shall be stated in writing by the applicant and submitted to the department of planning and development to initiate an application for a Special use:

1. *The effect of the proposed activity on traffic flow along adjoining streets;*
2. *The availability, number and location of off-street parking;*
3. *Protective screening;*
4. *Hours and manner of operation of the proposed use;*
5. *Outdoor lighting;*
6. *Ingress and egress to the property; and*
7. *Compatibility with surrounding land use.*

Item # 8

Zoning Ordinance section 16.4 states standards for specific uses – if the use you are applying for has additional standards, these must also be addressed below.

Use applied for: Micro Brewery

Standard #1: The effect of the proposed activity on traffic flow along adjoining streets.

How Standard #1 has / will be met:

Parking lot to the back of the building. There will not be any parking available in front so traffic will not be an issue on Tennessee St.

Standard #2: The availability, number, and location of off-street parking.

How Standard #2 has / will be met:

There are 50+ parking spaces in our back lot. In addition there are numerous areas to park adjacent to the property.

Standard #3: Protective screening.

How Standard #3 has / will be met:

Guardrail will be installed around front patio area. We will also provide planters with greenery.

Standard #4: Hours and manner of operation of the proposed use.

How Standard #4 has / will be met:

Wednesday + Thursday - 4:00 - 10:00
Friday + Saturday - 4:00 - 11:00 Sunday - 12:30 - 9:00

Standard #5: Outdoor lighting.

How Standard #5 has / will be met:

Outdoor LED lighting will be installed at public seating and parking areas.

Standard #6: Ingress and egress to the property.

How Standard #6 has / will be met:

3 Entry/Exits - 1 Large storefront, 1 rear door and 1 emergency exit in Brewhouse. (2 front rollup doors in addition)

Standard #7: Compatibility with surrounding land use.

How Standard #7 has / will be met:

The brewery will serve the surrounding downtown district as a friendly neighborhood gathering spot with a upscale atmosphere.

Additional standards from Zoning Ordinance section 16.4 for use applied for and how they are met:

Signed,

Africai Holt

Applicant or Representative

1-3-2019

Date

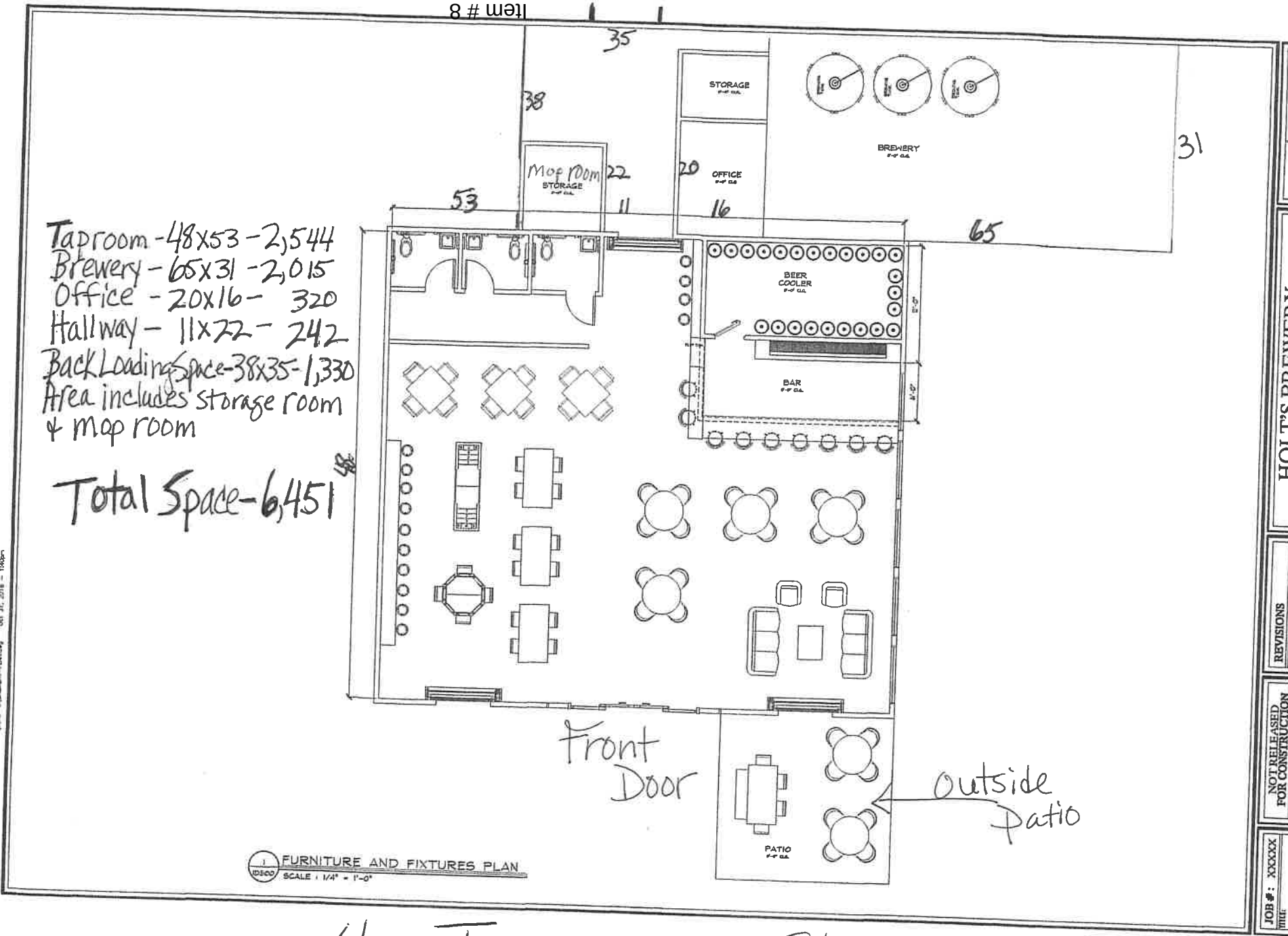
Item # 8

CARTERSVILLE NEWSPAPERS

• The Daily Tribune • The Herald-Tribune • The North Bartow News

Backdoor

Item # 8



Taproom - 48x53 - 2,544
Brewery - 65x31 - 2,015
Office - 20x16 - 320
Hallway - 11x22 - 242
Back Loading Space - 38x35 - 1,330
Area includes storage room
+ mop room

Total Space - 6,451

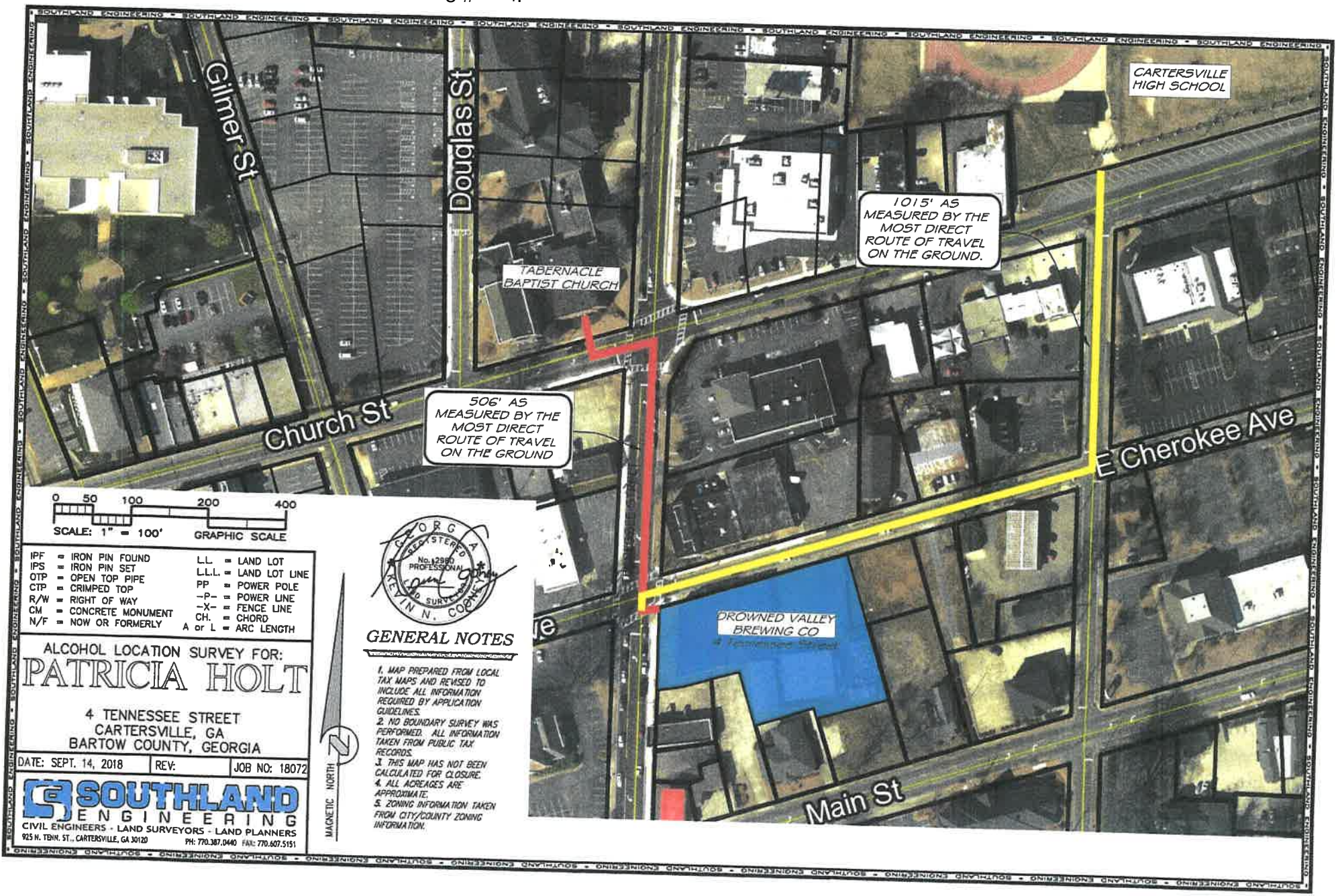
HOLT'S BREWERY PROJECT

REVISIONS

NOT RELEASED FOR CONSTRUCTION
BIDDING DATE: 00/00/00
RELEASE DATE: 00/00/00
DESIGNER: XX
CAD DESIGNER: XX
REVIEWED BY: XX, XX, XX

JOB #: XXXXX
TITLE: FURNITURE AND FIXTURES PLAN
SHEET: ID.500

4 Tennessee St.

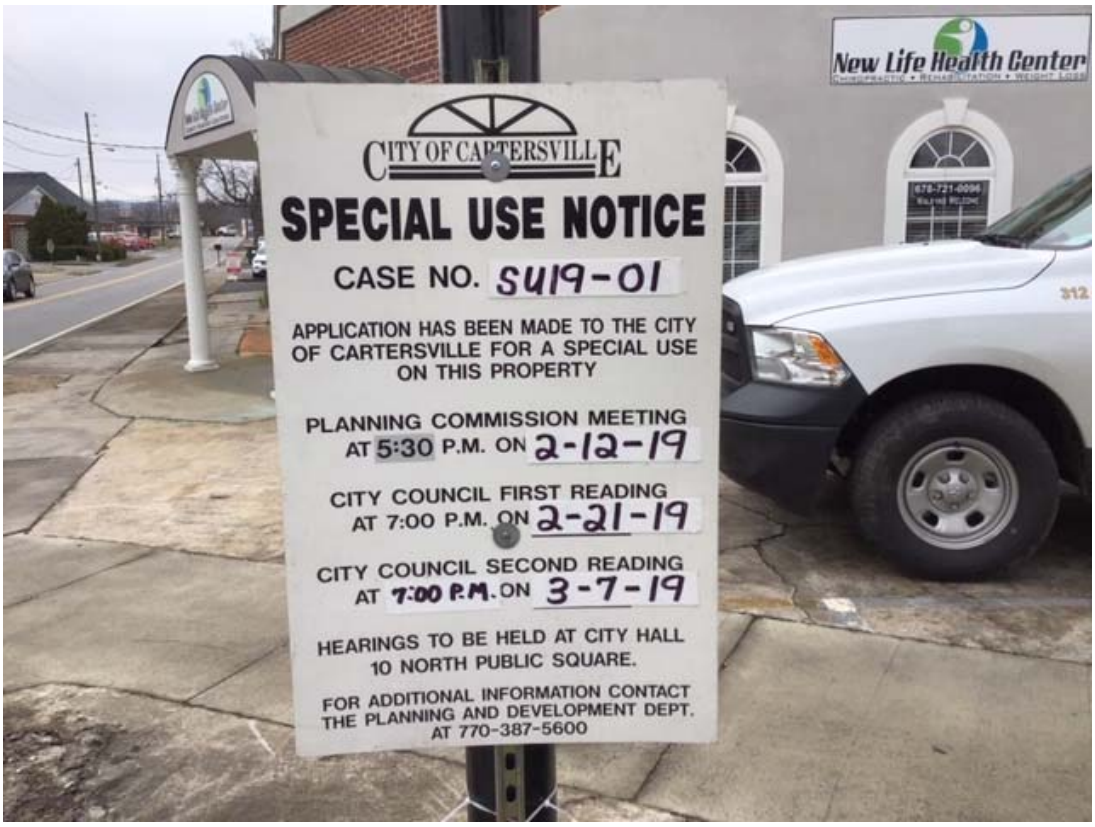

Gilmer St
Douglas St
Church St
E Cherokee Ave
Main St
CARTERSVILLE HIGH SCHOOL
TABERNACLE BAPTIST CHURCH
1015' AS MEASURED BY THE MOST DIRECT ROUTE OF TRAVEL ON THE GROUND.
506' AS MEASURED BY THE MOST DIRECT ROUTE OF TRAVEL ON THE GROUND
DROWNED VALLEY BREWING CO
4 Tennessee Street
0 50 100 200 400
SCALE: 1" = 100'
GRAPHIC SCALE
IPF = IRON PIN FOUND
IPS = IRON PIN SET
OTP = OPEN TOP PIPE
CTP = CRIMPED TOP
R/W = RIGHT OF WAY
CM = CONCRETE MONUMENT
N/F = NOW OR FORMERLY
L.L. = LAND LOT
L.L.L. = LAND LOT LINE
PP = POWER POLE
-P- = POWER LINE
-X- = FENCE LINE
CH. = CHORD
A or L = ARC LENGTH
GEORGIA REGISTERED PROFESSIONAL No. 2980 LAND SURVEYOR KEVIN N. COPPEDGE
GENERAL NOTES
1. MAP PREPARED FROM LOCAL TAX MAPS AND REVISED TO INCLUDE ALL INFORMATION REQUIRED BY APPLICATION GUIDELINES.
2. NO BOUNDARY SURVEY WAS PERFORMED. ALL INFORMATION TAKEN FROM PUBLIC TAX RECORDS.
3. THIS MAP HAS NOT BEEN CALCULATED FOR CLOSURE.
4. ALL ACREAGES ARE APPROXIMATE.
5. ZONING INFORMATION TAKEN FROM CITY/COUNTY ZONING INFORMATION.
MAGNETIC NORTH
ALCOHOL LOCATION SURVEY FOR:
PATRICIA HOLT
4 TENNESSEE STREET
CARTERSVILLE, GA
BARTOW COUNTY, GEORGIA
DATE: SEPT. 14, 2018
REV:
JOB NO: 18072
SOUTHLAND ENGINEERING
CIVIL ENGINEERS - LAND SURVEYORS - LAND PLANNERS
925 N. TENN. ST., CARTERSVILLE, GA 30120
PH: 770.387.0440 FAX: 770.607.5151

SU19-01. 4 S. TENNESSEE ST. MICROBREWERY

SU19-01. 4 S. TENNESSEE ST. MICROBREWERY

SU19-01. 4 S. TENNESSEE ST. MICROBREWERY

SU19-01. 4 S. TENNESSEE ST. MICROBREWERY



City of Cartersville

City Council Meeting
3/7/2019 7:00:00 PM
Z18-04: 25 Baker St. Applicant: RB Estates, LLC. Rezoning from R-7 to M-U (Multiple Use). Property Contains Approx. 1.3 Acres.

SubCategory:	Public Hearing - 2nd Reading of Zoning/Annexation Requests
Department Name:	Planning and Development
Department Summary Recomendation:	This request is to rezone property located at 25 Baker St from R-7 (Single Family residential) to M-U (Multiple Use) to construct two (2)- 4 plex rental units, eight (8) units total. Currently, the R-7 zoning will not permit the multi-family project. The R-7 zoning limits residential development to single family detached dwellings.
City Manager's Remarks:	There were no changes since the first reading. Planning Commission did recommend approval (3-2). This is the second hearing.
Financial/Budget Certification:	
Legal:	
Associated Information:	

Cover Memo

Item # 9

ZONING SYNOPSIS

Petition Number(s): **Z18-04**

APPLICANT INFORMATION AND PROPERTY DESCRIPTION

Applicant: **RB Estates, LLC**

Representative: **Steve Ragas**

Property Owner: **RB Estates, LLC**

Property Location: **25 Baker Street**

Access to the Property: **Baker Street**

Site Characteristics:

Tract Size: Acres: **1.31 +/-** District: **4th** Section: **3rd** LL(S): **453**

Ward: **4** Council Member: **Calvin Cooley**

LAND USE INFORMATION

Current Zoning: **R-7 (Single Family Residential)**

Proposed Zoning: **M-U (Multiple Use)**

Proposed Use: **Multi- Family Residential (Two- 4 plex units)**

Current Zoning of Adjacent Property:
North: **M-U (Multiple Use) and R-7 (Single Family Residential)**
South: **R-7 (Single Family Residential)**
East: **R-7 (Single Family Residential)**
West: **R-7 (Single Family Residential)**

The Future Development Plan designates the subject property as: **Neighborhood Living.**

The Future Land Use Map designates the subject property as: **Low-Medium Density Residential**

ZONING ANALYSIS

Project Summary (Revised):

As of February 1st, 2019, the following actions have occurred that were associated with factors in the decision to table the original application:

1. On October 1, 2018, Ms. Rita Copeland sold her estate property at 25 Wofford St. to Perez Brothers Investments LLC who has renovated the property and listed it for sale;
2. On December 14th, Mr. Ragas, applicant, purchased 25 Baker St. from the Church of the Living God;
3. In January 2019, Mr. Ragas provided a letter to the City from his attorney summarizing why no prescriptive easement existed across the 25 Baker St. property from 25 Wofford St. Driveway access from 25 Wofford St to Baker St. was a point of contention in the first public hearing.

The applicant, RB Estates, LLC, wishes to construct two (2)- 4 plex rental units, eight (8) units total. Currently, the R-7 zoning will not permit the multi-family project. The R-7 zoning limits development to single family detached dwellings for residential projects. The applicant submitted similar, but revised, site and building plan concepts dated November 2018 for this hearing. See attached.

Across Baker Street adjacent to the NE corner of the property is the western boundary of the M-U (Multiple Use) district that generally incorporates an area from Jones St east to the CSX rail line and from Church Street north to Aubrey Street. The M-U district permits a variety of lot sizes and housing options including single family detached, single family attached, townhomes, and multi-family.

The Neighborhood Living character area description and development strategies for this area encourage a variety of housing options, but new projects must be compatible and complementary to the surrounding housing types. With the exception of the Housing Authority's attached residential units, the adjacent housing types are single family detached homes constructed, generally, in the style of brick ranch. The proposed housing product would have to be compatible and complementary in style, scale and materials to the adjacent homes.

The community safety concerns that were mentioned in the initial public hearing will be addressed through site development and by Mr. Ragas as the owner/ manager of the property.

Also, in theory, 25 Baker St could be subdivided into eight (8)- 7,000 sf properties as currently zoned if certain variances were to be granted. Constructing (8) attached units on the 1.31 acres as shown in the concept plan ensures that the total build area is limited (0.3 acres approx.) and that buffers and greenspace remain intact (1.01 acres). As a multi-family development in a M-U district, 14 units/ acre could be allowed. This calculation could result in (18) potential units on this site.

Zoning Development Standards for MF-14 in the M-U District

Standard-Sec. 9.2.3	Description	Requirement per Standard	Project Requirement	Provided
A	Bldg Height	45ft or 3.5 stories	---	Approx. 25', 2.5 stories
B	Front Yard Setback	10ft.	---	10ft
C	Side Yard Setback	10ft.	---	10ft
D	Rear Yard Setback	25ft	---	25ft
E	Min. Lot Area	---	---	1.31 acres
F	Max. Density	14 units/acre	---	8 units (18 units allowed)
G	Min. lot width/ Bldg line	Min. 110ft.	---	Min. 297ft
H	Min. Lot frontage	Min. 110ft.	---	127.4ft
I	Min. heated floor area/ unit (3 bedroom)	Min. 900sf	---	1240sf.
N	Min. Buffer Requirements (In addition to required setbacks)	15ft. (5ft can be with required setback)	---	25ft
O	Min. Open Space	20% gross acreage	0.26ac	1.01acres
R(2)	Other Standards	---	---	---
7.1.3K	Buffer	In addition to setbacks, a 25ft buffer is required against SF Residential uses	---	25ft
7.1.3N	Architectural façade materials. See notes 2 and 3.	---	---	Concept meets min. requirements
OTHER DATA				
---	No. of bedrooms	NA	---	3 per unit
17.6.1	Parking	2 per unit	16	20

Table Notes:

1 Analysis of the application of the Development Standards to the project are based on the boundary survey and concept plans submitted with the application. All plans are subject to adjustments during the Plan Review processes. This analysis is used to determine zoning compliance and constructability of the proposed project.

2 (1) Principal structures within the MF-14 district shall have a minimum of fifty (50) percent finish product on the exterior walls of the buildings consisting of brick, stone, hard-coat stucco, or fiber cement siding.

3 (2) A metal panel exterior finish product shall not be allowed on metal buildings exceeding one hundred fifty (150) square feet in gross floor area constructed or placed on lots within the MF-14 district.

City Departments Reviews

Electric: Electric still has no objection to zoning case Z18-04 for 25 Baker St. Site plans will be subject to comment once a full site plan set has been submitted.

Fibercom: No comments received for this hearing. Original comment: Takes No Exception.

Fire: CFD takes no exception to the rezoning request provided all city adopted codes, ordinances, and development regulations are met.

Gas: In response to the following, the recent addition of a perimeter wood fence to the latest site plan attached may conflict with and hinder access to the existing natural gas facility that is not shown along the northern most property line. We take no exception to the rezoning request, however, we do take exception to the site plan as provided. We presume detailed construction plans will be provided for review and comment in accordance with the City's plan review process.

Public Works: No comments received for this hearing. Original comment: Public Works does not oppose this rezoning request. As typical, civil drawings meeting development regulations and ordinances will be required prior to permitting.

Water and Sewer: No comments received for this hearing. Original comment: Takes No Exception.

Public Comments: None received for this hearing.

STANDARDS FOR EXERCISE OF ZONING POWERS.

1. *The existing land uses and zoning of nearby property.*
   All adjacent properties are residential land uses and zoned either as R-7 or M-U. The Etowah Area Consolidated Housing Authority operates the public housing units in the M-U district.

2. *The suitability of the subject property for the zoned purposes.*
   The site is suitable for single-family detached housing as zoned. If certain variances were granted, as many as (8)- 7,000sf properties could be subdivided on the 1.31acre tract.

3. *The relative gain to the public, as compared to the hardship imposed upon the individual property owner.*
   The proposed multi-family project would introduce another housing option to the community while utilizing existing infrastructure much like an infill project. The property owner would likely incur a financial hardship and liability for the underutilized property.

4. *Whether the subject property has a reasonable economic use as currently zoned.*
The property has a reasonable economic use as currently zoned.

5. *Whether the zoning proposal will permit a use that is suitable in view of the use and development of adjacent and nearby property.*
The zoning proposal may permit a use that is suitable in view of the use of the adjacent residential properties. The proposed use is a residential use; however, care must be taken to insure that the multi-family project is compatible and complementary to the adjacent to single family homes.

6. *Whether the proposed zoning will adversely affect the existing use or usability of adjacent or nearby property.*
The proposed zoning is not expected to have an adverse effect on the existing use or usability of the adjacent properties.

7. *Whether the zoning proposal is in conformity with the current future development plan and community agenda of the comprehensive land use plan as currently adopted or amended in the future.*
The zoning proposal generally conforms with the Future Development Map and Comprehensive Land Use Plan. These maps and plan were adopted in February 2018 as part of the Comprehensive Plan update.

8. *Whether the zoning proposal will result in a use which will or could adversely affect the environment, including but not limited to drainage, wetlands, groundwater recharge areas, endangered wildlife habitats, soil erosion and sedimentation, floodplain, air quality, and water quality and quantity.*
Development resulting from an approved zoning proposal would be required to meet all local, state, and federal environmental regulations.

9. *Whether the zoning proposal will result in a use which will or could cause an excessive or burdensome use of existing streets, transportation facilities, utilities, or schools.*
The zoning proposal is not expected to create a burden on public facilities or utilities.

10. *Whether there are other existing or changing conditions affecting the use and development of the property which give supporting grounds for either approval or disapproval of the zoning proposal.*
There are no other known conditions affecting the use or development of the property.

STAFF RECOMMENDATION:
The proposed zoning should have a limited impact on adjacent properties and on public facilities and utilities. Though the proposed land use is not consistent with the historical development of the surrounding area with the exception of the Public Housing units across Baker Street, the proposed use introduces a housing option that is in high demand. The proposed land use is also consistent with the Future Development Map and Future Land Use Map.

Staff recommends approval with the condition that the maximum allowed units not exceed the proposed eight (8) units.

PLANNING COMMISSION RECOMMENDATION:

Recommends Approval (3-2)

MINUTES OF THE
CARTERSVILLE PLANNING COMMISSION

The Cartersville Planning Commission met in a regularly scheduled meeting on Tuesday, July 10, 2018 at 5:30 p.m. in the City Hall Council Chambers.

Present:	Members: Jeffery Ross, Greg Culverhouse, and Travis Popham
Staff Members:	Randy Mannino, David Hardegree and Meredith Ulmer
Absent:	Lamar Pendley and Steven Smith

~~With Chairman Pinson's absence, Vice Chair Pendley served as Chairman for the meeting.~~

1. Meeting Call to Order

2. Roll Call

3. Minutes

Chairman Pinson called for a motion of the minutes for the June 12, 2018 meeting. Board Member Popham made a motion to approve the minutes as presented. The motion was seconded by Board Member Ross and carried unanimously. Vote: 4-0.

4. Staff Update

Randy Mannino, Planning and Development Department Head gave an overview of the progression for SU18-02, applicant Tim Garnto with Treasure Chest, recommended by Planning Commission. The Special Use Permit passed in City Council.

5. AZ18-01: 228 E. Felton Rd. Annexation/ Zoning. Applicant: Janice Wynn. Lots 14 and 21 in the Roving Hills Subdivision. Approximately 0.5 acres each. Zoning: Uninc. A-1 to City R-20.

Chairman Pinson called the next item. Mr. Mannino gave an overview of the application. Mr. Mannino stated the item had been properly posted and advertised and there were no conflicts of interest. Mr. Mannino gave an overview of the case and stated the applicant is present for any questions.

Chairman Pinson opened the floor for a public hearing asking if there was anyone present who would like to speak for or against AZ18-01 in regards to the rezoning.

Van Vaughn, of Cartersville, GA came forward to represent applicant Janice Wynn, and stated the intentions of the project if approved.

With no one else coming forward the public hearing was closed.

Item # 9

Chairman Pinson opened the floor for anyone wishing to speak for or against the annexation.

With no one coming forward the annexation public hearing was closed.

Board Member Culverhouse made a motion to approve the annexation portion of AZ18-01 and the motion was seconded by Board Member Popham. Motion carried unanimously. Vote: 4-0.

Board Member Culverhouse made a motion to approve the rezoning portion of AZ18-01 and the motion was seconded by Board Member Popham.

This item will be taken into consideration by City Council for two readings.
First Reading: 7/19/2018
Second Reading: 8/2/2018

Item # 9

6. SU18-03: Special Use Permit for Adult Day Care and Group Home. Location: 32 St. Francis Place. Applicant: Janet Bowens. Zoning: R-20 (Single Family Residential). Approx. 1.53 acres.

This item was removed from the agenda, and will be heard at next month's meeting.

---

7. Z18-04: 25 Baker St. Applicant: RB Estates, LLC. Rezoning from R-7 to M-U (Multiple Use). Approx. 1.3 acres.

Mr. Mannino gave an overview of the application and stated all proper advertisements have been posted. The property was properly posted as well.

Chairman Pinson opened the floor to anyone wishing to speak for the application.

Applicant Steve Ragas came forward and explained his intentions if approved.

Chairman Pinson opened the floor to anyone wishing to speak against the application.

Rita Copeland, 25 Wofford Street, stated her mother lived there and had been using this property as a driveway since the 1960's. The original driveway is dilapidated.

Clayton Green, 23 Wofford Street stated he is against, because he feels like it will negatively affect his property. Fears tenants will not be properly screened; he could be potentially shot.

Alicia Williams, came forward representing the resident at 24 Jones Street, Ms. Elizabeth Gainor. Ms. Gainor does not want any additional danger nearby. Ms. Gainor has vision issues.

Calvin Cooley, Council Member Ward 4, representing his constituents, came forward and stated he is neither for or against the application, but hopes the two parties can work together for a compromise. Council Member Cooley stated reasons the property has great value to the community.

Mr. Ragas came forward to follow up and comment on people's concerns. He stated he wants to be a good neighbor, and he is willing to work with the residents. He also offered a compromise of splitting the cost of repairs to the existing driveway at 50/50.

Keith Lovell, City Attorney, stated Public Works will have to review the drivewayat 25 Wofford Street before any modifications can be made to it. It may or may not be reopened based on Public Works criteria.

Board Member Culverhouse suggested the major issue at hand is the possibility of the driveway across 25 Baker St. may be allowed under the laws of a Prescriptive Easement. More information is needed.

Board Member Culverhouse made a motion to table this item until the issues with the driveways and the community concerns can be resolved. Motion was seconded by Board Member Popham. Motion carried unanimously. Vote: 4-0.

Mr. Mannino stated the case will be re-advertised at whichever time necessary depending on which meeting Mr. Ragas can come back before the Planning Commission.

Item # 9

8. Jones Street Townhomes Preliminary Plat

Mr. Mannino stated the preliminary plat needs to be signed by the Planning Commission Chairman and does recommend approval of authorization from the Board.

Board Member Culverhouse made a motion approve authorization of Chairman to sign the preliminary plats. The motion was seconded by Board Member Ross and was approved unanimously. Vote: 4-0.

9. Staff or Commission Comments

Mr. Mannino introduced Planning and Development's newest employee: Connor Hooper, Assistant City Planner.

Board Member Ross made a motion to adjourn. Meeting adjourned at 6:11pm.

8-7-18
Date Approved

/s/ Lamar Pinson
Lamar Pinson, Chairman

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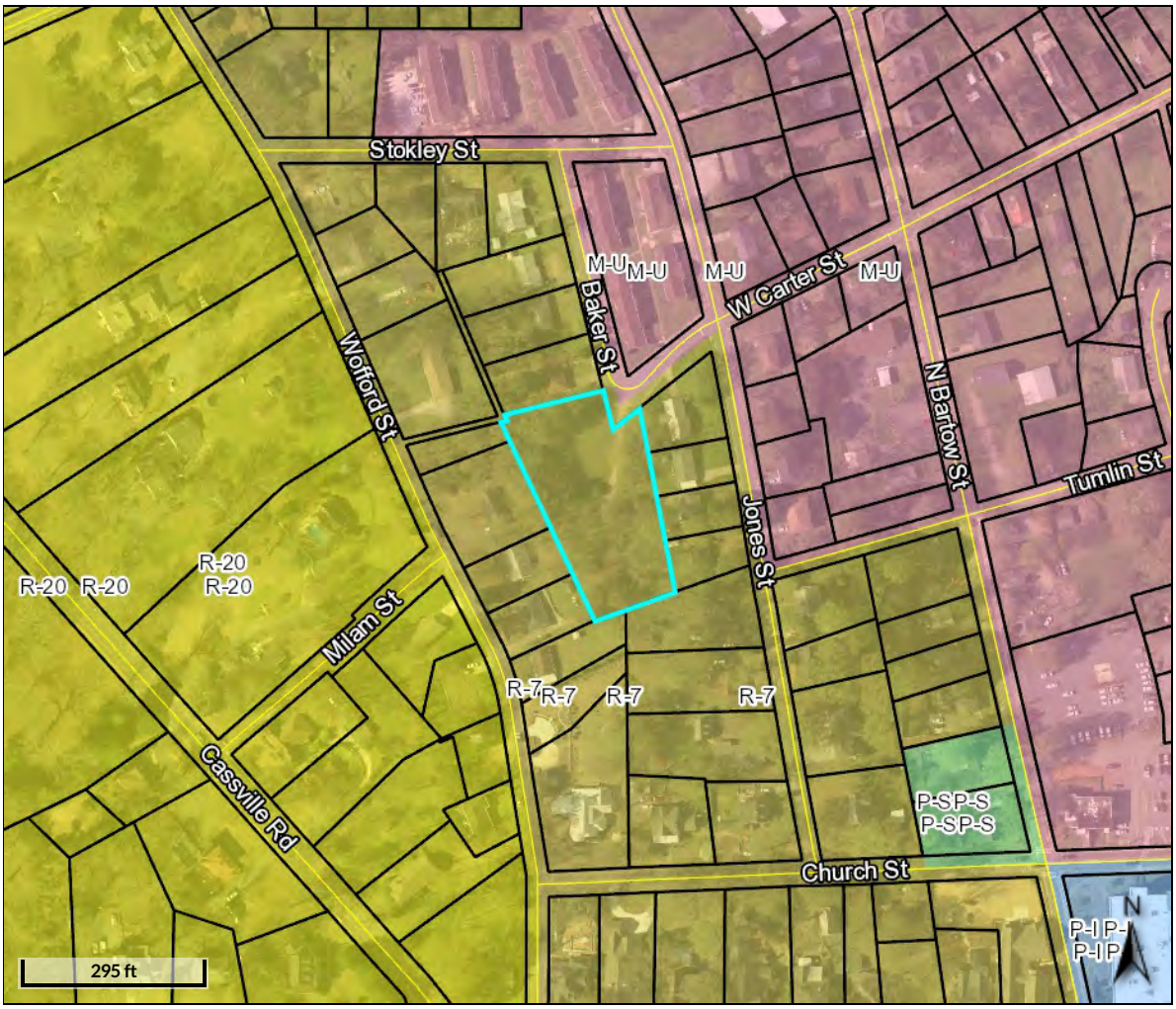

Overview

Legend

- Parcels
- Roads
- City Labels

Cartersville Zoning

- AG
- DBD
- G-C
- G-C*
- H-I
- H-I*
- L-I
- L-I*
- M-U
- M-U*
- MF-14
- MF-14*
- MN
- O-C
- O-C*
- P-D
- P-D*
- P-I
- P-S
- P-S*
- R-10
- R-10*
- R-15
- R-15*
- R-20
- R-20*
- R-7
- R-7*
- R-D
- RA-12
- RA-12*

Parcel ID	C002-0019-028	**Alternate ID**	32295	**Owner Address**	RB ESTATES LLC PO BOX 669594
Sec/Twp/Rng	n/a	**Class**	Residential		

Item # 9

Property Address	25 BAKER ST Cartersville	**Acreage**	1.31	2886 SANDY PLAINS RD MARIETTA GA 30066
District	Cartersville			
Brief Tax Description	LL 453 D 4 LOT 5 SUMMERHILL (Note: Not to be used on legal documents)			

Date created: 2/4/2019
Last Data Uploaded: 2/1/2019 9:07:20 PM

Developed by Schneider GEOSPATIAL

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Overview

Legend

- Parcels
- Roads
- City Labels

Parcel ID	C002-0019-014	**Alternate ID**	32281
Sec/Twp/Rng	n/a	**Class**	Residential
Property Address	25 WOFFORD ST Cartersville	**Acreage**	n/a
District	Cartersville		
Brief Tax Description	LL453 LD4 LOT 20 SUMMERHILL (Note: Not to be used on legal documents)		

Owner Address PEREZ BROTHERS INVESTMENTS LLC
1848 CANOE RIDGE NW
KENNESAW GA 30152

Date created: 2/4/2019
Last Data Uploaded: 2/1/2019 9:07:20 PM

Developed by Schneider GEOSPATIAL

January 4, 2019

VIA ELECTRONIC EMAIL

Steve Ragas
steveragas@hotmail.com

RE: 25 Baker Street, Cartersville, Bartow County, Georgia

Dear Mr. Ragas:

At your request, I am writing to summarize the law concerning acquiring an easement according to Georgia property law and why the owner of 25 Wofford Street does not have an easement across the above referenced property.

The type of easement that the owner of a neighboring parcel could have to access their property is usually called an ingress/egress easement. This type of easement is simply the right to traverse the subject parcel to access another parcel. This is the only type of easement that the owner of 25 Wofford could claim, because there has never been any other use of the subject property so I am limiting my discussion below to ingress/egress easements.

There are four principal ways for the owner of a neighboring parcel to acquire an easement: (1) by contract; (2) by presecription; (3) by necessity; and (4) by compulsory purchase.

Any transfer of an interest in real property must be in writing and generally are recorded in the Deed records. Such a grant of easement does not exist in the Bartow County Deed records; therefore, no neighboring parcel owner has an interest by contract or agreement.

It is important to insert a very important detail before even beginning a discussion of acquiring an easement by prescription: if a neighbor is given permission to use the land, then no easement by prescription can be established. Douglas v. Knox, 232 Ga. App. 551 (1998). An easement by prescription can be acquired to different ways: (a) by use without permission for more than seven years with notice of an adverse claim of right; or (b) by twenty years of uninterrupted use whether open and notorious or not.

In the case of the subject property, the owner of 25 Wofford would have to have used the easement for twenty years, or have given notice to the owner of their adverse claim of

1105 NORTH TENNESSEE STREET • CARTERSVILLE, GEORGIA 30120
TELEPHONE 770-382-4702 • FAX 770-382-4757 • WWW.LESLIESIMMONSLAW.COM

right. Notice of an adverse claim of right is most often made by the user making improvements to the easement, for example paving, building bridges, or even laying gravel. Since there have been no improvements to the easement and it has not been used for 20 years, no easement by prescription has been acquired by prescription by the owners of 25 Wofford.

An easement by necessity is acquired when an owner conveys a portion of his property to another and the new owner needs to access his property. It is assumed that the new owner also acquires a right of way over the original parcel to access his newly acquired land. This is clearly a different situation than the instant case.

The last way for a property owner to acquire an easement is a compulsory purchase when a locked owner needs an easement to access his property and files a private condemnation action. This is not the case for the owners of 25 Wofford whose property borders a public road. In a different case, I filed a private condemnation action in Bartow Superior Court and had a hearing on the case in front of Judge Nelson. He overwhelmingly ruled against my client who was trying to acquire an easement across a bordering parcel even though he had road frontage when the cost to install a driveway from the public road on his property was cost prohibitive. An easement by condemnation is not granted when it is more convenient to access the property by a different route than the road frontage already owned.

After reviewing the title to the subject property, the title to the 25 Wofford property, and applying the Georgia code and case law, it is my opinion that the owners of 25 Wofford do not have and easement and cannot legally acquire an easement across the subject property.

If you need additional explanation, please contact me.

Sincerely,

Leslie Vaughan Simmons

Application for Rezoning

City of Cartersville

Case Number: Z1804

Date Received: 2/4/19

Public Hearing Dates:

Planning Commission 2/12/19 **5:30pm** **1st City Council** 2/21/19 **7:00pm** **2nd City Council** 3/7/19 **7:00pm**

Applicant RB Estates, LLC (printed name) Office Phone 404-596-3413

Address PO BOX 669594 Mobile/ Other Phone

City MARIETTA State GA Zip Email rbestates@hotmail.com

Steve Ragas Phone (Rep) 404-596-3413

Representative's printed name (if other than applicant) Email (Rep) steveragas@hotmail.com

Representative Signature Applicant Signature

Signed, sealed and delivered in presence of: My commission expires:

Notary Public

Needs Notary

* Titleholder RB Estates, LLC (titleholder's printed name) Phone 404-596-3413

Address PO BOX 669594, Marietta GA 30066 Email rbestates@hotmail.com

Signature

Signed, sealed, delivered in presence of: My commission expires:

Notary Public

Present Zoning District R-7 Requested Zoning M.U (Multiple USE)

Acreage 1.31 Land Lot(s) 453 District(s) 4 Section(s) 3

Location of Property: 25 Baker st. (street address, nearest intersections, etc.)

Reason for Rezoning Request: DEVELOP lot with two (2) - 4-plex units, total of (8) Rental units (attach additional statement as necessary)

*** Attach additional notarized signatures as needed on separate application pages.**

Item # 9

Item # 9

Application for Rezoning

City of Cartersville

Case Number: Z18-04
Date Received: 6/8/18

Public Hearing Dates:
Planning Commission July 09 19 5:30pm 1st City Council July 19 7:00pm 2nd City Council Aug. 2 7:00pm

Applicant RB Estates, LLC (printed name) Office Phone 404-596-3413
Address PO BOX 669594 Mobile/ Other Phone
City MARIETTA State GA Zip 30066 Email rbestates@hotmail.com
Steve Ragas Phone (Rep) 404-596-3413
Representative's printed name (if other than applicant) Email (Rep) steveragas@hotmail.com
Representative Signature Applicant Signature
Signed, sealed and delivered in presence of: My commission expires: Jan. 03, 2022
Notary Public

Taylor Dean Brooks NOTARY Expires GEORGIA Jan 3rd 2022 PUBLIC LOWNDES COUNTY

* Titleholder The Church of the Living God, INC (titleholder's printed name)
Address 114 Turning Leaf Way Email mtjt69@att.net
Signature Martha Q. Thomas
Signed, sealed, delivered in presence of: My commission expires: 01/03/2022
Notary Public

Taylor Dean Brooks NOTARY Expires GEORGIA Jan 3rd 2022 PUBLIC LOWNDES COUNTY

Present Zoning District R-7 (SF Residential) Requested Zoning MU (Multiple Use)
Acreage 1.31 Land Lot(s) 453 District(s) 4 Section(s) Summerhill
Location of Property: 25 Baker Street, Cartersville GA. 30120 (street address, nearest intersections, etc.)
Reason for Rezoning Request: Rezone property from R-7 to MU to match Housing Authority property across the street. Develop the lot with 2 4-plex units, total of 8 rental units (attach additional statement as necessary)

* Attach additional notarized signatures as needed on separate application pages.

CAMPAIGN DISCLOSURE REPORT
FOR REZONING ACTIONS

Pursuant to O.C.G.A. 36-67A-3 any and all applicants to a rezoning action must make the following disclosures:

Date of Application: 06/07/2018

Date Two Years Prior to Application: 06/07/2016

Date Five Years Prior to Application: 06/07/2013

1. Has the applicant within the five (5) years preceding the filing of the rezoning action made campaign contributions aggregating $250.00 or more to any of the following:

	YES	NO
Mayor: Matt Santini		✓
Council Member:		
Ward 1- Kari Hodge		✓
Ward 2- Jayce Stepp		✓
Ward 3- Cary Roth		✓
Ward 4- Calvin Cooley		✓
Ward 5- Gary Fox		✓
Ward 6- Taff Wren		✓
Planning Commission		
Greg Culverhouse		✓
Harrison Dean		✓
Lamar Pendley		✓
Lamar Pinson		✓
Travis Popham		✓
Jeffery Ross		✓
Stephen Smith		✓

2. If the answer to any of the above is **Yes**, please indicate below to whom, the dollar amount, date, and description of each campaign contribution, during the past five (5) years.

Signature 06/07/2018
Date

Steve Ragas
Print Name

Item # 9

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Overview

Legend

- Parcels
- Roads
- City Labels

Parcel ID	C002-0019-028	**Alternate ID**	32295	**Owner Address**	RB ESTATES LLC
Sec/Twp/Rng	n/a	**Class**	Residential		PO BOX 669594
Property Address	25 BAKER ST	**Acreage**	1.31		2886 SANDY PLAINS RD
	Cartersville				MARIETTA GA 30066

District Cartersville

Brief Tax Description LL 453 D 4 LOT 5 SUMMERHILL

(Note: Not to be used on legal documents)

Date created: 2/4/2019
Last Data Uploaded: 2/1/2019 9:07:20 PM

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PLAT BOOK 7 PAGE 28

Item # 9

WARRANTY DEED

GEORGIA, BARTOW COUNTY

BOOK 218 PAGE [illegible]

THIS INDENTURE, made and entered into this [illegible] day of [illegible], 1973, between the City of Cartersville, Georgia, hereinafter called first party, The House of God which is the Church of the Living God, The Pillar and Ground of the Truth without Controversy Inc., Keith Dominion and its' General, State, and Local Trustees: General Trustees: Bishop J. W. Jenkins, Bishop W. L. Nelson, Bishop F. J. Fletcher. State Trustees: Elder B. R. Grimes, Elder E. Mitchell, Elder M. Hicks, Local Trustees: Elder A. B. Clark, Rev. John T. Usher, Deaconess J. Leadbetters, and their successors in office, hereinafter called second parties,

WITNESSETH THAT: For and in consideration of $3,150.00 the receipt whereof is hereby acknowledged, first party, under and by virtue of resolutions adopted at the regular meeting of its' Mayor and Board of Aldermen held on May 7, 1973 does hereby grant, bargain, sell and convey unto second parties their successors and assigns, the following described property to wit:

All that tract or parcel of land lying and being in the City of Cartersville, Bartow County, Georgia, designated as Lot 5 of Block GG of said subdivision plat, more particularly described as beginning at an iron stake at the intersection of the west end of the south edge of the right-of-way of Carter Street with the south end of the west edge of Baker Street, and running thence south 01 degree 45 minutes 30 seconds west along the east line of Lot 5-A a distance of 290.63 feet to an iron stake at the intersection of the east line of Lot 21 of said Block with the north line of Lot 22 of said Block; thence north 70 degrees 31 minutes 30 seconds east along the north line of Lot 22 a distance of 55.52 feet to the northeast corner of said lot 22, and continuing north 70 degrees 22 minutes east a distance of 69.70 feet to the southwest corner of Lot No. 1 of said Block; thence north 11 degrees 48 minutes west along the west lines of Lots 1, 2, 3, and 4 a distance of 267.62 feet to an iron stake on the south edge of the right-of-way of Carter Street; thence south 48 degrees 26 minutes west along the south side of Carter Street a distance of 64.45 feet to the beginning point.

Also, all that tract or parcel of land lying and being in the City of Cartersville, Bartow County, Georgia, and being designated as Lot No. 5-A of Block GG of said subdivision plat, more particularly described as beginning at an iron stake at the intersection of the west end of the south edge of the right-of-way of Carter Street with the south end of the west edge of Baker Street, and running thence south 01 degree 45 minutes 30 seconds west along the west line of lot [illegible] a distance of 290.63 feet to an iron stake at the intersection of the east line of Lot 21 of said Block with the north line of lot 22 of said Block; thence north 26 degrees 29 minutes west along the east lines of Lots [illegible], 18, and 17 a distance of 355.40 feet to an iron stake at the southwest corner of Lot No. 6 of said Block; thence

Item # 9

north 77 degrees 40 minutes east along the south line of said Lot 6 a distance of 191.33 feet to an iron stake on the west edge of the right-of-way of Baker Street; thence south 15 degrees 41 minutes east along the west edge of Baker Street a distance of 63.11 feet to the beginning point, subject to the 15-foot utility easement along the south line of Lot No. 6, all as shown on said plat.

This conveyance is made subject to the covenants, restrictions, and reservations contained in and referred to by the deed from first party, as Local Public Agency under the Department of Housing and Urban Development, dated May 4, 1971 and recorded in Deed Book 193, Page 170, which provisions are herein incorporated by reference.

TO HAVE AND TO HOLD the said bargained premises unto second parties, together with all and singular the right, members and appurtenances thereof to the same in any manner, belonging or appertaining to the only proper use, benefit, and behoof of second parties forever, in FEE SIMPLE.

And first party will warrant and forever defend the right and title thereof unto second parties against the claims of all persons whomsoever.

IN TESTIMONY WHEREOF, First Party has executed and delivered these presents, under its seal, the day and year first shown written.

(SEAL)

CITY OF CARTERSVILLE, GEORGIA

By: Clyde Charles
Mayor

ATTEST: _____
City Clerk

Signed, sealed and delivered
in the presence of:

_____

_____
Notary Public
Bartow County, Georgia

Recorded May 23, 1973
Shady Jefferson, Dep

Item # 9

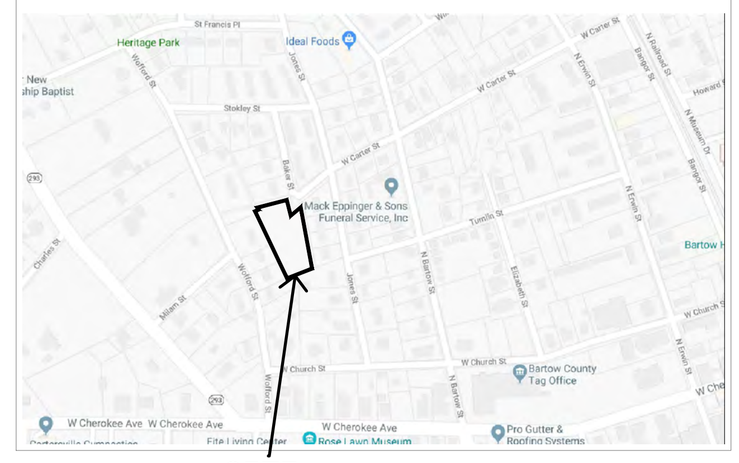
LOT DATA:

TAX ID: C002-0019-028

ADDRESS:25 Baker Street, Cartersville GA 30120

Jurisdiction: City of Cartersville

AREA MAP



SITE

SITE DATA

TOTAL SITE AREA	57,060 SF	1.31 ac
BLDG FOOTPRINT x 2	4,960 SF	
PARKING	7,500 SF	
PATIOS	650 SF	
TOTAL BUILD AREA	13,100 SF	23%
TOTAL NON-BUILD AREA	43,960 SF	77%

PARKING CALCULATIONS

2 SPACES PER UNIT	16 SPACES
GUEST SPACES	4 SPACES
TOTAL SPACES	20 SPACES

AREA CALCULATIONS

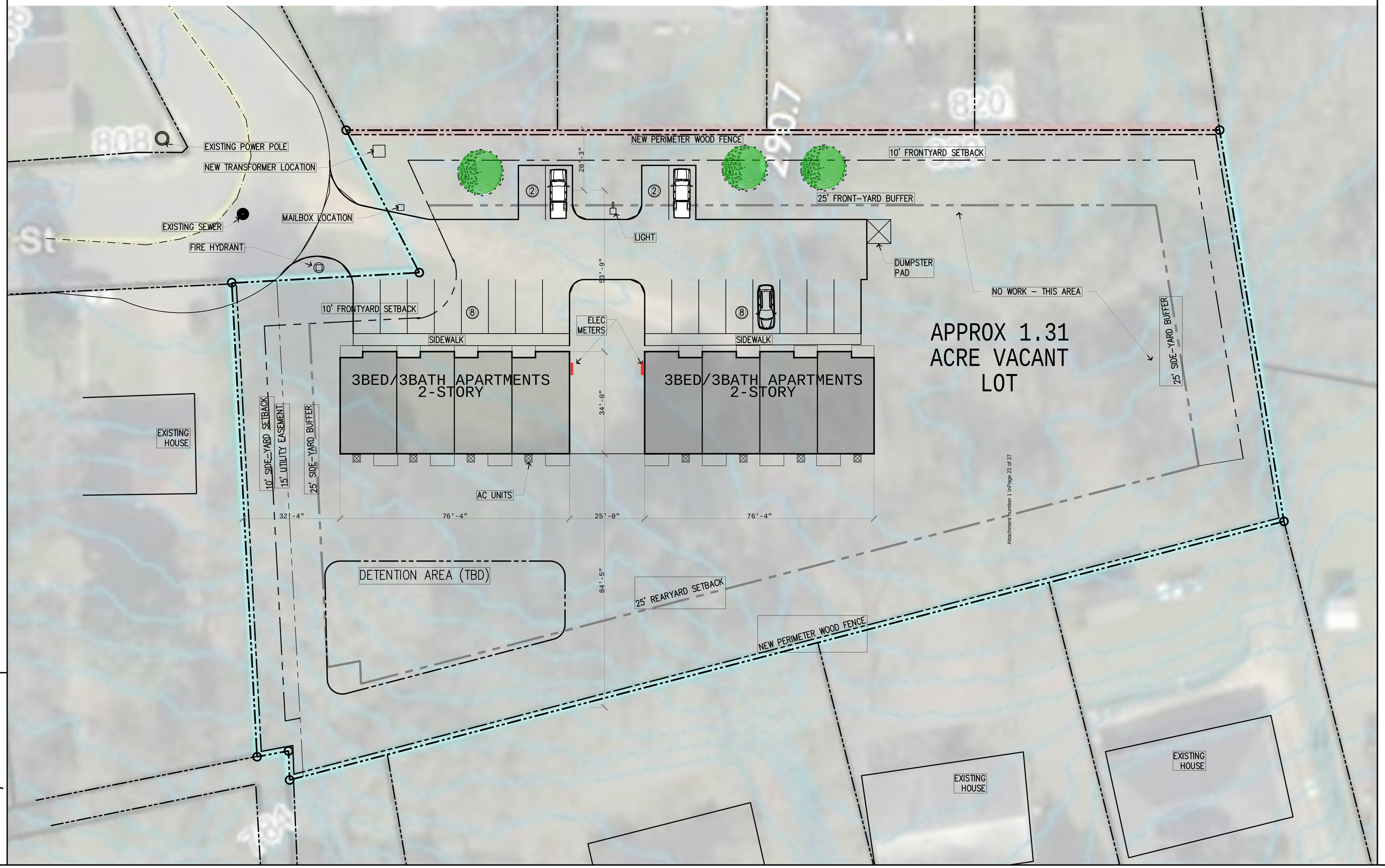
TOTAL UNITS (APARTMENTS)	8
TOTAL BUILDINGS	2
NUMBER OF FLOORS	2
BLDG FOOTPRINT	2,480sf
TOTAL BLDG FOOTPRINT	4,960sf
UNIT DESCRIPTION	3BED / 3BATH
UNIT SQ/FT	1,240sf
CURRENT ZONING	R-7
PROPOSED ZONING	MU

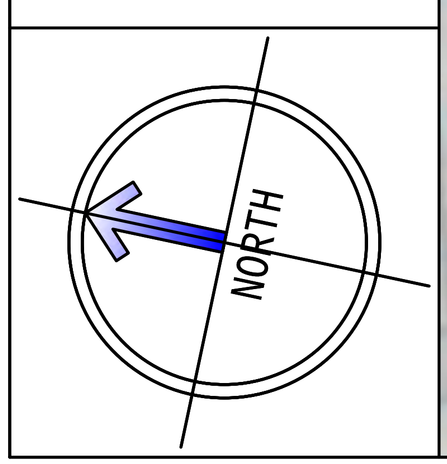
UNIT TOTALS:

UNIT A:	1,240 SF
UNIT B:	1,240 SF
UNIT C:	1,240 SF
UNIT D:	1,240 SF
TOTAL	4,960 SF

SITE TOTALS:

BLDG 1 - TOTAL	4,960 SF
BLDG 2 - TOTAL	4,960 SF
TOTAL AREA:	9,920 SF





RB Estates, LLC

PO Box 669594
MARIETTA GA
30066
404-596-3413

DATE:
11-01-2018

ISSUED:
02-04-2019

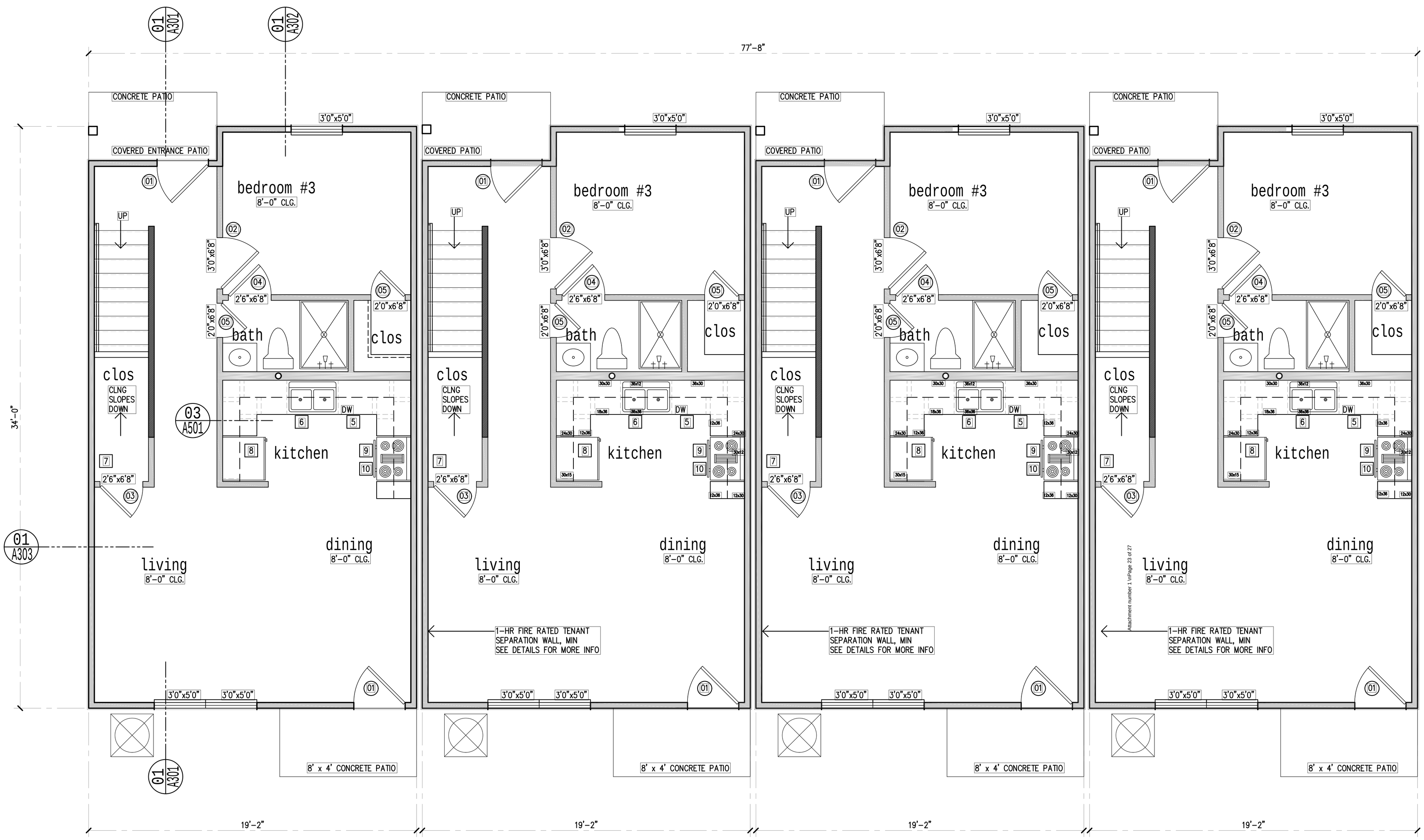
Rental Apartment Units
25 Baker Street
Cartersville GA 30120

Item # 9

SCALE:
3/32" = 1'-0"

SITE PLAN & NOTES

A-001



RB Estates, LLC

PO Box 669594
MARIETTA GA
30066
404-596-3413

DATE:
11-01-2018

ISSUED:
02-04-2019

Rental Apartment Units
25 Baker Street
Cartersville GA 30120

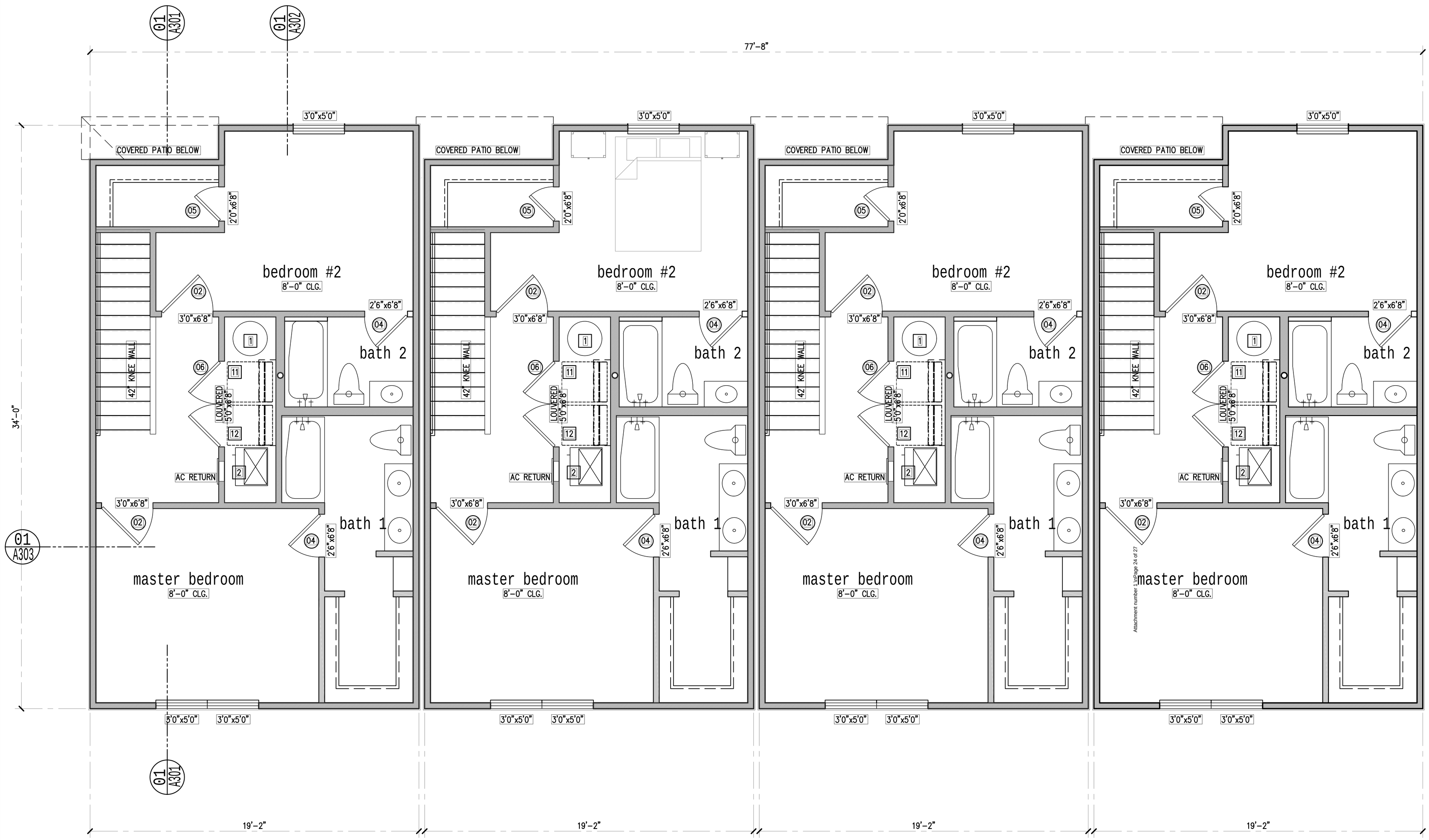
Item # 9

SCALE:
3/8" = 1'-0"

TYP 1st
FLOOR PLANS

A-101

Attachment number 1 \uPage 23 of 27



RB Estates, LLC
PO Box 669594
MARIETTA GA
30066
404-596-3413

DATE:
11-01-2018

ISSUED:
02-04-2019

Rental Apartment Units
25 Baker Street
Cartersville GA 30120

Item # 9

SCALE:
3/8" = 1'-0"

TYP 2nd
FLOOR PLANS

A-102

TYPICAL FRONT ELEVATION

TYPICAL REAR ELEVATION

RB Estates, LLC

PO Box 669594
MARIETTA GA
30066
404-596-3413

DATE:
11-01-2018

ISSUED:
02-04-2019

Rental Apartment Units
25 Baker Street
Cartersville GA 30120

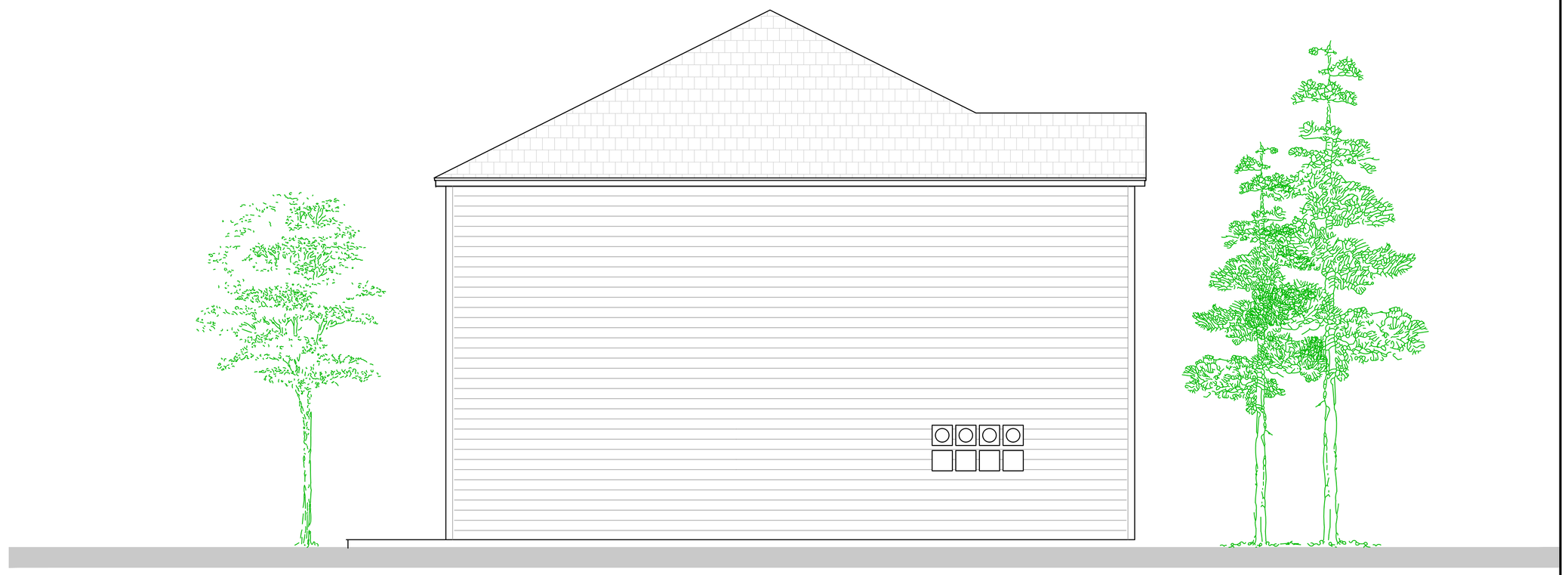
Item # 9

SCALE:
1/4" = 1'-0"

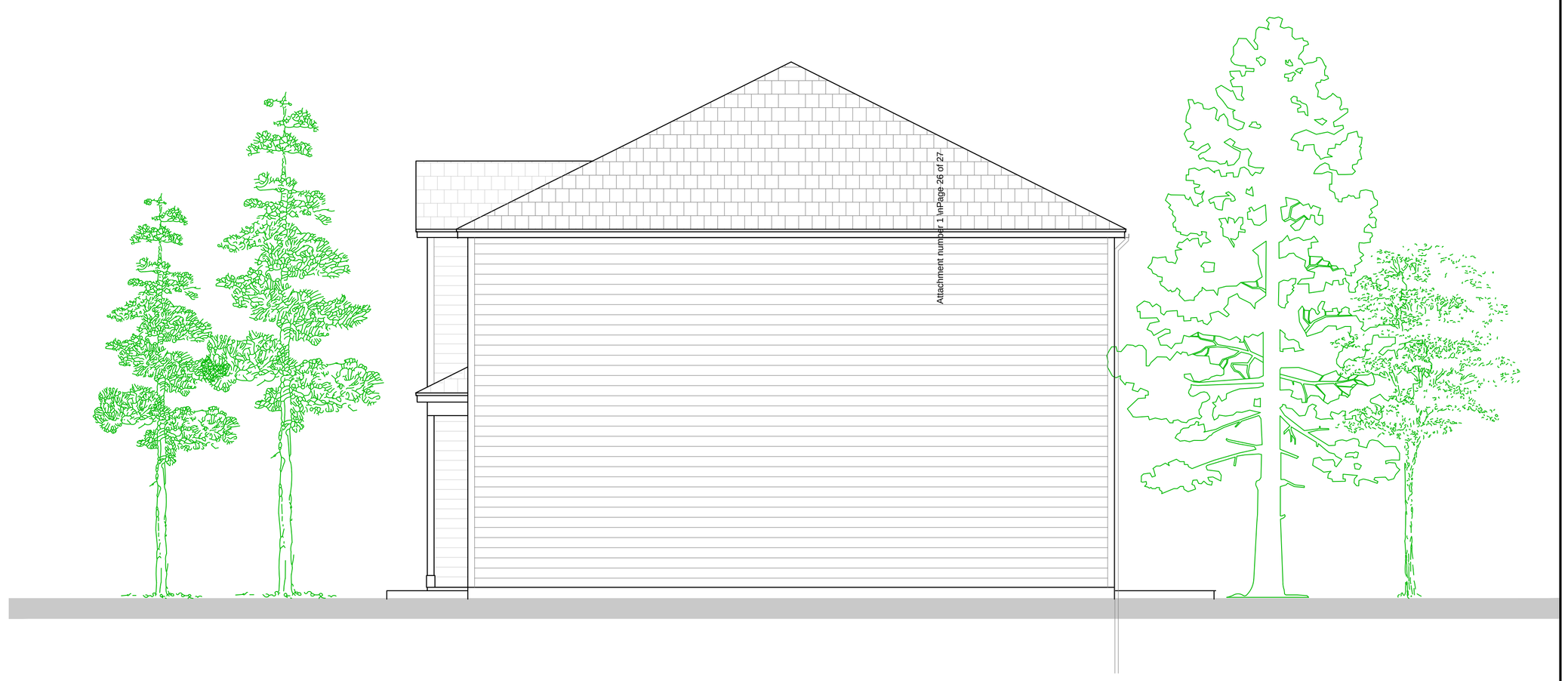
ELEVATIONS

A-201

Attachment Number 1 Page 25 of 67



WEST SIDE ELEVATION



EAST SIDE ELEVATION

Attachment number 1 to Page 26 of 27

RB Estates, LLC
PO Box 669594
MARIETTA GA
30066
404-596-3413

DATE:
11-01-2018

ISSUED:
02-04-2019

Rental Apartment Units
25 Baker Street
Cartersville GA 30120

Item # 9

SCALE:
1/4" = 1'-0"

ELEVATIONS

A-202

Z18-04. 25 Baker St. Public Hearing 2. 2-12-19

Item # 9

City of Cartersville

City Council Meeting
3/7/2019 7:00:00 PM
Z18-05: 1001/1003 North Tennessee St. & 10/14 Mimosa Ln. Applicant: EEC LP/Janet Thornbrough. Properties Contain Approx. 10.7 acres. Rezoning from M-U with Conditions and R-15 to M-U & RSL.

SubCategory:	Public Hearing - 2nd Reading of Zoning/Annexation Requests
Department Name:	Z18-05: 1001/1003 North Tennessee St. & 10/14 Mimosa Ln. Applicant: EEC LP/ Janet Thornbrough. Properties contain approx. 10.7 acres. Rezoning from M-U with conditions and R-15 to M-U & RSL.
Department Summary Recomendation:	This request is to reconfigure four existing lots and rezone the same from R-15 (Single Family residential) and M-U with a condition (Multiple Use) to RSL (Residential Senior Living) and M-U with a new condition. The total current acreage of the four parcels is approximately 13.44 acres. Approximately 10.2 acres are affected by the rezoning. All parcels are owned by the same owner.
City Manager's Remarks:	This zoning was tabled last year. The Planning Commission recommended approval. This is the second hearing.
Financial/Budget Certification:	
Legal:	
Associated Information:	

ZONING SYNOPSIS

Petition Number(s): **Z18-05**

APPLICANT INFORMATION AND PROPERTY DESCRIPTION

Applicant: **EEC LP (Janet Thornbrough)**

Representative: **Ron Goss**

Property Owner: **EEC LP; Janet Thornbrough**

Property Location: **1001/1003 N. Tennessee St. & 10 and 14 Mimosa Lane**

Access to the Property: **Tennessee St, Mimosa La, & Wildwood Dr.**

Site Characteristics:

Tract Size: Acres: **Tract 1: 5.655 +/-** **Tract 2: 4.799 +/-** District: **4th** Section: **3rd** LL(S): **453**

Ward: **1** Council Member: **Kari Hodge**

LAND USE INFORMATION

Tract 1 Current Zoning: **R-15 (Single Family Residential)**
Tract 1 Proposed Zoning: **RSL (Residential Senior Living)**
Proposed Use: **Single Family detached, age restricted community**

Tract 2 Current Zoning: **R-15 (Single Family Residential) and M-U* (Multiple-Use w/ conditions).**
Tract 2 Proposed Zoning: **M-U (Multiple Use- no conditions)**
Proposed Use: **Unknown. No plans at this time.**

Current Zoning of Adjacent Property:
North: **R-15 (Single Family Residential)**
South: **M-U (Multiple Use)**
East: **R-15 (Single Family Residential)**
West: **R-15 (Single Family Residential) and M-U (Multiple Use)**

The Future Development Plan designates the subject property as: **Transitional Use Area & Tennessee St. Corridor.**

The Future Land Use Map designates the subject property as:
Tract 1 (RSL): Low-Medium Density Residential
Tract 2(M-U): Commercial Mixed & Low-Medium Density Residential

ZONING ANALYSIS

Project Summary:

Update: Since the December meeting, the applicant has provided an updated concept site plan for the senior living development that addresses the missing information that caused the application to be tabled. The missing information has been added to the RSL requirements table. The applicant requests that the zoning application be addressed in two parts: 1) Tract 1 to be created for the RSL district and 2) Tract 2 to be created for the M-U district without conditions.
All original information has been provided except where updated information was available and noted.

The applicant proposes to reconfigure four (4) parcels into four (4) new parcels with new zoning. The total current acreage of the four parcels is approximately 13.44 acres. All parcels are owned by the same owner, Janet Thornbrough (applicant). The intent of reconfiguration is to protect one existing estate lot owned by the applicant and to promote redevelopment appropriate for the area of the remaining properties. For discussion and presentation purposes the reconfiguration has been divided into three (3) tracts.

Tract 1 is the largest of the three remaining tracts. Located at the corner of Mimosa Lane and Wildwood Drive, Tract 1 is expected to be approx. 5.66 acres and would be rezoned from R-15 to RSL (Residential Senior Living). An age restricted community is proposed with **33** individual lots for detached homes. The community would provide buffers and green space for its' residents while providing a transition between commercial and mixed-uses of the M-U district and the R-15 district.

Tract 2, comprised of 2 individual lots, is slightly smaller in area than Tract 1 with approx. 4.8 acres. Tract 2 is located at the corner of Mimosa Lane and N. Tennessee St. Existing portions of Tract 2 are zoned M-U with a zoning condition. The condition was established by Z02-4 and limits the number of multi-family units to 6 units per acre. Z02-4 was approved on 4-4-02. The applicant requests that the condition be removed. There are no redevelopment plans for Tract 2.

If apartments are desired for Tract 2, the following are true:

Units per Acre	Acreage	Total Units
6- current condition	4.8	29
8	4.8	38
10	4.8	48
12	4.8	58
14	4.8	67

Tract 3 would be comprised of the remaining property and would create a new boundary for the existing estate lot located immediately adjacent to and north of Tract 1. There is an existing house on this tract. There will be no change in zoning for this proposed lot. The current zoning is R-15.

Zoning Ordinance. Article VI- Single Family Dwelling District Regulations
Sec. 6.8. - RSL Residential Senior Living District Requirements (Tract 1)

Sub-section	General Standard	Allowed	Proposed	Difference
6.8.4	A concept plan shall be submitted with the application for rezoning to the RSL district, which shall include, but not be limited to:			
	Parking	---	Update: These items have been addressed on the revised site plan through notes and plan illustration. The details of these items will be addressed during plan review.	
	Utility Location	---		
	Setback Design	---		
	Reflective of development regulations	---		
6.8.5				
A	Height Regulations	SF Detached-35ft or 2.5 stories; SF Attached- 45ft or 3.5 stories.	35ft or 2.5 stories	OK
B	Min. lot size per dwelling unit	**SF Detached- 3,000sf;** SF Attached- 1,600sf.	**2,800sf**	**200sf under, but meets min. lot width and depth (35x80=2,800sf)**
C	Maximum Density	SF Detached- (6) un/gross ac; SF Attached- (10) un/ gross ac.	33 proposed. 34 allowed (5.655ac x 6 un)	OK
D	Min. Lot Frontage	SF Detached- 35ft, except cul-de-sacs. Cul de sacs- 20ft. SF Attached (Other)- 20ft.	35ft.	OK
E	Min. Lot Width	SF Detached- 35ft, except cul-de-sacs. Cul de sacs- 20ft. SF Attached (Other)- 20ft.	35ft.	
F	Min. Lot Depth	80 ft.	80ft.	OK
G	Min. Dev. Area	5 Acres	5.655	OK
H	Min. Heated Floor Area	1,000 sf.	1,000sf	OK
I	Setbacks	---		
1	Front Yard	10 ft.	10ft	
2	Side Yard	SF Detached- 2.5ft from any portion of the building including overhang. SF Attached- 10ft as measured from the end of each row.	Min. 2.5ft. from building or overhang	OK

Sub-section	General Standard	Allowed	Proposed	Difference
3	Rear Yard	20 ft.	20ft	OK
J	Landscape Buffer	10ft buffer around all property lines defining common space. Provide screen as needed per Sec. 4.17.	10ft	OK
K	Accessory Use, Buildings and Structures	Per Sec. 4.9	----	----
L	**Other Standards**			
1	A mandatory Owners Association	Declaration of CCRs, rules and regulations required.	To be provided prior to issuing Land Disturbance Permit	----
2	Principal Structures	50% exterior finish to include bricks, stone, stucco, fiber cement siding	Plan Review	----
3	Metal Panel Finish	Not allowed on buildings exceeding 150sf.	Plan Review	----
4	Max. Attached Units	A Max. of (6) units side by side	NA	----
5	Buffers	May be included within required setbacks; If required buffer is greater than setback, adhere to buffer dimension.	Plan Review	----
6	Min. Dwelling Units	A min. of (3) dwelling units in a row.	----	----
7	Parking	(2) spaces required per dwelling. Driveway parking counts as (1) space.	(2) spaces provided on lot	OK
8	Frontage, Roads and Driveways.	Lots must front a private or common driveway or public ROW; Common driveways may serve only (4) lots or (6) units; Common driveways must be a min 24 ft. wide	OK	OK
9	Open Space	Min. 10% of overall property.	3.5ac. or 63%	OK

City Departments Reviews- **For the Feb 12th hearing, no revisions required to the City department comments.** A concept plan review with city departments was held on Nov. 20th.

Electric: The Cartersville Electric System takes no exception to rezoning case Z18-05. We do have primary and secondary distribution in multiple locations on these properties. Utility conflicts and relocations will be addressed during the plan review process.

Fibercom: Cartersville Fibercom takes no exception to the rezoning as shown in the attachment. We have overhead fiber along the east side of the property and across the street on the south side.

Fire: No comments received.

Gas: In response to the following, the Gas System takes no exception as shown in the attachment, however, if natural gas service is requested, the Gas System requires 24/365, double-locking access to all City-owned natural gas facilities (attached plan shows development to be gated) and the proposed natural gas meter locations will be determined by the Gas System due to allowed setback constraints.

Public Works: No comments received.

Water and Sewer: See attached comments

CCSD: Marc Feuerbach, Superintendent, Regarding Tract 2: I will [withhold] specific comments until I hear further details about the plans as I will be interested to know the details of the units (1, 2, 3 bedroom, etc.). Thanks again for your help.

No comments received for Tract 1, RSL project.

Public Comments:

No public comments received for the Feb. 12th hearing as of Feb. 5th.

11/21/18: Mr. Gene Bunch, resident. Mr. Bunch called to share concerns about current traffic volumes during peak times on Tennessee Street and Hwy 41 and how the proposed project(s) would increase traffic volumes and complicate access to and from local streets. Other neighbors had the same concerns. Mr. Bunch and his neighbors were invited to attend the public hearings.

12/7/18: Local resident called with general inquiry. Invited to attend public hearings.

STANDARDS FOR EXERCISE OF ZONING POWERS.

1. *The existing land uses and zoning of nearby property.*
Tract 1: R-15 zoning to the east and north is appropriate. MU zoning to the south and west may be appropriate. Land is available to include appropriate buffers as needed.

Tract 2: M-U zoning and commercial land uses border this tract on the south and west. R-15 with a low impact County use is to the north. The proposed RSL zoning would be to the east. The M-U zoning without conditions may be appropriate.

2. *The suitability of the subject property for the zoned purposes.*
Tract 1: The property seems suitable for an RSL zoning.

Tract 2: The properties seem suitable for many M-U zoned land uses.

3. *The relative gain to the public, as compared to the hardship imposed upon the individual property owner.*
Tract 1: The proposed development would introduce a housing product that would likely be in high demand. Construction activities may impose a short-term inconvenience on adjacent property owners.

Tract 2: More information needed for analysis.

4. *Whether the subject property has a reasonable economic use as currently zoned.*
Tract 1: The property may be underutilized as a large estate lot.

Tract 2: The properties may currently be underutilized.

5. *Whether the zoning proposal will permit a use that is suitable in view of the use and development of adjacent and nearby property.*
Tract 1: The zoning proposal may permit a use that is suitable in view of the use of the adjacent residential properties. The proposed use is a residential use with a housing product similar to the adjacent R-15 properties.

Tract 2: More information is needed for analysis.

6. *Whether the proposed zoning will adversely affect the existing use or usability of adjacent or nearby property.*
Tract 1: The proposed zoning is not expected to have an adverse effect on the existing use or usability of the adjacent properties.

Tract 2: The proposed zoning with the multi-family condition of 6 units/ acre removed may not have an adverse effect on the existing use or usability of the adjacent properties as long as all zoning standards are followed. If a multi-family project is proposed, it should be less than 14 units/ acre based on the Future Land Use Map. A low to medium density unit count is preferred.

7. *Whether the zoning proposal is in conformity with the current future development plan and community agenda of the comprehensive land use plan as currently adopted or amended in the future.*
Tract 1: The zoning proposal generally conforms with the Future Development Plan and Comprehensive Land Use Plan.

Tract 2: The zoning proposal generally conforms with the Future Development Plan and Comprehensive Land Use Plan.

8. *Whether the zoning proposal will result in a use which will or could adversely affect the environment, including but not limited to drainage, wetlands, groundwater recharge areas, endangered wildlife habitats, soil erosion and sedimentation, floodplain, air quality, and water quality and quantity.*
Tract 1: Development resulting from an approved zoning proposal would be required to meet all local, state, and federal environmental regulations.

Tract 2: More information about a use is needed for analysis. A development project would be required to meet all local, state, and federal environmental regulations.

9. *Whether the zoning proposal will result in a use which will or could cause an excessive or burdensome use of existing streets, transportation facilities, utilities, or schools.*
Tract 1: The zoning proposal is not expected to create a burden on public facilities or utilities.

Tract 2: More information about the use is needed for analysis.

10. *Whether there are other existing or changing conditions affecting the use and development of the property which give supporting grounds for either approval or disapproval of the zoning proposal.*
Tract 1: There are no other known conditions affecting the use or development of the property.

Tract 2: There are no other known conditions affecting the use or development of the property.

STAFF RECOMMENDATION (Revised):

For Tract 1, staff supports an RSL zoning district for this location as it seems to be a proper zoning category to transition from the R-15 district to the M-U district. The applicant provided information that demonstrates how the project would comply with RSL development standards per Sec. 6.8.

For Tract 1, staff recommends approval for rezoning from R-15 to RSL.

For Tract 2, staff recommends approval for rezoning from R-15 and M-U with conditions to M-U with a condition to limit Multi-Family units from 6 to 10 units/ acre, as determined by the Planning Commission, to comply with the future land use map requirements for low-medium residential density.

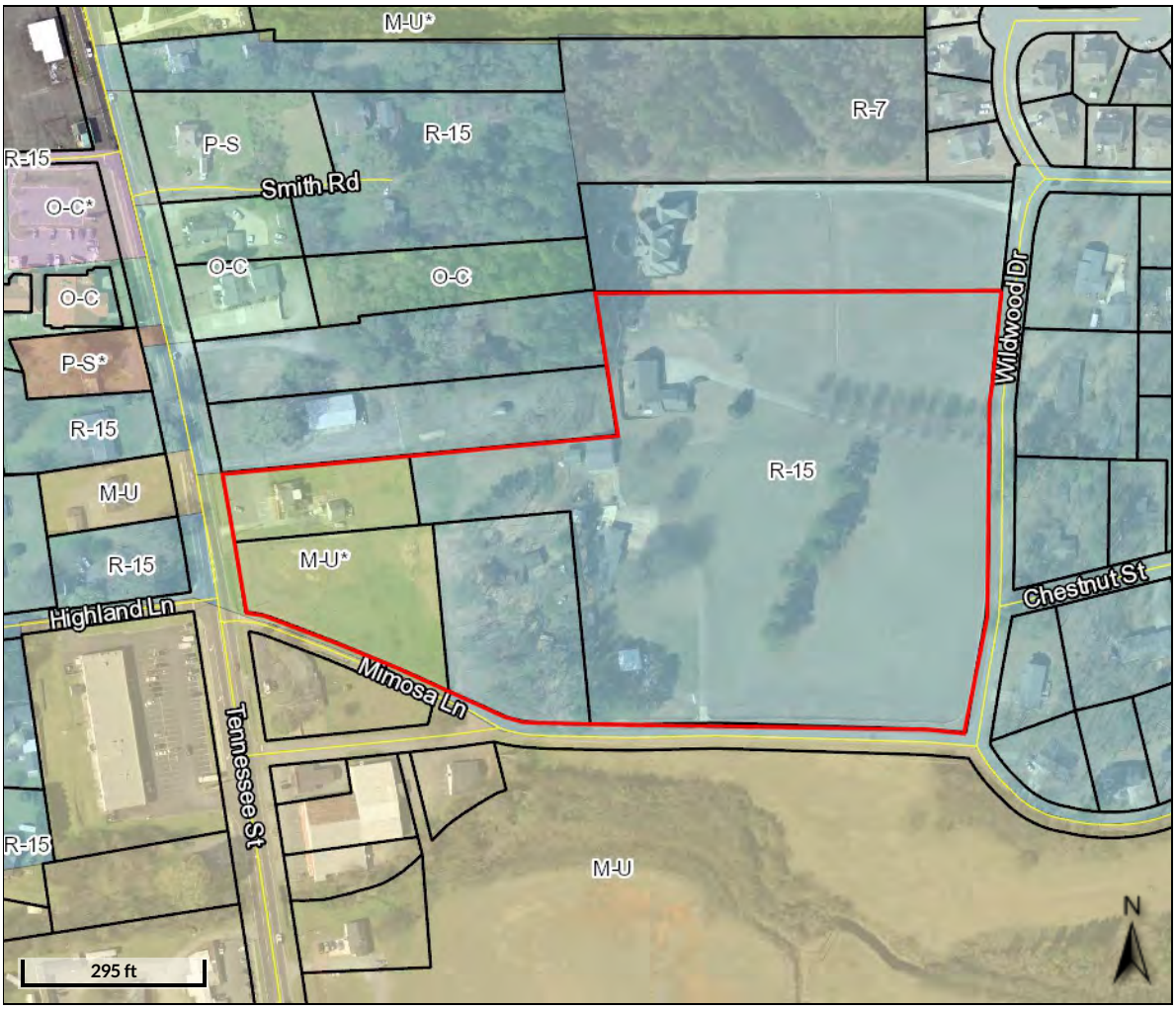
PLANNING COMMISSION RECOMMENDATION:

Recommends Approval with conditions (4-0)

Approve Tract 1 for the Residential Senior Living as presented.
Approve Tract 2, M-U (Multiple Use), per the following conditions:

1) **Remove the existing M-U condition to limit the number of multi-family units to 6 units/ acre; and**
2) **Limit the number of multi-family units for the new M-U lot configuration to 8 units/ acre.**

qPublic.net™ Bartow County, GA



Overview

Legend

- Parcels
- Roads
- City Labels

Cartersville Zoning

- AG
- DBD
- G-C
- G-C*
- H-I
- H-I*
- L-I
- L-I*
- M-U
- M-U*
- MF-14
- MF-14*
- MN
- O-C
- O-C*
- P-D
- P-D*
- P-I
- P-S
- P-S*
- R-10
- R-10*
- R-15
- R-15*
- R-20
- R-20*
- R-7
- R-7*
- R-D
- RA-12
- RA-12*

Parcel ID	C001-0015-015	**Alternate ID**	31912	**Owner Address**	FIRST NATIONAL BANK OF NORTH WEST GEORGIA
Sec/Twp/Rng	n/a	**Class**	Commercial		

Property Address 314 E MAIN ST
Cartersville

Acreage 2.35

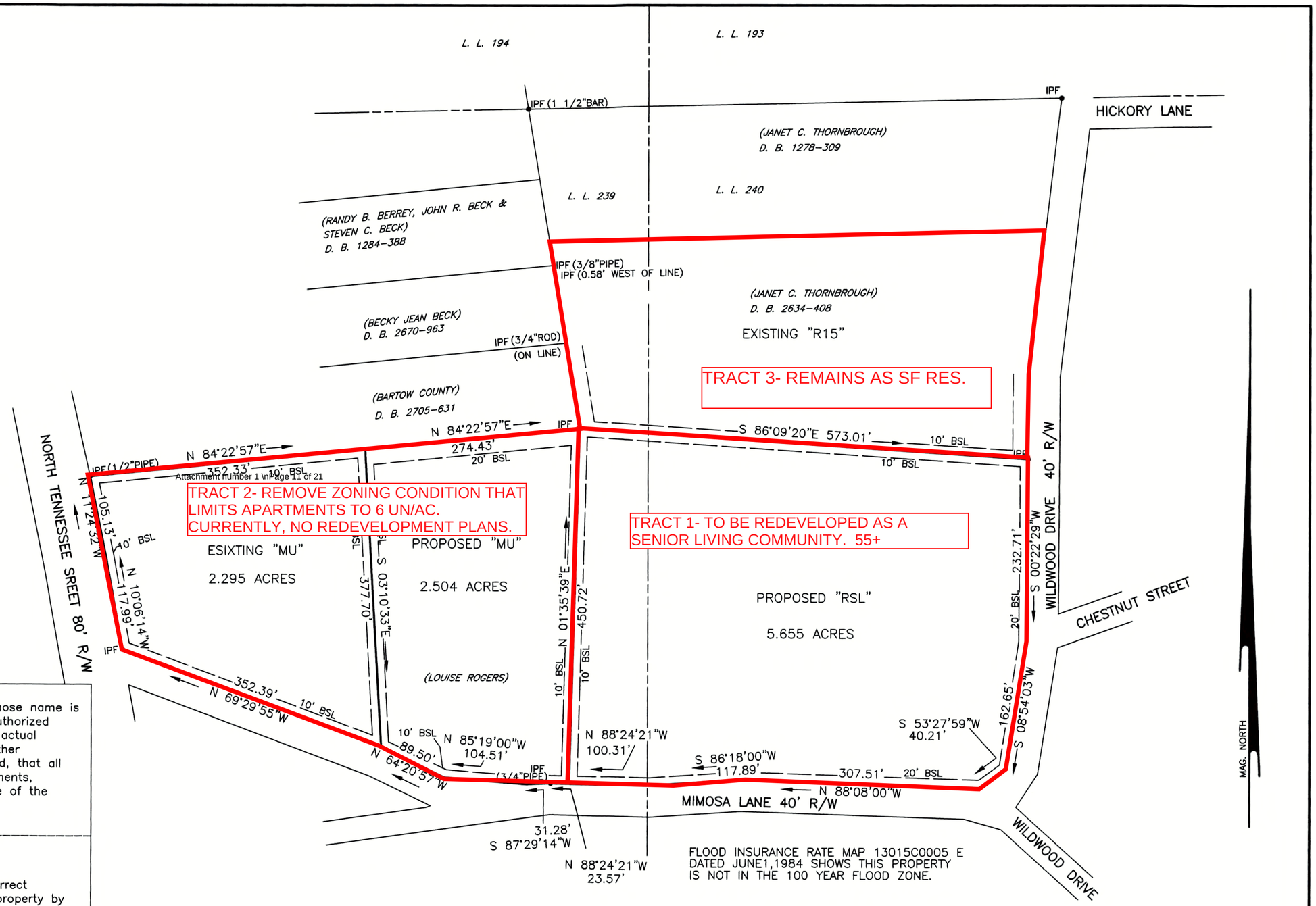
C/O BB&T PROPERTY TAX DEPT
P O BOX 167
WINSTON-SALEM NC 27102-0167

District Cartersville
Brief Tax Description BB&T
(Note: Not to be used on legal documents)

Date created: 12/5/2018
Last Data Uploaded: 12/4/2018 9:16:48 PM

Developed by Schneider GEOSPATIAL

SPACE FOR CLERK OF SUPERIOR COURT



OWNER'S CERTIFICATE
The owner of the land shown on this plat and whose name is subscribed hereto, in person or through a duly authorized agent, certifies that this plat was made from an actual survey, that all state, city and county taxes or other assessments now due on this land have been paid, that all streets, water systems, drains and drainage easements, and public places shown are dedicated to the use of the public forever.

Owner _____ Date _____

SURVEYOR'S CERTIFICATE
It is hereby certified that this plat is true and correct and was prepared from an actual survey of the property by me or under my supervision, that all monuments shown hereon actually exist and their location, size, type and material are correctly shown, and that all requirements of the development and zoning regulations have been fully complied with.

Surveyor _____ Date 11-08-2018

CITY OF CARTERSVILLE CERTIFICATE:
In accordance to the City of Cartersville Development Regulations and the City's Zoning Ordinance, all requirements of approval having been fulfilled, this plat was given final approval by the following City personnel on behalf of the City of Cartersville:

Zoning Administrator _____ Date _____

Water Superintendent _____ Date _____

City Engineer _____ Date _____

DATE OF LAST FIELD SURVEY:
11-8-2018

3423.CRD 3423-4.DWG
NOTE: IRON PINS ARE (1/2"RE-BAR) EXCEPT AS SHOWN.

REZONING SURVEY FOR
JANET C. THORNBROUGH & TED W. THORNBROUGH
PROPERTY IN THE CITY OF CARTERSVILLE
PROPERTY IN LAND LOTS 239 & 240
4th DISTRICT, 3rd SECTION
BARTOW COUNTY, GEORGIA
TOTAL AREA = 10.454 ACRES

FLOOD INSURANCE RATE MAP 13015C0005 E DATED JUNE1,1984 SHOWS THIS PROPERTY IS NOT IN THE 100 YEAR FLOOD ZONE.

FIELD TRAVERSE:
CLOSURE; ONE FOOT IN 30,000 FEET
USING A LIETZ SET 3.
ANGULAR ERROR; 0°00'06"PER ANGLE
POINT USING A LIETZ SET 3.
ADJUSTED; USING THE COMPASS RULE.

SMITH & SMITH LAND SURVEYORS, P.C.
2 SOUTH AVENUE, CARTERSVILLE, GA. 30120
PHONE 770-382-0457
REGISTERED LAND SURVEYOR No. 1803

R/W — RIGHT OF WAY	R — RADIUS LP— LIGHT POLE
IPP — IRON PIN PLACED	-X-X— FENCE
IPF — IRON PIN FOUND	LAND LOT LINE
CM — CONCRETE MARKER	℄ CENTER LINE
CH.— CHORD	POWER LINE
L OR A— LENGTH OF CURVE	PP— POWER POLE

GEORGIA REGISTERED No. 1803 LAND SURVEYOR WILLIAM C. SMITH

PLAT CLOSURE;
ONE FOOT IN
245,000 FEET.

APRIL 5, 1989
REVISED 5-25-1999
REVISED 11-8-2018

0 20 100
10 50 150
SCALE 1"=100'

FILE 3423-4

Sec. 6.8. - RSL Residential senior living district.

6.8.1. *RSL district scope and intent.* The RSL district is established to provide locations for the development of appropriate housing for the population ages fifty-five (55) and older, as further described in section 3.1.9 of this chapter. In order to ensure that older Bartow County residents can live in housing appropriate to their specific needs, the following regulations are designed to facilitate development which addresses the decreasing mobility, changing health, and distinct consumer preferences of the older adult market. These uses shall not be established as a precedent for any other residential or nonresidential district.

6.8.2. *Definitions.*

A. *Housing facility* means individual housing units designed for senior adults ages fifty-five (55) and older which may or may not include or provide any type of supportive services such as transportation, medical care, food preparation, and the like. Said housing facility may include, but not be limited to, fee simple condominium, townhouse, patio home, and the like.

6.8.3. *Use regulations.* Within the RSL district, land and structures shall be used in accordance with standards herein. Any use not specifically designated as a permitted use in this section shall be prohibited.

A. *Permitted uses.* Structures and land may be used for only the following purposes:

1. Housing facility, as defined herein.

6.8.4. *Application requirements.* A concept plan shall be submitted with the application for rezoning to the RSL district, which shall include, but not be limited to, parking, utility location, and setback design for the proposed development. The concept plan shall be subject to the development regulations of the City of Cartersville. The zoning administrator shall have the discretion to vary any and all development standards set forth in section 6.8.5 below up to a maximum of thirty (30) percent.

6.8.5. *Development standards.*

A. *Height regulations.* Single-family residential detached buildings shall not exceed a height of thirty-five (35) feet or two and one-half (2½) stories, whichever is higher; single-family residential attached buildings shall not exceed a height of forty-five (45) feet or three and one-half (3½) stories, whichever is higher.

B. *Minimum lot area per dwelling unit:*

1. *Single-family detached:* Three thousand (3,000) square feet.
2. *Single-family attached:* One thousand six hundred (1,600) square feet.

C. *Maximum density:*

1. *Single-family detached:* Six (6) units per gross acre.
2. *Single-family attached:* Ten (10) units per gross acre.

D. *Minimum lot frontage.* Thirty-five (35) feet for single-family detached, except for cul-de-sac lots, which shall be twenty (20) feet. All other uses shall be twenty (20) feet.

E. *Minimum lot width.* Thirty-five (35) feet for single-family detached, except for cul-de-sac lots which shall be twenty (20) feet. All other uses shall be twenty (20) feet.

F. *Minimum lot depth:* Eighty (80) feet.

G. *Minimum development area:* Five (5) acres.

H. *Minimum heated floor area:* One thousand (1,000) square feet.

I. *Setbacks:*

1. *Front yard setback:* Ten (10) feet.
2. *Side yard setback:* Ten (10) feet for single-family attached as measured from the end of each row,

and two and one-half (2½) feet for single-family detached, as measured from any part of the structure (including any over-hang).

3. *Rear yard setback:* Twenty (20) feet.

J. *Landscape buffer requirement.* A ten-foot wide buffer is required along property lines as designated common space which abuts a single-family district or use to provide a visual screen in accordance with section 4.17 of this chapter.

K. *Accessory use, building and structure requirements.* See section 4.9 of this chapter.

L. *Other required standards.*

1. A mandatory owners association must be formed and incorporated which provides for building and grounds maintenance and repair, insurance and working capital. Said association must also include a declaration and bylaws, including rules and regulations. The declarations and bylaws shall not be enforced by the city. The declarations and bylaws shall, at a minimum, regulate and control the following: private roads, animals, signs, exterior items such as fences, lawn ornaments and restrictions or removal of landscape areas and buffers, building improvements, outside storage, overnight parking of vehicles, decorations, trash collection, restrictions on all units being occupied by persons aged fifty-five (55) and older as defined by the Fair Housing Act as may be amended from time to time and accessory buildings and structures, or the like. It shall be the responsibility of the homeowners' association to enforce the Declaration of Covenants, Conditions and Restrictions, rules, and regulations.
2. Principal structures on lots within the RSL district shall have a minimum of fifty (50) percent finish product on the exterior walls of the buildings consisting of brick, stone, hard-coat stucco, or fiber cement siding.
3. A metal panel exterior finish product shall not be allowed on metal buildings exceeding one hundred fifty (150) square feet in gross floor area constructed or placed on lots within the RSL district.
4. No more than six (6) units may be attached side by side.
5. Required buffers may be included within required setbacks, however, in such case that the required buffer is greater than the required setback, the required buffer shall be adhered to. Additionally, necessary private utilities and/or access drives may be allowed through, over or across a landscaped border.
6. No fewer than three (3) dwelling units in a row shall be allowed.
7. Required parking shall be two (2) spaces per dwelling unit. Parking in driveways shall be allowed to count as one (1) space towards the parking requirement.
8. Building lots shall have frontage on a private drive, public right-of-way, or common driveway. A common driveway shall be used to access a maximum of four (4) lots or six (6) units. A common drive shall be placed in a minimum of a twenty-four-foot unobstructed corridor.
9. A minimum ten (10) percent of overall property shall be set aside for open space.

6.8.6. *Other regulations.* The headings below contain additional, but not necessarily all, provisions applicable to the RSL district.

- Fair Housing Act in 42 U.S.C. 3601-3631.
- City of Cartersville Landscaping Ordinance.
- City of Cartersville Sign Ordinance.

Ordinance

of the

City of Cartersville, Georgia

Ordinance No. 18-02

NOW BE IT AND IT IS HEREBY ORDAINED by the Mayor and City Council of the City of Cartersville, Georgia that all that certain tract of land owned by Earnest Cochran. Property is located at 1001 and 1003 North Tennessee Street. Said property contains 2.295 acres located in the 4th District, 3rd Section, Land Lot 239 as shown on the attached plat Exhibit "A". Property is hereby rezoned from R-15 (S/F Residential) to M-U (Mixed Use) with the following conditions. Zoning will be duly noted on the official zoning map of the City of Cartersville, Georgia.

1. Multi-Family development is limited to six (6) dwelling units per acre.

Item # 10

BE IT AND IT IS HEREBY ORDAINED.

ADOPTED this the 21st day of March 2002. First Reading
ADOPTED this the 4th day of April 2002. Second Reading.

/s/_____
Michael G. Fields
Mayor

ATTEST:

/s/_____
Sandra E. Cline
City Clerk

Application for Rezoning

City of Cartersville

Case Number: Z1805

Date Received: 11/2/18

Public Hearing Dates:

Planning Commission Dec 11 **5:30pm** **1st City Council** Dec 20 **7:00pm** **2nd City Council** Jan 4 **7:00pm**

Applicant EEC LP JANET THORNBROUGH (printed name) Office Phone

Address PO Box 1206 Mobile/ Other Phone 770-655-5007

City Cartersville State Ga Zip 30120 Email twtjct@aol.com

Ron Goss Jr. / Lourens Vermaas Phone (Rep) 770-861-9190 / 404-391-9787

Representative's printed name (if other than applicant) Email (Rep) ron@mg.contractors lourensvermass@gmail.com

Representative Signature Applicant Signature

Signed, sealed and delivered in presence of:

Joy M. Carson

Notary Public

JOY M. CARSON MY COMMISSION EXPIRES JAN. 3 2019 BARTOW CO., GEORGIA NOTARY PUBLIC

My commission expires:

* Titleholder EEC LP JANET THORNBROUGH (titleholder's printed name) Phone 770-655-5007

Address PO Box 1206 Cartersville Email twtjct@aol.com

Signature GP

Signed, sealed, delivered in presence of:

Joy M. Carson

Notary Public

JOY M. CARSON MY COMMISSION EXPIRES JAN. 3 2019 BARTOW CO., GEORGIA NOTARY PUBLIC

My commission expires:

Present Zoning District MU* AND R15 Requested Zoning MU AND RSL

Acreage 10.7 +/- Land Lot(s) 239 & 240 District(s) 4 Section(s) 3

Location of Property: 1001 & 1003 N. Tennessee ST AND 10 & 14 MIMOSA LANE (street address, nearest intersections, etc.)

Reason for Rezoning Request: Promote the redevelopment of the property

(attach additional statement as necessary)

*** Attach additional notarized signatures as needed on separate application pages.**

CAMPAIGN DISCLOSURE REPORT
FOR REZONING ACTIONS

Pursuant to O.C.G.A. 36-67A-3 any and all applicants to a rezoning action must make the following disclosures:

Date of Application: November 1, 2018

Date Two Years Prior to Application: November 1, 2016

Date Five Years Prior to Application: November 1, 2013

1. Has the applicant within the five (5) years preceding the filing of the rezoning action made campaign contributions aggregating $250.00 or more to any of the following:

	YES	NO
Mayor: Matt Santini		
Council Member:		
Ward 1- Kari Hodge		
Ward 2- Jayce Stepp		
Ward 3- Cary Roth		
Ward 4- Calvin Cooley		
Ward 5- Gary Fox		
Ward 6- Taff Wren		
Planning Commission		
Greg Culverhouse		
Harrison Dean		
Lamar Pendley		
Lamar Pinson		
Travis Popham		
Jeffery Ross		
Stephen Smith		

2. If the answer to any of the above is **Yes**, please indicate below to whom, the dollar amount, date, and description of each campaign contribution, during the past five (5) years.

Signature 11-1-18 Date

Janet Thornbrough
Print Name

Item # 10

CAMPAIGN DISCLOSURE REPORT
FOR REZONING ACTIONS

Pursuant to O.C.G.A. 36-67A-3 any and all applicants to a rezoning action must make the following disclosures:

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Council Member:		
Ward 1- Kari Hodge		
Ward 2- Jayce Stepp		
Ward 3- Cary Roth		
Ward 4- Calvin Cooley		
Ward 5- Gary Fox		
Ward 6- Taff Wren		
Planning Commission		
Greg Culverhouse		
Harrison Dean		
Lamar Pendley		
Lamar Pinson		
Travis Popham		
Jeffery Ross		
Stephen Smith		

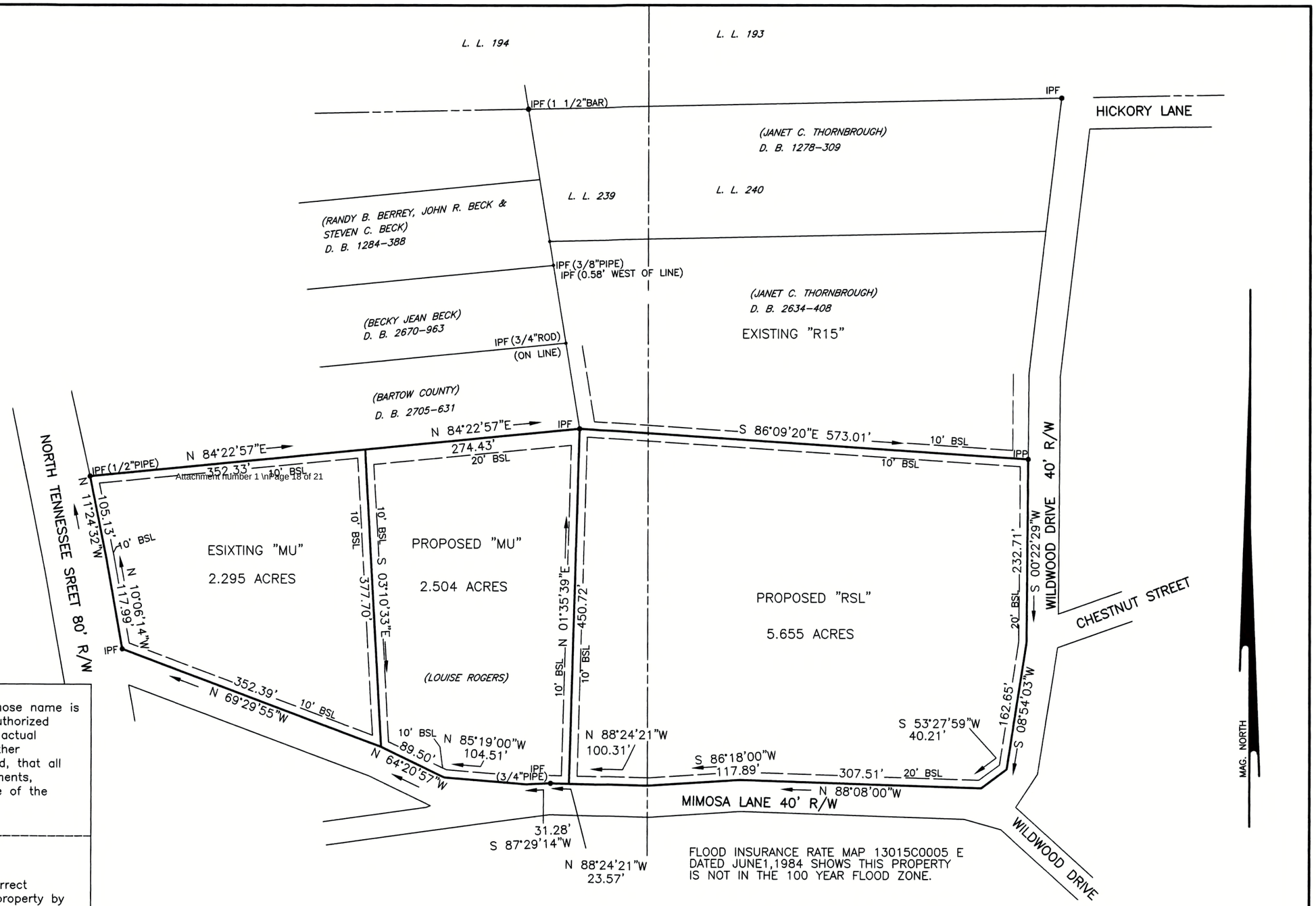
2. If the answer to any of the above is **Yes**, please indicate below to whom, the dollar amount, date, and description of each campaign contribution, during the past five (5) years.

Signature 11-1-18 Date

EEC, LP / Janet THORNBROUGH AS OFFICER
Print Name

Item # 10

SPACE FOR CLERK OF SUPERIOR COURT



Attachment number 1 \n Page 18 of 21

OWNER'S CERTIFICATE
The owner of the land shown on this plat and whose name is subscribed hereto, in person or through a duly authorized agent, certifies that this plat was made from an actual survey, that all state, city and county taxes or other assessments now due on this land have been paid, that all streets, water systems, drains and drainage easements, and public places shown are dedicated to the use of the public forever.

Owner _____ Date _____

SURVEYOR'S CERTIFICATE
It is hereby certified that this plat is true and correct and was prepared from an actual survey of the property by me or under my supervision, that all monuments shown hereon actually exist and their location, size, type and material are correctly shown, and that all requirements of the development and zoning regulations have been fully complied with.

Surveyor _____ Date 11-08-2018

CITY OF CARTERSVILLE CERTIFICATE:
In accordance to the City of Cartersville Development Regulations and the City's Zoning Ordinance, all requirements of approval having been fulfilled, this plat was given final approval by the following City personnel on behalf of the City of Cartersville:

Zoning Administrator _____ Date _____

Water Superintendent _____ Date _____

City Engineer _____ Date _____

DATE OF LAST FIELD SURVEY:
11-8-2018

3423.CRD 3423-4.DWG

NOTE: IRON PINS ARE (1/2"RE-BAR) EXCEPT AS SHOWN.

REZONING SURVEY FOR
JANET C. THORNBROUGH & TED W. THORNBROUGH
PROPERTY IN THE CITY OF CARTERSVILLE
PROPERTY IN LAND LOTS 239 & 240
4th DISTRICT, 3rd SECTION
BARTOW COUNTY, GEORGIA
TOTAL AREA = 10.454 ACRES

FLOOD INSURANCE RATE MAP 13015C0005 E DATED JUNE1,1984 SHOWS THIS PROPERTY IS NOT IN THE 100 YEAR FLOOD ZONE.

FIELD TRAVERSE:
CLOSURE; ONE FOOT IN 30,000 FEET
USING A LIETZ SET 3.
ANGULAR ERROR; 0°00'06"PER ANGLE
POINT USING A LIETZ SET 3.
ADJUSTED; USING THE COMPASS RULE.

SMITH & SMITH LAND SURVEYORS, P.C.
2 SOUTH AVENUE, CARTERSVILLE, GA. 30120
PHONE 770-382-0457
REGISTERED LAND SURVEYOR No. 1803

R/W — RIGHT OF WAY	R — RADIUS LP— LIGHT POLE
IPP — IRON PIN PLACED	—X—X— FENCE
IPF — IRON PIN FOUND	LAND LOT LINE
CM — CONCRETE MARKER	℄ CENTER LINE
CH. — CHORD	POWER LINE
L OR A— LENGTH OF CURVE	PP— POWER POLE

GEORGIA REGISTERED No. 1803 LAND SURVEYOR WILLIAM C. SMITH

PLAT CLOSURE;
ONE FOOT IN
245,000 FEET.

APRIL 5, 1989
REVISED 5-25-1999
REVISED 11-8-2018

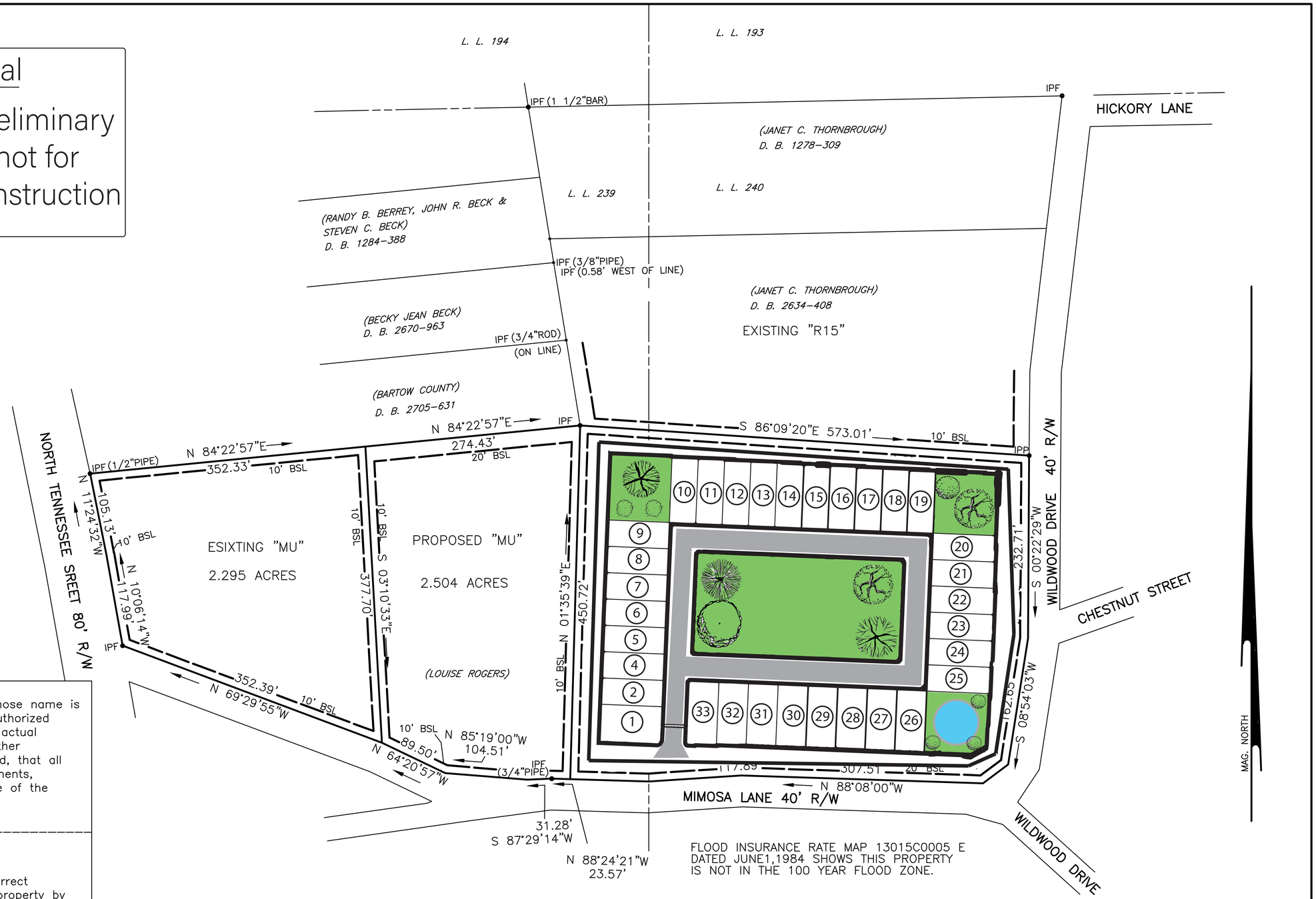
0 20 100
10 50 150
SCALE 1"=100'

FILE 3423-4

SPACE FOR CLERK OF SUPERIOR COURT

Seal

Preliminary not for construction



Develpoment Data:

1. Development Size 5.655 Acres
2. Current Zoning: R15
   Proposed Zoning: RSL
   (Residential Senior Living)
3. Parking to be met on individual lots
4. Utilities Within Right of Way
6. Note 10' Perimeter Buffer Per RSL
8. Minimum Lot Size 35' X 80'
7. Front Yard Set Back 10' Back yard set back 20'
   Height Not to Exceed 35 Ft or 2.5 Stories
8. Minimum Heated Floor Area 1,000sf

OWNER'S CERTIFICATE
The owner of the land shown on this plat and whose name is subscribed hereto, in person or through a duly authorized agent, certifies that this plat was made from an actual survey, that all state, city and county taxes or other assessments now due on this land have been paid, that all streets, water systems, drains and drainage easements, and public places shown are dedicated to the use of the public forever.

_____ _____
Owner Date

SURVEYOR'S CERTIFICATE
It is hereby certified that this plat is true and correct and was prepared from an actual survey of the property by me or under my supervision, that all monuments shown hereon actually exist and their location, size, type and material are correctly shown, and that all requirements of the development and zoning regulations have been fully complied with.

_____ 11–08–2018
Surveyor Date

CITY OF CARTERSVILLE CERTIFICATE:
In accordance to the City of Cartersville Development Regulations and the City's Zoning Ordinance, all requirements of approval having been fulfilled, this plat was given final approval by the following City personnel on behalf of the City of Cartersville:

_____ _____
Zoning Administrator Date

_____ _____
Water Superintendent Date

_____ _____
City Engineer Date

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PHONE 770–382–0457
REGISTERED LAND SURVEYOR No. 1803

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IPP —o— IRON PIN PLACED	–X–X— FENCE
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ONE FOOT IN
245,000 FEET.

APRIL 5, 1989
REVISED 5–25–1999
REVISED 11–8–2018

0 20 100
10 50 150
SCALE 1"=100'

FILE 3423–4

PDF Created with deskPDF PDF Writer - Trial :: http://www.docudesk.com

Z18-05: Images taken on 1/18/19

Z18-05: Images taken on 1/18/19

City of Cartersville

City Council Meeting
3/7/2019 7:00:00 PM
Supplemental Local Maintenance Improvement Grant Application

SubCategory:	Grant Application/Acceptance
Department Name:	Public Works
Department Summary Recomendation:	Public Works is seeking permission for the Mayor to sign the Local Maintenance & Improvement Grant (LMIG) application and cover letter to GDOT for FY 2019 Supplemental LMIG. The grant is for $50,000 and requires a 30% match ($15,000). The proposed projects include thermoplastic striping and raised pavement markers for portions of East Church Street, Douthit Ferry Road, Center Road and Burnt Hickory Road. We recommend approval of this item.
City Manager's Remarks:	This is a supplemental LMIG application that would allow for additional projects including thermoplastic striping and raised pavement markers. Your approval of this item is recommended.
Financial/Budget Certification:	
Legal:	
Associated Information:	

City of Cartersville

PUBLIC WORKS

March 7, 2019

Carla Ham, District Six Local Grants Engineer
Georgia Department of Transportation
P.O. Box 10
Cartersville, GA 30120

Re: FY 2019 SUPPLEMENTAL LMIG

Dear Ms. Ham:

Please find attached our FY 2019 SUPPLEMENTAL LMIG application, and Project List. Our projects we are requesting is for striping and raised pavement markers of several City Streets. All the streets requested are on the Top 40 list.

Status of previous LMIG is as follows: FY 2018 LMIG has been completed and FY 2019 LMIG has been let to contract and awarded, but not yet completed, expected completion this upcoming construction season.

If there is any additional information you need or any further action required on our part, please do not hesitate to contact us.

Sincerely,

_____

Matt Santini
Mayor, City of Cartersville

CC: Tommy Sanders, Public Works Director

Revised 11/1/2017

GEORGIA DEPARTMENT OF TRANSPORTATION LOCAL MAINTENANCE & IMPROVEMENT GRANT (LMIG) APPLICATION FOR FISCAL YEAR 2019

TYPE OR PRINT LEGIBLY. ALL SECTIONS MUST BE COMPLETED.

LOCAL GOVERNMENT INFORMATION

Date of Application: 03/07/2019

Name of local government: CITY OF CARTERSVILLE
Address: P.O. BOX 1390 CARTERSVILLE GA 30120
Contact Person and Title: TOMMY SANDERS, PUBLIC WORKS DIRECTOR
Contact Person's Phone Number: 770-606-6943
Contact Person's Fax Number: 770-387-5697
Contact Person's Email: tSANDERS@CITYOFCARTERSVILLE.ORG

Is the Priority List attached? YES

LOCAL GOVERNMENT AFFIDAVIT AND CERTIFICATION

I, MATTHEW J. SANTINI (Name), the MAYOR (Title), on behalf of CITY OF CARTERSVILLE (Local Government), who being duly sworn do swear that the information given herein is true to the best of his/her knowledge and belief. Local Government swears and certifies that it has read and understands the LMIG General Guidelines and Rules and that it has complied with and will comply with the same.

Local government further swears and certifies that it has read and understands the regulations for the Georgia Planning Act of 1989 (O.C.G.A. § 45-12-200, et seq.), Service Delivery Strategy Act (O.C.G.A. § 36-70-20, et seq.), and the Local Government Budgets and Audits Act (O.C.G.A. 36-81-7 et seq.) and will comply in full with said provisions. Local government further swears and certifies that the roads or sections of roads described and shown on the local government's Project List are dedicated public roads and are part of the Public Road System in said county/city. Local government further swears and certifies that it complied with federal and/or state environmental protection laws and at the completion of the project(s), it met the match requirements as stated in the Transportation Investment ACT (TIA).

Further, the local government shall be responsible for any claim, damage, loss or expense that is attributable to negligent acts, errors, or omissions related to the designs, drawings, specifications, work and other services furnished by or on behalf of the local government pursuant to this Application ("Loss"). To the extent provided by law, the local government further agrees to hold harmless and indemnify the DEPARTMENT and the State of Georgia from all suits or claims that may arise from said Loss.

Revised 11/1/2017

GEORGIA DEPARTMENT OF TRANSPORTATION LOCAL MAINTENANCE & IMPROVEMENT GRANT (LMIG) APPLICATION FOR FISCAL YEAR 2019

LOCAL GOVERNMENT AFFIDAVIT AND CERTIFICATION

If the local government fails to comply with these General Guidelines and Rules, or fails to comply with its Application and Certification, or fails to cooperate with the auditor(s) or fails to maintain and retain sufficient records, the DEPARTMENT may, at its discretion, prohibit the local government from participating in the LMIG program in the future and may pursue any available legal remedy to obtain reimbursement of the LMIG funds. Furthermore, if in the estimation of the DEPARTMENT, a roadway or bridge shows evidence of failure(s) due to poor workmanship, the use of substandard materials, or the failure to follow the required design and construction guidelines as set forth herein, the Department may pursue any available legal remedy to obtain reimbursement of the allocated LMIG funds or prohibit local government from participating in the LMIG program until such time as corrections are made to address the deficiencies or reimbursement is made. All projects identified on the Project list shall be constructed in accordance with the Department's Standard Specifications of Transportation Systems (Current Edition), Supplemental Specifications (Current Edition), and Special Provisions.

Local Government:

109605
E-Verify Number

_____(Signature)

_____ (Print)
Mayor / Commission Chairperson

_____
(Date)

LOCAL GOVERNMENT SEAL:

Sworn to and subscribed before me,

This _____ day of_ _____, 20___.

In the presence of:

NOTARY PUBLIC

_____
My Commission Expires:

NOTARY SEAL:

FOR GDOT USE ONLY

The local government's Application is hereby granted and the amount allocated to the local government is _____. Such allocation must be spent on any or all of those projects listed in the Project List.

This _____ day of _____, 20___.

_____
GDOT Office of Local Grants

City of Cartersville

FY 2019 SUPPLEMENTAL LMIG Project List

Priority	Road Name	Length(FT)	Begin	End	Type of Work	Project Costs	Scheduled
1	E CHURCH STREET	1183	SR 3/US 41	SR 113/MAIN ST	THERMOPLASTIC STRIPING, RPM's	$ 10,000.00	Summer 2019
2	DOUTHIT FERRY ROAD	1180	SR 113/WEST AVE	PVMT JOINT	THERMOPLASTIC STRIPING, RPM's	$ 12,000.00	Summer 2019
3	CENTER ROAD	8325	SR 3/US 41	CITY LIMIT	THERMOPLASTIC STRIPING, RPM's	$ 20,000.00	Summer 2019
4	BURNT HICKORY ROAD	2700	SR 113/WEST AVE	CITY LIMIT	THERMOPLASTIC STRIPING, RPM's	$ 14,000.00	Summer 2019
5	Preliminary Engineering					$ 3,000.00	
6	Construction Inspection					$ 6,000.00	
		13388				$ 65,000.00	

2.54 miles

City of Cartersville
FY 2018 LMIG Status Update

Priority	Road Name	Length(FT)	Begin	End	Type of Work	Project Costs	Status
1	Thoroughbred Lane	2000	South Erwin St	Georgia Blvd	Mill,Patch,Spot Level,Resurface	$ 44,538.12	Completed
2	Saddlebrook Drive	1250	Georgia Blvd	Thoroughbred Lane	Mill,Patch,Spot Level,Resurface	$ 26,750.00	Completed
3	Starting Gate Drive	600	Thoroughbred Lane	Bartow Street	Mill,Patch,Spot Level,Resurface	$ 13,200.00	Completed
4	Horseshoe Court	4845	Thoroughbred Lane	Culdesac	Mill,Patch,Spot Level,Resurface	$ 7,625.00	Completed
5	Ponders Road	1910	Center Road	Dead End	Mill,Patch,Spot Level,Resurface	$ 51,253.00	Completed
6	McKinley Court	620	Ponders Road	Culdesac	Mill,Patch,Spot Level,Resurface	$ 16,475.00	Completed
7	Everest Drive	860	Ponders Road	Culdesac	Mill,Patch,Spot Level,Resurface	$ 23,849.00	Completed
8	Center Road	1000	US 41	Ann Circle	Deep Patch Only	$ 32,400.00	Completed
9	Sugar Valley Road	4313	SR 293	Burnt Hickory Road	Patch,Spot Level,Resurface	$ 67,042.00	Completed
10	Carrington Drive	2080	Douthit Ferry Road	Culdesac	Mill,Patch,Spot Level,Resurface	$ 49,625.00	Completed
11	Preliminary Engineering					$ 2,000.00	
12	Construction Inspection					$ 4,800.00	
		3.69 miles					
						$ 339,557.12	

Paved by Bartow Paving, total contract amount of $489,829.62

City of Cartersville

City Council Meeting
3/7/2019 7:00:00 PM
Balfour Beatty Change Order #2

SubCategory:	Contracts/Agreements
Department Name:	Administration
Department Summary Recomendation:	Balfour Beatty, Construction Manager At Risk, for the Gas Department Facility and City Fuel Station on Old Mill Road, has reviewed the construction cost estimates and is able to reduce the guaranteed maximum price (GMP) by $211,500. As part of this change order, the Gas Department would like to purchase new furniture and window treatments for the facility that were not originally budgeted. The estimated cost of the furniture and window treatments should not exceed $100,000. I recommend approval of the deduct change order #2 in the amount of $211,500.
City Manager's Remarks:	This change order is for a deduction of $211,500. With this deduction, the gas department would like to purchase furniture for the building that was originally not budgeted. Your approval of the change order is recommended.
Financial/Budget Certification:	
Legal:	
Associated Information:	

Owner Change Order #002

PROJECT: **PROJECT #: 15668000** **DATE:** 1/30/2019

Gas Department and Other City Facilities
155 Old Mill Road
Cartersville, GA, 30120

CONTRACT DATE: 10/10/2017

TO CONTRACTOR*:*
BALFOUR BEATTY CONSTRUCTION
600 Galleria Pkwy
Suite 1500
Atlanta, GA 30339

THE CONTRACT IS CHANGED AS FOLLOWS:

This OCO does not reflect any Owner-directed changes. This OCO is a credit to the GMP for contingency and buyout savings to the project to date.

The original Guaranteed Maximum Price (GMP) was	$	$9,388,221.00
The net change by previously authorized Change Orders	$	($368,605.00)
The GMP prior to this Change Order was	$	$9,019,616.00
The GMP will be adjusted by this Change Order in the amount of	$	($211,500.00)
The new GMP including this Change Order will be	$	$8,808,116.00
The Contract Time will be increased by		0 days
The date of Substantial Completion as of the date of this Change Order therefore is		March 20, 2018

Note: This Change Order does not include changes in the GMP, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

Execution of this Change Order constitutes an agreement to the direct cost of performing the changed work only. It does not constitute an agreement as to time and costs incurred due to delay and/or the impact that this change has on other unchanged work, for which all rights are reserved.

NOT VALID UNTIL SIGNED BY THE CONTRACTOR AND OWNER.

Balfour Beatty Construction Company Inc.		**The City of Cartersville**
CONTRACTOR 600 Galleria Pkwy Suite 1800 Atlanta, GA 30339		**OWNER** 1 North Erwin Street Cartersville, GA 30120
BY *(Signature)* **Michael C. Macon**		**BY** *(Signature)* **Matt Santini**
DATE		**DATE**

City of Cartersville

City Council Meeting
3/7/2019 7:00:00 PM
Fiber Department Shelving

SubCategory:	Bid Award/Purchases
Department Name:	Fiber
Department Summary Recomendation:	The Fiber Department needs to purchase rack shelving for the new warehouse space at 155 Old Mill Road. The rack shelving has been specced to take care of our immediate needs and to account for future growth. We received three quotes. We recommend the purchase of the shelving, rolling ladder, and installation for $8,641.43 from Rack Men. Their shelving includes more shelves per section (4 vs 3 and 2) and their quote includes a rolling ladder and installation. This is a budgeted purchase and is recommended for your approval.
City Manager's Remarks:	This is a budgeted item. Your approval of the shelving is recommended.
Financial/Budget Certification:	This is a budgeted item.
Legal:	
Associated Information:	

Rack Men Equipment Company, Inc.
102 Pyron Court NE
Cartersville, GA 30121
Phone # 770-387-0760 Fax # 770-387-0758
Email: Dan@rackmen.com
Visit us: www.rackmen.com

Date: 2/14/2019
Quote #: 25522
Customer PO #:

Quote

Bill to Address (770-607-6382)	Ship to Address
Gatlin Pruitt 17398 City of Cartersville Fibercom Department 4 Cook Street Cartersville, GA 30120	Gatlin Pruitt City of Cartersville Fibercom Department 4 Cook Street Cartersville, GA 30120
Fax:	

Project **New Tear Drop Pallet Rack (5-6 Week Lead Time)**
10 bays built in 5 rows using the floor plus 5 wire decked beam levels. Assembled length of each row = 12'9". **Heavy duty uprights are made to order - This quote requires a 50% deposit due at time of order with the remainder due upon completion.** *Quote valid through 03/12/2019.*

Description	Qty	Price	Extension	Tax
48" x 120" Tear Drop Upright 3" x 3" Column, 13 ga., 35,500 lb capacity based on 36" beam spacing, 75.75 lbs each, green	9	$131.96	$1,187.64	Yes
36" x 120" Teardrop Upright 3" x 3" Column, 13 ga., 35,500 lb capacity based on 36" beam spacing, 71 lbs each, green	6	$126.39	$758.34	Yes
5" x 96" Tear Drop Step Beam 5" face, 7,286 lb capacity per beam pair uniform load distribution, orange, 25.51 lbs each.	10	$36.95	$369.50	Yes
3" x 96" Tear Drop Step Beam 3" face, 3,052 lb capacity per beam pair uniform load distribution, orange, 19.29 lbs each.	40	$29.95	$1,198.00	Yes
3" x 48" Tear Drop Step Beam 3" Face, 7,383 lb capacity per beam pair uniform load distribution, orange, 10.65 lbs each	50	$18.98	$949.00	Yes
36" x 46" Wire Deck 2,700 Lb. Capacity uniform load distribution. 3-32 1/4" U channel supports per deck. Double Waterfall Light Gray. 15.4 lbs each	30	$16.95	$508.50	Yes
48" x 46" Wire Deck 2,500 Lb. Capacity uniform load distribution. Double Waterfall Light Gray, 23.4 lbs each.	45	$22.95	$1,032.75	Yes
1/2"x 3-3/4" Wedge Anchor	30	$2.30	$69.00	Yes

Rack Men Equipment Company, Inc.
102 Pyron Court NE
Cartersville, GA 30121
Phone # 770-387-0760 Fax # 770-387-0758
Email: Dan@rackmen.com
Visit us: www.rackmen.com

Date: 2/14/2019
Quote #: 25522
Customer PO #:

Quote

Bill to Address (770-607-6382)	Ship to Address
Gatlin Pruitt 17398 City of Cartersville Fibercom Department 4 Cook Street Cartersville, GA 30120	Gatlin Pruitt City of Cartersville Fibercom Department 4 Cook Street Cartersville, GA 30120
Fax:	

Project **New Tear Drop Pallet Rack (5-6 Week Lead Time)**
10 bays built in 5 rows using the floor plus 5 wire decked beam levels. Assembled length of each row = 12'9". **Heavy duty uprights are made to order - This quote requires a 50% deposit due at time of order with the remainder due upon completion.** *Quote valid through 03/12/2019.*

4" x 4.25" Shim Plate	15	$1.25	$18.75	Yes
Installation Price based upon use of customers forklift. Rack Men can supply use of a propane powered forklift for $500 per week plus delivery and pickup.	1	$1,650.00	$0.00	
6 Step Rolling Ladder, Used 24" W steps, 20.5" D top step, top step at 60" H, top hand rail at 90" H, 450 lb capacity, red, good condition, Cotterman brand	1	$249.95	$249.95	Yes

Gatlin: To place your order, please sign and email or fax back with PO number. Thank you for calling Rack Men. We look forward to serving all your warehouse equipment needs **Daniel Morgan**.

Terms:
- **PAYMENT DUE UPON RECEIPT**
- All shipping charges are **FOB** unless otherwise indicated.
- Permits Supplied by Customer unless supplied by Rack Men @ additional cost.
- Used Equipment Available While Supplies Last.
- Warranties And Liabilities Are Limited To The Manufacturer.
- **Installation pricing is based on area being *FREE & CLEAR* of product & equipment. All delays will be billed at the rate of $55.00 per man hour.**
- Approved returns will require a 30% restocking fee and client will be responsible for **all** shipping charges.
- 3% up charge for credit card payments
- 1.5% per month late fee will be charged on all past due accounts

Sub Total	$6,341.43
Shipping	$650.00
Tax Exempt 0% Tax	$0.00
Install	$1,650.00
Grand Total	$8,641.43

Approval _____ **Date** _____ **P.O. #** _____

By signing you agree to the terms listed above.

City of Cartersville

City Council Meeting
3/7/2019 7:00:00 PM
Travelers Insurance Deductible Invoice

SubCategory:	Bid Award/Purchases
Department Name:	Administration
Department Summary Recomendation:	The city's property and casualty insurance provider, Travelers Insurance, has processed some insurance claims against the city. The balance due is part of the city's insurance deductible in the amount of $8,071.13 and is recommended for your approval.
City Manager's Remarks:	Your approval of the Travelers Insurance Deductible Invoice is recommended.
Financial/Budget Certification:	This is an unbudgeted item.
Legal:	
Associated Information:	

TRAVELERS

DEDUCTIBLE / SELF-INSURED INVOICE

POLICY NUMBER	ACCOUNT NUMBER	BILL DATE	BILL NUMBER	PAYMENT DUE	TOTAL DUE
61M58853-ZLP	5001C3085	01/31/2019	000552586	02/15/2019	8,071.13

MAIL PAYMENT TO:
TRAVELERS
13607 COLLECTIONS CENTER DRIVE
CHICAGO, IL 60693

PAYER:
CITY OF CARTERSVILLE
P.O. BOX 1390
CARTERSVILLE GA 30120

RETURN THIS PORTION WITH YOUR CHECK MADE PAYABLE TO TRAVELERS.
PLEASE WRITE THE POLICY & ACCOUNT NUMBER ON YOUR CHECK.

TRAVELERS

PAGE 1

POLICY NUMBER	ACCOUNT NUMBER	BILL DATE	BILL NUMBER	PAYMENT DUE	TOTAL DUE
61M58853-ZLP	5001C3085	01/31/2019	000552586	02/15/2019	8,071.13

CURRENT CHARGES

CLAIM#: **E7C8653** **DATE OF LOSS: 12/31/2017**
DESCRIPTION: NOTICES OF PRESERVATION OF EVIDENCE AND POSSIBLE CIVIL RIGHTS VIOLATIO

CLAIMANT: CAYD MARTIN

EXPENSE	5,739.00
CLAIM TOTAL	**5,739.00**

CLAIM#: **FAS2615** **DATE OF LOSS: 05/26/2018**
DESCRIPTION: LASHAWN FUQUA - SUIT FILED BY PRO SE PLAINTIFF ALLEGING HER CIVIL RIGH

CLAIMANT: LASHAWN R FUQUA

EXPENSE	122.50
CLAIM TOTAL	**122.50**

CLAIM#: **FEX2201** **DATE OF LOSS: 12/17/2018**
DESCRIPTION: KELLNER ALLEGES HIS VEHICLE WAS STRUCK BY A ROCK LAYING IN THE ROADWAY

CLAIMANT: JEFFREY A KELLNER

LOSS	2,209.63
CLAIM TOTAL	**2,209.63**

TOTAL CLAIM(S) DUE **$8,071.13**

TRAVELERS

DEDUCTIBLE / SELF-INSURED INVOICE

POLICY NUMBER	ACCOUNT NUMBER	BILL DATE	BILL NUMBER	PAYMENT DUE	TOTAL DUE
61M58853-ZLP	5001C3085	01/31/2019	000552586	02/15/2019	8,071.13

ACCOUNT SUMMARY

CURRENT CHARGES	8,071.13
PAST DUE CHARGES	0.00
UNAPPLIED PAYMENTS	0.00
TOTAL DUE	**8,071.13**
DISPUTED ITEMS	0.00
ACCOUNT BALANCE	8,071.13

INSURED NAME: CITY OF CARTERSVILLE
AGENT NAME: PUBLIC RISK UNDERWRITERS
AGENT PHONE: (770) 441-1888

CONTACT YOUR AGENT LISTED ABOVE IF YOU HAVE QUESTIONS RELATED TO YOUR POLICY OR COVERAGE.

FOR BILLING QUESTIONS, PLEASE CONTACT YOUR ACCOUNTING SPECIALIST ROSA TORRES AT 1-860-277-3284 OR EMAIL RTORRES@TRAVELERS.COM

City of Cartersville

City Council Meeting
3/7/2019 7:00:00 PM
Residential Meters

SubCategory:	Bid Award/Purchases
Department Name:	Gas System
Department Summary Recomendation:	We have requested and received a bid for 200 residential gas meters. These meters are to replenish our stock. We recommend approval of Equipment Controls at $89.31 per meter for a total of $17,862.00, as they are our sole source provider for these meters.
City Manager's Remarks:	Your approval of the residential meters for the Gas Department is recommended.
Financial/Budget Certification:	This is a budgeted item.
Legal:	N/A
Associated Information:	

Cover Memo

Item # 15

City of Cartersville
Gas System

Memo

To: Michael HIll

From: Deska Brown

Date: February 22, 2019

Re: Residential Meters

The Gas System requested bids for 200 residential gas meters from Equipment Controls. They are our sole source provider for these meters.

The bid is as follows:

Equipment Controls R-275 Meters 200 x $89.31 = $17,862.00

I recommend accepting the bid from Equipment Controls Company.

Thank you,
Deska Brown
Administrative Assistant

STOCK OK/ [illegible]

February 21, 2019

MATERIAL BID PROPOSAL

All materials to be considered by this proposal shall be new, unused and manufactured in the United States unless otherwise specified and shall meet the applicable requirements of the Pipeline Safety Regulations, Code of Federal Regulations, Title 49, Latest Edition and any other applicable requirements and specifications listed in this proposal.

Each bid proposal must be submitted on this form. All blank spaces for bid prices must be filled in, by hand or typewritten, in both words and numerals for unit prices and numerals only for total amounts. In case of discrepancies, words will take precedence over numerals and unit prices will take precedence over totals.

Item Specification:

SEE ATTACHED SHEET

ITEM NO.	SIZE	ITEM DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL AMOUNT	EXPECTED DELIVERY DATE (from time of order)
1.	275.	Sensus Meter Cartersville # 308001	200	Ea.	$ 89.31 Numerals	$ 17,862.00 Numerals	Stock - 6 weeks ARO Calendar Days

Eighty-Nine Dollars and Thirty-One Cents
Words *(Unit Price Only)*

TOTAL BID $ 17,862.00
Numerals

Please reference ECCO Quote # S1906653 at time of order.

BID PROPOSAL SUBMITTED BY:

Equipment Controls Co.	Tiffany Lonsberry	02/22/209
Name of Supplier	Name of Preparer	Date

All price quotes received by the City shall be for the item as called for in the specification for the item above. Any deviation in material, style, model, options, manufacturer, size, etc. of the item must have prior written approval of the City for the bid proposal to be considered. A request for such an approval request must be by submitting any and all applicable specifications of the item to be considered by mail, facsimile or email attachment to the City. All submittals shall include the manufacturer's specifications and clear indication of the item to be quoted. If the specification above does not state "or equal", a quote for only the item in the specification will be accepted. Any and all items delivered in response to this proposal that do not meet the specification as called for or was not approved as an "equal" will be returned to the Supplier at their expense.

All price quotes shall include any and all costs associated with providing the material to the City of Cartersville's storage facilities including but not limited to procurement, delivery, shipping and invoicing.

The Supplier agrees that this bid proposal may not be withdrawn for a period of 30 calendar days after the scheduled closing time for receiving bid proposals.

City of Cartersville
GAS SYSTEM
P.O. Box 1390 • 4 Cook Street • Cartersville, Georgia 30120
Telephone: 770-387-5041 • Fax: 770-387-5038 • www.cityofcartersville.org

Residential Meters

Residential meters shall be constructed of die-cast aluminum alloy and shall be rated for use with natural gas with published capacities in accordance with ANSI B109.1. Residential meter capacities shall be based on a measured volume of gas with a specific gravity of 0.60 and an atmospheric pressure of 14.40 psia and a base pressure of 14.73 psia. Residential meters shall be provided with an output drive of 2 ft^3/revolution and shall be of standard construction with standard primer and finish coats of paint. Residential meters shall be provided with the "tamper obvious" device Rockseal Index Box Kit 001-63-656-51 without drains.

275

275 residential meters shall have a working pressure of 5 psig and shall be provided with the Direct Reading plastic index 001-63-538-68. 275 residential meters shall be provided with 1-1/4" galvanized connections and shall be the R-275 Class 250 Single Joint Residential Gas Meter as manufactured by Sensus of DuBois, Pennsylvania.

City of Cartersville

City Council Meeting
3/7/2019 7:00:00 PM
Replacement 2500kVA Transformer

SubCategory:	Bid Award/Purchases
Department Name:	Electric
Department Summary Recomendation:	The Electric System is requesting authorization to purchase a 2500kVA transformer. This transformer will replace one we had to pull from stock and install for a customer that was growing and needed more capacity. We requested bids on the state procurement website, and received (7) responses. The unit submitted by Gresco had the lowest purchasing cost and lowest total ownership cost. The Electric System is requesting your approval to purchase the replacement transformer from Gresco for $30,810.00.
City Manager's Remarks:	Your approval of the transformer purchase to replenish the stock for the Electric Department is recommended.
Financial/Budget Certification:	This is a budgeted item.
Legal:	
Associated Information:	

Transformer Total Ownership Cost Evaluation

2500kVA 3phase Padmount 277/480 Feb-19

VENDOR	BRAND	LEAD TIME	UNIT PRICE	NL	LL	TOTAL OWNERSHIP COST
Gresco	Ermco	10-12 weeks	$ 30,810.00	2586	12411	$ 54,858.00
Power Supply	WEG	8-10 weeks	$ 31,400.00	2481	16714	$ 59,278.50
Irby	WEG	8-10 weeks	$ 31,609.00	2481	14233	$ 57,006.50
Irby	GE	9-10 weeks	$ 33,187.00	2488	13667	$ 58,050.00
Solomon	Solomon	10-12 weeks	$ 38,000.00	2715	18666	$ 68,883.50
Paradoxe	Magnetron	11-12 weeks	$ 40,260.00	2630	17355	$ 69,450.00
Anixter	ABB	8-10 weeks	$ 44,237.00	1625	15630	$ 67,179.50

City of Cartersville

City Council Meeting
3/7/2019 7:00:00 PM
Distribution & Collection Material Restock

SubCategory:	Bid Award/Purchases
Department Name:	Water Department
Department Summary Recomendation:	Quotes were requested for various restock items needed to maintain/update meter settings. The following quotes were received prior to the deadline: · Core & Main $10,300.00 · Hayes Pipe Supply $10,395.88 · Ferguson Waterworks $10,796.44 I recommend approval of the Core & Main quote in the amount of $10,300.00.
City Manager's Remarks:	This is a budgeted item. Your approval of the purchase from Core & Main for distribution and collection materials is recommended.
Financial/Budget Certification:	This is a budgeted item and will be paid from accounts 505.3320.52.2390 Maintenance to Meters and Settings and 505.3320.52.2380 Maintenance to Water Mains.
Legal:	
Associated Information:	

Bid Proposal for CARTERSVILLE STOCK 2-18-19

CARTERSVILLE, CITY OF
Bid Date: 02/18/2019
Core & Main 841054

Core & Main
2111 Moon Station Dr
Kennesaw, GA 30144
Phone: 770-423-0583
Fax: 770-425-8897

Seq#	Qty	Description	Units	Price	Ext Price
10	12	RETRO-1BVHH 5/8 RESETTER	EA	139.50	1,674.00
20	12	RETRO-2BVHH 3/4 RESETTER	EA	149.50	1,794.00
30	100	A24-NL MTR ADPT(PR) 5/8X3/4X1"	PR	21.85	2,185.00
40	50	EC-4-NL 1" EXPANSION CONN	EA	29.54	1,477.00
50	200	C44-33GNL 3/4 GJCTS CPLG GRIP (NO LEAD)	EA	15.85	3,170.00
				Sub Total	**10,300.00**
				Tax	0.00
				Total	**10,300.00**

Branch Terms:

UNLESS OTHERWISE SPECIFIED HEREIN, PRICES QUOTED ARE VALID IF ACCEPTED BY CUSTOMER AND PRODUCTS ARE RELEASED BY CUSTOMER FOR MANUFACTURE WITHIN THIRTY (30) CALENDAR DAYS FROM THE DATE OF THIS QUOTATION. CORE & MAIN LP RESERVES THE RIGHT TO INCREASE PRICES UPON THIRTY (30) CALENDAR DAYS' NOTICE TO ADDRESS FACTORS, INCLUDING BUT NOT LIMITED TO, GOVERNMENT REGULATIONS, TARIFFS, TRANSPORTATION, FUEL AND RAW MATERIAL COSTS. DELIVERY WILL COMMENCE BASED UPON MANUFACTURER LEAD TIMES. ANY MATERIAL DELIVERIES DELAYED BEYOND MANUFACTURER LEAD TIMES MAY BE SUBJECT TO PRICE INCREASES AND/OR APPLICABLE STORAGE FEES. THIS BID PROPOSAL IS CONTINGENT UPON BUYER'S ACCEPTANCE OF SELLER'S TERMS AND CONDITIONS OF SALE, AS MODIFIED FROM TIME TO TIME, WHICH CAN BE FOUND AT: https://coreandmain.com/TandC/

HAYES PIPE SUPPLY, INC.
3450 Novis Pointe Northwest • Acworth, GA 30101
(770) 529-8883 • Fax (770) 529-8923
www.hayespipe.com

QUO # - 18344

PAGE - 1

TO: CARTERSVILLE WATER DEPARTMENT STOCK

P..O. BOX 1390

CARTERSVILLE GA 30120

Plan Date	Last Revision	BID DATE	BID TIME
2/08/2019	TBO	2/13/2019	5:00PM

QUANTITY	DESCRIPTION	UNIT	PRICE	EXTENSION
12	FORD RETRO 1BVHH-NL 5/8 RESETTER	EA	142.62	1,711.44
12	FORD RETRO-2BVHH-NL 5/8X3/4 RESETTER STYLE B	EA	142.62	1,711.44
100	FORD A24-NL METER ADAPTER 5/8X 3/4 TO 1IN METER	EA	21.67	2,167.00
50	FORD EC-4-NL HDWL EXPANSION CONNECTION FOR 1IN METER	EA	29.64	1,482.00
200	3/4IN C44-33-G-NL CTS COMP CPLG	EA	16.62	3,324.00

2 TO 3 WEEK LEAD TIME TO SHIP

Total For Quoted Items 10,395.88

HAYES PIPE SUPPLY, INC.

BY._____

These prices are good for order placement through - 2/13/2019 Release of shipment must be made within - 30days from date of order. We are unable to guarantee our take off for quantities or accuracy. The prices listed on our written quotations are quoted as "EACH" or "PER FOOT" basis, Regardless of total prices shown.

FERGUSON WATERWORKS

FEI-MARIETTA WATERWORKS #407
910-A COBB PARKWAY NE
MARIETTA, GA 30062-2410

Phone: 770-499-2030
Fax: 770-499-2093

Deliver To:
From: **Robert Paul**
Comments:

15:46:50 FEB 11 2019

FEI-GEORGIA WATERWORKS #554
Price Quotation
Phone: 770-499-2030
Fax: 770-499-2093

Bid No: B445825
Bid Date: 02/11/19
Quoted By: RAP

Cust Phone: 770-387-5657
Terms: NET 10TH PROX

Customer: CITY OF CARTERSVILLE
ATTN ACCOUNTS PAYABLE
P O BOX 1390
CARTERSVILLE, GA 30120

Ship To: CITY OF CARTERSVILLE
ATTN ACCOUNTS PAYABLE
P O BOX 1390
CARTERSVILLE, GA 30120

Cust PO#: ELISA SMALLEY

Job Name: RESETTERS

Item	Description	Quantity	Net Price	UM	Total
SP-FRETRO1BVHHNL	LF RETRO-1BVHH-NL 5/8 RETROSETTER	12	146.560	EA	1758.72
FRETRO2BVHHNL	LF RETRO-2BVHH-NL RETROSETTER	12	146.560	EA	1758.72
FA24NL	LF 5/8X3/4 X 1 MTR ADPT PR	100	22.280	EA	2228.00
FEC4NL	LF 1 MTR YOKE EXP CONN	50	30.460	EA	1523.00
FC4433NL	LF 3/4 CTS X CTS COMP COUP	200	17.640	EA	3528.00

Net Total:	$10796.44
Tax:	$0.00
Freight:	$0.00
Total:	$10796.44

Quoted prices are based upon receipt of the total quantity for immediate shipment (48 hours). SHIPMENTS BEYOND 48 HOURS SHALL BE AT THE PRICE IN EFFECT AT TIME OF SHIPMENT UNLESS NOTED OTHERWISE. QUOTES FOR PRODUCTS SHIPPED FOR RESALE ARE NOT FIRM UNLESS NOTED OTHERWISE.

CONTACT YOUR SALES REPRESENTATIVE IMMEDIATELY FOR ASSISTANCE WITH DBE/MBE/WBE/SMALL BUSINESS REQUIREMENTS.

Seller not responsible for delays, lack of product or increase of pricing due to causes beyond our control, and/or based upon Local, State and Federal laws governing type of products that can be sold or put into commerce. This Quote is offered contingent upon the Buyer's acceptance of Seller's terms and conditions, which are incorporated by reference and found either following this document, or on the web at https://www.ferguson.com/content/website-info/terms-of-sale
Govt Buyers: All items are open market unless noted otherwise.

LEAD LAW WARNING: It is illegal to install products that are not "lead free" in accordance with US Federal or other applicable law in potable water systems anticipated for human consumption. Products with *NP in the description are NOT lead free and can only be installed in non-potable applications. Buyer is solely responsible for product selection.

City of Cartersville

City Council Meeting
3/7/2019 7:00:00 PM
Historic Downtown Water Main Replacement – Change Order #1

SubCategory:	Change Order
Department Name:	Water Department
Department Summary Recomendation:	Phase I (Chamber of Commerce parking lot) of the Historic Downtown Water Main Replacement Project (HDWMRP) is wrapping up. Due to unknown circumstances, several field changes have been necessary to modify the design to actual field conditions. Change Order Number 1 (CO#1) is a reduction change order in the amount of $1,076.00. Because the change order is a modification to our contract with the contractor, it requires approval by Council. I recommend approval of this change order.
City Manager's Remarks:	Your approval of this change order is recommended.
Financial/Budget Certification:	This is a budgeted item. We will pay less to the contractor through account 505.3320.54.3398 ARC Downtown Water Main Replacement.
Legal:	
Associated Information:	

CHANGE ORDER NO. ONE
JANUARY 31, 2019
(REVISED FEBRUARY 20, 2019)

PROJECT: **CITY OF CARTERSVILLE**
HISTORIC DOWNTOWN
WATER SYSTEM IMPROVEMENTS
PROJECT NO. 151998

OWNER: **CITY OF CARTERSVILLE**

CONTRACTOR: **RDJE, INC.**

The following changes are hereby made to the contract documents:

ITEM NO.	QTY.	UNITS	DESCRIPTION	UNIT COST	TOTAL COST
Add the following bid items:					
21.	2	EA	CONNECT TO EXISTING 12" WATER LINE BY WET TAP WITH MECHANICAL JOINT TAPPING SLEEVE AND TAPPING VALVE	$11,957.00	$23,914.00
22.			INSTALL 2" WATER LINE ALONG WEST MAIN STREET		
a.	130	LF	2" PVC SDR 21 Pipe Line (Including Fittings)	$162.00	$21,060.00
b.	0.25	TON	Mechanical Joint Fittings	$9,945.00	$2,486.25
c.	2	CY	Concrete Blocking	$500.00	$1,000.00
d.	1	EA	2" B.V. and V.B.	$1,310.00	$1,310.00
e.	2	EA	1" Service Connection (Including Fittings and Corporation Stop)	$1,135.00	$2,270.00
f.	20	LF	Asphalt Replacement (Including Crushed Stone Backfill, 9" Thick Concrete and Asphalt)	$195.00	$3,900.00
Deduct the following quantities:					
6.			RESILIENT SEATED GATE VALVES		
a.	(4)	EA	12" G.V. and V.B.	$3,353.00	($13,412.00)
8.			RECONNECT OR CONNECT TO EXISTING LINES (INCLUDING ABANDONMENT OF EXISTING LINES)		
a.	(2)	EA	12" Connection	$5,450.00	($10,900.00)
12.			SERVICE CONNECTIONS AND RECONNECTIONS		
b.	(3)	EA	1" Service Connection (Including Pipe Saddle, Corporation Stop, Curb Stop, Yoke, Backflow Preventer and Meter Boxes)	$1,135.00	($3,405.00)
f.	(260)	LF	1" Copper Service Line	$27.75	($7,215.00)
i.	(132)	LF	Grassing Service Line	$9.00	($1,188.00)

Item # 18

ITEM NO.	QTY.	UNITS	DESCRIPTION	UNIT COST	TOTAL COST
14.			REMOVE AND REPLACE PAVEMENT		
a.	(71)	SY	1.5" Recycled Asphalt Concrete 9.5 mm Superpave (Trench Repair, Abandonments and Patches and Including Pavement Removal and	$102.00	($7,242.00)
b.	(71)	SY	Class 'A' Concrete (9" Thick Concrete for Asphalt Trench Repair or Asphalt Overlay)	$96.75	($6,869.25)
c.	(115)	CY	Crushed Stone Backfill - #57 Stone (Including Disposal of Excavated Material)	$59.00	($6,785.00)

Total Change in Contract Amount	($1,076.00)
Original Contract Amount	$1,397,102.40
Revised Contract Amount With This Change Order	$1,396,026.40

Change in Contract Time: None

Reasons for Change:

6, 8, 21 — Owner requested to connect existing water line by wet tap to avoid extended water outages

12,14,22 — Owner requested to install 2" water line on Main Street to reconnect existing meters and serve three buildings in the front in lieu of serving the buildings from the rear

Requested by:

RDJE, Inc. — Date

Recommended by:

Turnipseed Engineers — Date

Accepted by:

City of Cartersville — Date

Item # 18

City of Cartersville

City Council Meeting
3/7/2019 7:00:00 PM
Surplus Equipment

SubCategory:	Surplus Equipment
Department Name:	Finance
Department Summary Recomendation:	The attached is a list of vehicles and equipment deemed as surplus by the departments. I am recommending the list be approved as surplus in order to be sold on Gov. Deals.
City Manager's Remarks:	Your approval of the surplus equipment and the items to be sold on Gov Deals is recommended.
Financial/Budget Certification:	
Legal:	
Associated Information:	

Cover Memo

Item # 19

Item # 19

Surplus Vehicles and Equipment 2-27-19

ASSET#	Year	DESCRIPTION	SEREAL#	NOTE	
6253		2005 Auto Car Front loader	5VCDC6MFX6H20220	replace with newer like model	
6233		1999 Mack Chassis	1M2K195C8XM015163	replace with newer like model	
6283		Ford F350 power stroke	1FDWF36P66EC36528	replace with newer like model	
6232		2014 Mack MRU613	1M2AV04C9EM010628	replace with newer like model	
		2007 McNelius/Body	FL0080J40SE 40yd	structure damage	
6012		2000 Ford F 150	1FTRF17W9YNB07374	replaced damaged front end	
6017		1990 Ford F 150	1FTEF14N7LNA37330	replaced with newer like model	
306		2000 Ford F 150	1FTRF17W2YNB10004	replaced with newer model	
310		2001 Ford F150	1FTRF17W51NB69716	replaced with newer model	
542		Pole Trailer	1BUC20207M1009053	replaced	
918		Ford F250XL super duty	1FDNF215X6EC36527	replaced with newer like model	
935		Ford F150XL	1FTRF17W9X1VA51399	replaced with newer like model	
937		FordF150XL	1FTRF17W13NA25618	replaced with newer like model	
919		1999 Ford Explorer	1FMZU34X9XUC20241	replaced with newer like model	
811		Ford F150XL super duty	1FTRF17212NA76772	replaced with newer like model	
802		Ford F550XL super duty	1FDAW56P26ED51777	replaced with newer like model	
829		Ford F550XL super duty	1FDAW56P35EB86398	replaced with newer like model	
713		Ford F250 super duty	1FTNF20L2YEC46377	replaced with newer like model	
721		Ford F350XL super duty	1FB5531L86HA62001	replaced with newer like model	
2103		2003 Ford Crown Vic	2FAFP71W63X151891	needs replacement to costly for repairs	
2105		2004 Chevy Impala	2G1WF55KX49443518	needs replacement to costly for repairs	
2016		2004 Chevy Impala	2G1WF55K749447610	needs replacement to costly for repairs	
4221		2008 Dodge Charger	2B3KA43GX8H180599	replaced with newer like model	
4235		2008 Dodge Charger	2B3KA43G78H280143	replaced with newer like model	
4814		Chevrolet 3500	1GBJK34J7YF444363	replaced with newer like model	
4220	2008	DodgeCharger	2B3KA43G28H180598	*High Mileage, No equipmen, wrecked*	
4218	2008	DodgeCharger	8H180596	*High Mileage, No equipmen, interior damages*	
4231	2008	DodgeCharger	2B3KA43GX8H280139	*High Mileage, No equipmen, interior damages*	

Item # T9

4232	2008	DodgeCharger	2B3KA43GX8H280140	*High Mileage, No equipmen, interior damages*	
4233	2008	DodgeCharger	2B3KA43GX8H280141	*High Mileage, No equipmen, interior damages*	
4216		Ford Crown Victoria	2FAFP71W67X125832	*Body damage, high mileage, no equipmen, interior damage*	
UNK	1997	Ford Super Wagon	1FBJS31L5CHC03455	*Not useful, age*	
60	2004	Ford Crown Victoria	2FAFP71W564X133957	*Not useful, age*	
71	2001	Ford Crown Victoria	2FAFP71W51X160000	*Age, body*	
4222	2008	DodgeCharger	2B3KA43G28H180600	*Totaled, door removed*	
150		1997 Ford Taurus	1FALP5U7VA126580	Old and not reliable	
NA		4.5L diesel John Deer Engine	PE4045L142637	Removed from leaf truck in running condtion	
NA		model# 6179DF John Deer Engine	CD3179D983405	Needs Injection pump 200 HRS on engine	
na		Case 6010 Horazontal Boaring Machine	JAF0311783	Donation from FAA to costly for repairs	
na		VT 500D Vacuum excavator Trailer	5D100201366	Donation fromFAA to costly for repairs	
Solid Waste		Cannon ImmageRunner 2200	MPG27924	Will make 2-4 copies and stops giving an error code E0000007-0000	
Gas Valves					
Qty	**Brand**	**Size&Body Type**	**Rating**	**Reason**	
5	Rockwell	3" Flanged Valve	200 CWP	Approximately 20 Years old never used and no longer used by gs dept	
1	Rockwell	3" Flanged Valve	500 CWP	Approximately 20 Years old never used and no longer used by gs dept	
2	Nordstrom	3" Flanged Valve	500 CWP	Approximately 20 Years old never used and no longer used by gs dept	
7	Nordstrom	3" Flanged Valve	200 CWP	Approximately 20 Years old never used and no longer used by gs dept	
1	Nordstrom	3" Flanged Valve	400CWP	Approximately 20 Years old never used and no longer used by gs dept	
6	Nordstrom	3" Flanged Valve	200 CWP	Approximately 20 Years old never used and no longer used by gs dept	
5	Nordstrom	3" Flanged Valve	500 CWP	Approximately 20 Years old never used and no longer used by gs dept	
3	Nordstrom	3" Flanged Valve	500 CWP	Approximately 20 Years old never used and no longer used by gs dept	
1	Nordstrom	3" Flanged Valve	500 CWP	Approximately 20 Years old never used and no longer used by gs dept	
5	Nordstrom	2" Threaded Valve	200 CWP	Approximately 20 Years old never used and no longer used by gs dept	
1	Nordstrom	2" Threaded Valve	500 CWP	Approximately 20 Years old never used and no longer used by gs dept	
9	Unknown	2' 3-Way Tee-Flanged	300 CWP	Approximately 20 Years old never used and no longer used by gs dept	