City of Cartersville

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

AGENDA

Council Chamber, Third Floor of City Hall– 7:00 PM – 9/6/2018
Work Session – 6:00PM

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

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. August 16, 2018 (Pages 1 - 12)

   Attachments

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

1. AZ18-02: 539 Rowland Springs Road, approx 0.69 acres, County R-2 to proposed City MF14. Petitioner: Ghanayanjivani, LLC. (Pages 13 - 39)

   Attachments

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2. SU18-04: 280 Nelson Street, Suite 8. Petitioner: Calvary Chapel River Oaks. (Pages 40 - 54)

   Attachments

C. Public Hearing

1. Amendment Regarding Occupation Tax/Business License (Pages 55 - 59)

   Attachments

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2. Ordinance Amendments Regarding Credit Card and Automated Bank Transfer Fees as it Relates to all Fees Paid Through Planning & Development (Pages 60 - 64)

   Attachments

D. Contracts/Agreements

1. Agreement with Invoice Cloud to Process Credit Card and Bank Transactions (Pages 65 - 76)

   Attachments

E. First Reading of Ordinances

1. FY 2018-2019 Budget Amendment (Pages 77 - 79)

   Attachments

F. Contracts/Agreements

1. Invoice Cloud Agreement (Pages 80 - 83)

   Attachments

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2. USA Water Maintenance Agreement (Pages 84 - 86)

   Attachments

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3. Water Line Materials for Airport (Page 87)

   Attachments

G. Bid Award/Purchases

1. Fiber Optic Cable & Supplies (Pages 88 - 89)

   Attachments

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2. Affordable Care Act Reporting (Pages 90 - 91)

   Attachments

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3. Excavator Purchase (Pages 92 - 98)

   Attachments

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4. Brown Farm Road Pump Station Spare Pump (Pages 99 - 100)

   Attachments

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5. TD Williams Fittings for CP-17-002 (Pages 101 - 105)

   Attachments

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6. Meter Purchase Transco Station/Brown Farm Road (Pages 106 - 110)

   Attachments

H. Other

1. Federal Annual Report FY 2017-2018 (Pages 111 - 116)

Attachments

I. Resolutions

1. Resolution for Pub Crawl Festival Zone (Pages 117 - 119)

Attachments

J. Commendation/Recognition

1. Leake Mounds-Etowah RiverWalk Link Boardwalk Naming (Pages 120 - 124)

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
9/6/2018 7:00:00 PM
August 16, 2018

SubCategory:	Council Meeting Minutes
Department Name:	Clerk
Department Summary Recomendation:	The minutes from the August 16, 2018 meeting have been uploaded for your review. (Pages 1 - 12)
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:	

City Council Meeting
10 N. Public Square
August 16, 2018
6:00 P.M. – Work Session
7:00 P.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.

II. Regular Agenda

A. Council Meeting Minutes

1. August 2, 2018 City Council Minutes

A motion to approve the August 2, 2018 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. Historic Preservation Commission

Randy Mannino, Planning and Development Department Head stated the terms of Vandi White and Valerie Holt who currently serve on the Historic Preservation Commission will expire on September 7, 2018. These are three-year appointments and are appointed at-large, not by council ward. Both appointees are willing to continue serving if re-appointed and will remain on the same three-year staggered terms with a new term expiration of September 7, 2021. Your approval of these appointments is recommended.

Motion to approve the recommended board members to continue their terms on the Historic Preservation Commission was made by Council Member Roth and seconded by Council Member Hodge. Motion carried unanimously. Vote: 5-0.

C. Public Hearing – 1st Reading of Zoning/Annexation Request

1. AZ18-02: 539 Rowland Springs Road, approx. 0.69 acres, County R-2 to proposed City MF14. Petitioner: Ghanayanjivani, LLC.

Mr. Mannino stated the annexation and zoning request is to annex property located at 539 Rowland Springs Rd. at the corner of Rowland Springs Rd. and Corinth Rd. The lot contains an unoccupied single family detached house that has been converted to a duplex. The lot contains approximately 0.69 acres. The owner wishes to annex into the City to take advantage of better utility rates and for easier management of other rental properties that are in the City, particularly those adjacent to this one. The current zoning is R-2. The proposed zoning is MF-14 to allow a duplex unit. The Planning Commission recommends approval with one condition: Limit the residential use to one single family detached or duplex unit. Approved (5-0)

Public Hearing- annexation: no one came forward and the public hearing was closed.

Public Hearing- zoning: no one came forward and the public hearing was closed.

This is a first reading and does not require a vote until the September 6th Council Meeting.

2. SU18-04: 280 Nelson Street, Suite: 8. Petitioner: Calvary Chapel River Oaks.

Mr. Mannino stated the applicant wishes to use an empty suite on the western end of this commercial strip mall for a church located at 280 Nelson St. Suite 8. Parking and utilities are in place and available. Religious institutions are allowed in most zoning districts, including the G-C district, with a special use permit. Planning Commission recommends approval (5-0).

Public Hearing: Freddy Clark pastor of Calvary Chapel came forward to speak in favor of the special use permit.

This is a first reading and does not a require a vote until the September 6th Council Meeting.

D. Other

1. Downtown Photo Fence Art Exhibit

Dan Porta, Assistant City Manager stated this is a citizen driven art exhibit being put on in partnership with photographers from the Booth Photography Guild. The theme of the first exhibit is "Happiness" and the photos will be chosen by a jury from the submissions entered. The chosen photos will be printed on an outdoor safe medium, framed, and hung on the railroad fence along Founders Oak parking lot for three months. The intention is to rotate the exhibit with new theme every three months, with a month between exhibits for set-up, and to run the program through the end of 2019.

Motion to approve the Downtown Photo Fence Art Exhibit was made by Council

Member Stepp and seconded by Council Member Roth. Motion carried unanimously. Vote: 5-0.

E. Contracts/Agreements

1. Main Street MOU with DCA

Hannah Surrett, Marketing and Promotions Coordinator for the Downtown Development Authority stated this is an annual agreement with the Department of Community Affairs for the use, maintenance and accreditation of our Main Street Program affiliation. Staff recommends approval.

A motion to approve the Main Street MOU with DCA was made by Council Member Stepp and seconded by Council Member Roth. Motion carried unanimously. Vote: 5-0.

2. King & Spalding Engagement Letter

Bob Jones, Water Department Head stated on August 2, 2018, Council approved a Memorandum of Agreement between the City and Atlanta Regional Commission (ARC) to include the City in a working group created by order of the Court in Civil Action No. 1:14-cv-3593-RWS (N.D. Ga). King and Spalding, LLP serves as legal counsel for the group and requires execution of the attached engagement letter. The letter has been reviewed by legal recommends it for your approval.

A motion to approve the King & Spalding Engagement Letter was made by Council Member Roth and seconded by Council Member Hodge. Motion carried unanimously. Vote: 5-0.

3. IGA with Bartow County for Waste Disposal Rates

Tommy Sanders, Public Works Department Head stated this IGA with Bartow County establishes waste disposal rates through February 28, 2021. The most recent IGA was executed in June 2013 and expired on January 30, 2016. The City recommends approval of this IGA with Bartow County.

Motion to approve the IGA with Bartow County for Waste Disposal Rates was made by Council Member Stepp and seconded by Council Member Wren. Motion carried unanimously. Vote: 5-0.

4. GDOT Traffic Signal Agreement

Tommy Sanders, Public Works Department Head stated GDOT notified the City of their plans to install a traffic signal at the intersection of State Route 113 and Canyon Parkway. With this agreement, the City would provide Telephone/DSL/Wireless service to the intersection at no cost to the GDOT.

Motion to approve the GDOT Traffic Signal Agreement was made by Council Member Stepp and seconded by Council Member Cooley. Motion carried unanimously. Vote: 5-0.

5. Memorandum of Agreement – GDOT GATEway Grant

Mr. Sanders stated the City of Cartersville was a recipient of a Georgia Department of Transportation GATEway Grant that enabled Public Works to plant some native trees and plantings near the I-75/SR 113 Interchange. This is a reimbursable grant from GDOT. The work has been completed under budget for a total of $38,209.50. In order to apply for reimbursement, GDOT requires an updated Memorandum of Agreement to be signed by the City of Cartersville. Public Works recommends approval of this Memorandum of Agreement so the City can apply for reimbursement.

Motion to approve the Memorandum of Agreement – GDOT GATEway Grant was made by Council Member Stepp and seconded by Council Member Roth. Motion carried unanimously. Vote: 5-0.

Council Member Stepp made a motion to add 3 items to the agenda, and the motion was seconded by Council Member Roth. Motion carried unanimously. Vote: 5-0.

6. Construction Testing and Inspection Services

Michael Hill, Assistant Gas Department Head stated Williams/Transco requires site clearing and grading for the construction of the metering and regulating station. The City of Cartersville Gas System has obtained a quote from Geo-Hydro Engineers of Kennesaw in the amount of $4,349.00 for this service. Geo-Hydro has satisfactorily performed other services for many City Departments. The Gas System recommends approval of this service.

Motion to approve the Construction Testing and Inspection Services was made by Council Member Roth and seconded by Council Member Cooley. Motion carried unanimously. Vote: 5-0.

7. Pond & Company Contract Modification #3

Mr. Porta stated as we were progressing through the civil plans for the new Gas Facility and Recreational Pond on Old Mill Road, some potential issues were raised regarding water flow during rainstorms. Based on meetings with City staff and with Pond & Company, it was determined that it was in the City's best interest to revise the civil plans regarding the recreational pond area, and address upstream and downstream water issues. The cost of this work was $8,000.

Additional work was also discovered regarding the electrical plans with a cost of $1,200 to modify the electrical building plans. These changes are recommended for your approval.

Motion to approve the Pond & Company Contract Modification #3 was made by Council Member Cooley and seconded by Council Member Roth. Motion carried unanimously. Vote: 5-0.

F. Bid Award/Purchases

1. Worker's Compensation Subsequent Injury Trust Fund

Mr. Porta stated being self-insured for workers compensation insurance coverage means that we do not pay a premium into the Georgia Subsequent Injury Trust Fund with our annual insurance premium. Instead, we are billed annually based on the prior year's claims. The current premium due is $11,708.53 and is recommended for your approval.

Motion to approve the Worker's Compensation Subsequent Injury Fund was made by Council Member Stepp and seconded by Council Member Roth. Motion carried unanimously. Vote: 5-0.

2. New Storage Appliances for Servers and Applications

Mr. Porta stated Fiber currently has two file storage appliances that are six years old and are close to being depleted on available storage space. These are the most critical pieces of hardware that is used to run our entire City server environment. These appliances hold all of our virtual servers, email, door access control, laserfiche, GIS, Cogsdale financial databases and all other City servers and databases. The new appliances will have around five times more available storage space, significantly increase server and application response times and will replace our aging server infrastructure. These servers will also increase application performance and will refresh the hardware used for disaster recovery at the EOC in the Public Safety Headquarters. These storage appliances are budgeted items, $30,000 from 2014 SPLOST for GIS and the balance of $245,707.05 are recommended for your approval.

Motion to approve the New Storage Appliances for Servers and Applications was made by Council Member Stepp and seconded by Council Member Roth. Motion carried unanimously. Vote: 5-0.

3. ESRI ArcGIS Enterprise Standard

Mr. Porta stated as the number of ArcGIS users and data continues to grow, the City needs to transition to a GIS server platform. This software is also required for implementation of CityView Mobile and every AMI program. Without the software, those programs would not have a map or GIS link. By transitioning to ArcGIS Enterprise, it will allow us to centrally manage, share, and distribute our GIS data. This is funded from 2014 SPLOST funds and the purchase in the amount of $19,420 is recommended for your approval.

A motion to approve the ESRI ArcGIS Enterprise Standard was made by Council Member Hodge and seconded by Council Member Cooley. Motion carried unanimously. Vote: 5-0.

4. Purchase from Mobile Mixer Parts

Mr. Porta stated the City cement truck was hit by another driver and received damage from this accident. A claim for damages was made to Progressive Insurance and they have issued payment to the City for the repairs. Most of the parts are from Mobile Mixer Parts in the amount of $7,681.72 and are recommended for your approval.

A motion to approve purchase from Mobile Mixer Parts was made by Council Member Roth and seconded by Council Member Cooley. Motion carried unanimously. Vote: 5-0.

5. Taser Quote

Chief McCann stated he is requesting approval to purchase 50 Taser Model #X26P (Electronic control weapons). This purchase would be a replacement for our current tasers which are not supported by Taser any longer. Since they cannot be traded in, they will be destroyed. Taser is a sole source item and the price is as follows: 50 Tasers, holsters, cartridges, and download kit-$70,800.00. Taser has a payment plan for five years and it is as follows:

Year 1 (2018/2019)	$14,800.00
Year 2 (2019/2020)	$14,000.00
Year 3 (2020/2021)	$14,000.00
Year 4 (2021/2022)	$14,000.00
Year 5 (2022/2023)	$14,000.00
Total	$70,800.00

Chief McCann recommended using the stated payment plan requested to pay Taser (Axon) $14,800.00 this fiscal year. City Police will be using federal asset forfeiture funds to purchase these items. The E-Verify and E-Save documents have been submitted to the Police Department and are on file. I am requesting your support and recommendation for this purchase.

Motion to approve the taser quote as presented was made by Council Member Roth and seconded by Council Member Stepp. Motion carried unanimously. Vote: 5-0.

6. Vehicle Purchases

Chief McCann requested approval to purchase four patrol vehicles and one CID vehicle. These vehicles are replacement vehicles for our fleet and the older vehicles will be declared surplus. The vehicles are budgeted items and will be paid for out of federal asset forfeiture funds with the exception of the Animal Control truck which will be paid for out of leasepool.

The Police Department sent a request for bids (RFB) for above noted vehicles to 11 local car dealerships and also placed the RFB on the City's website. We subsequently received two bids from the dealerships. The following are the bids for the above noted vehicles from each dealership that met the specifications:

Robert Loehr Dodge	$162,296.00 (total)
Don Jackson Dodge	$163,937.72 (total)

The total amount for all of the vehicles is $162,296.00 with one Animal Control truck in an amount of $21,410.00 being paid out of the leasepool.

Chief McCann recommended the low bid Robert Loehr Dodge for above noted vehicle purchases. The purchase of the vehicles and the equipment that will not exceed $240,000.00.

This is a budgeted item (federal asset forfeiture money) and the E-Verify and E-Save documents have been submitted to the Police Department and are on file. am requesting your support and recommendation for this purchase.

A motion to approve police department vehicle purchases was made by Council Member Roth and seconded by Council Member Stepp. Motion carried unanimously. Vote: 5-0.

Added Item #1:

Chief McCann stated he would like to purchase a Cellebrite UFED Pro Series LX. This software is used to download information from electronic devices such as: tablets and cell phones. If this software is purchased prior to September 6, 2018 the City can save $6,000.00. The total is $22,755.26, and it recommended for approval.

Motion to approve the software purchase for the Police Department was made by Council Member Cooley and seconded by Council Member Stepp. Motion carried unanimously. Vote: 5-0.

7. Gymnastics Center AC Unit Replacement

Greg Anderson, Parks and Recreation Department Head stated quotes were solicited for replacement of a 5-ton air conditioning unit and air handler for one of the seven units at the Cartersville Gymnastics Center. This unit was installed in 1994 in anticipation of hosting a 1996 Olympic Team.

Mr. Anderson recommended purchase/installation of an air conditioning unit and air handler from Pendley Heating & Air Conditioning, Inc. for the amount of $5,646.85. All required documents have been received. This replacement project will be funded from Parks and Recreation maintenance and operation budget.

A motion to approve Pendley Heating and Air to replace the Gymnastics AC Unit was made by Council Member Roth and seconded by Council Member Stepp. Motion carried unanimously. Vote: 5-0.

8. Bid 18-004 Dellinger Park Tennis Courts Repair/Resurface/Strip

Mr. Anderson stated Bid 18-004, Dellinger Park Tennis Courts Repair/Resurface/Stripe documents were legally posted on the City and Georgia Procurement websites and 1 bid was received. A potential bidder emailed that his company's workload would not allow him to bid and another bidder did not follow through. The single bidder previously performed this type work for CPRD and their bid price is fair.

Dellinger Park Tennis Courts (14), Basketball Courts (2), 440-Yard Track and Hicks Park Tennis Courts (3) are venues addressed in this bid project. Work Scope 2, includes RiteWay

Crack Repair System for each venue as well as general repair/resurfacing/striping for courts/track. The total bid price amount of $251,000.00 is under the previous GO Bond Recreation Revised Budget that was presented last month.

All required documentation and the bid bond has been received. We recommend the bid from Signature Tennis Courts, Inc. in Woodstock GA and request that Mayor Santini be authorized to sign any and all related documents. This project will be paid from General Obligation Park Bonds.

A motion to approve Bid 18-004 Dellinger Park Tennis Courts Repair/Resurface/Strip was made by Council Member Cooley and seconded by Council Member Roth. Motion carried unanimously. Vote: 5-0.

Added Items

2. Tower Truck Repair - Fire

Chief Carter came forward and stated a tower truck has had some mechanical issues. This truck ended up going to Matthew's Garage and Chief Carter requested a not to exceed amount of $6,500.00 in order to cover the cost.

Motion to approve a not to exceed amount of $6,500.00 for the Fire Tower Truck was made by Council Member Wren and seconded by Council Member Roth. Motion carried unanimously. Vote: 5-0.

3. Grading Services from Summit Grading – Gas

Mr. Lovell stated the Gas Department is in need of grading services, and this was put out for bid. The recommended bid is with Summit Grading Services in an amount of $97, 300.00. This project is several hundred thousand dollars over budget and the City was able to negotiate a lower price from the lowest bidder.

Motion to approve Summit Grading Services in the amount of $97,300.00 was made by Council Member Wren and seconded by Council Member Hodge. Motion carried unanimously. Vote: 5-0.

G. Contracts/Agreements

1. Amendment to the Annual Audit

Keith Lovell, City Attorney stated on June 21, 2018, Council approved the city's annual audit to be performed by Mauldin and Jenkins, LLC. We would like to amend the Mauldin and Jenkins, LLC contract to include an audit of the joint Drug Task Force. The agreed upon procedures to be used by Mauldin and Jenkins, LLC for the joint Drug Task Force audit is attached. Mr. Lovell recommended approval of the agreed upon procedures and ask that the Mayor be approved to sign the document.

Motion to approve the amendment to the Annual Audit was made by Council Member Wren and seconded by Council Member Roth. Motion carried unanimously. Vote: 5-0.

H. Other

1. Regions Bank Incumbency Certificate

Tom Rhinehart, Finance Department Head stated Regions Bank Corporate Trust, the leasepool holder, needs to have updated signatures on file for our new City Manager. The attached document will be used to update the master file for the leasepool as instructed by Regions Bank. Mr. Rhinehart asked for Council's approval for the Mayor to sign the incumbency certificate for Regions Bank Corporate Trust.

Motion to approve the Regions Bank Incumbency Certificate was made by Council Member Roth and seconded by Council Member Cooley. Motion carried unanimously. Vote: 5-0.

2. City School System 2018 Millage Rate Set at 15.674 Mills

Mr. Rhinehart stated the Cartersville City School Board has approved the rollback rate of 15.674 mills for the 2018 property tax rate. The City Council approves the school board's rate for City residents where all of the property taxes collected are used by the Cartersville City School System. I recommend the approval of the Cartersville City School System property tax millage rate of 15.674 mills for 2018.

Council Member Hodge made a motion to approve the City School System 2018 Millage Rate Set at 15.674 Mills and it was seconded by Council Member Wren. Motion carried unanimously. Vote: 5-0.

3. Cartersville Business Improvement District 2018 Property Tax Millage Rate to Be Set at 2.21 Mills

Mr. Rhinehart stated the Cartersville Business Improvement District (BID) is made up of the Downtown Cartersville Business District. These businesses have been self-assessing a property tax over the past several years to raise funds for the downtown area. The Downtown Development Authority (DDA) works with local downtown businesses to use the funds to improve the downtown area. The DDA requests the Council's approval to use the rollback rate of 2.21 mills. I recommend approval of the Cartersville Business Improvement District property tax millage of 2.21 mills for 2018.

Council Member Roth made a motion to approve the Cartersville Business Improvement District 2018 Property Tax Millage Rate to Be Set at 2.21 Mills and it was seconded by Council Member Cooley. Motion carried unanimously. Vote: 5-0.

4. City of Cartersville M&O Property Tax Millage Rate to Be Set at 2.259 Mills

Mr. Rhinehart stated the property taxes received from the Cartersville M&O property tax collections are used for the general city government operations which include police, fire, recreation, public works, etc. The proposed millage rate of 2.259 mills is the rollback rate. Mr. Rhinehart recommended approval of the Cartersville M&O property tax millage rate of 2.259 mills for 2018.

Council Member Stepp made a motion to approve the Cartersville Business Improvement District 2018 Property Tax Millage Rate to Be Set at 2.21 Mills and it was seconded by Council Member Cooley. Motion carried unanimously. Vote: 4-0.

5. Cartersville GO Recreation Bond 2018 Property Millage Rate to BE Set at 2.259 Mills

Mr. Rhinehart stated the citizens of Cartersville approved a referendum in November 2014 authorizing the city to issue bonds to be used to pay for renovations and improvements to the parks and recreation buildings and properties. The bonds were issued with a ten-year payback period. In order to make the scheduled bond payments, the city is assessing a property tax millage of 0.969 mills for 2018, and it was also approved by the citizens. The millage rate will fluctuate over the ten-year payback period and will need to be set with a millage rate large enough to cover the semi-annual bond payments. I recommend approval of the Cartersville GO Parks and Recreation Bond tax millage rate of 0.969 mills for 2018.

Motion to approve the Cartersville GO Recreation Bond 2018 Property Millage Rate to BE Set at 2.259 Mills was made by Council Member Cooley and seconded by Council Member Roth. Motion carried unanimously. Vote: 5-0.

K. Monthly Financial Statement

1. June 2018 Financial Report

Mr. Rhinehart came forward and gave a financial report comparing June 2018 to June 2019. Mr. Rhinehart explained differences between all funds, expenditures and revenue increases and decreases.

Mayor Santini welcomed the new School Superintendent Mr. Feuerbach to the City of Cartersville.

Council Member Roth stated he appreciated the millage rate rollbacks and knows it helps the citizens.

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

Meeting Adjourned

/s/ ___________________________
Matthew J. Santini
Mayor

ATTEST:

/s/ ______________________________
Meredith Ulmer
City Clerk

City of Cartersville

City Council Meeting
9/6/2018 7:00:00 PM
AZ18-02: 539 Rowland Springs Road, approx 0.69 acres, County R-2 to proposed City MF14. Petitioner: Ghanayanjivani, LLC.

SubCategory:	Public Hearing - 2nd Reading of Zoning/Annexation Requests
Department Name:	Planning and Development
Department Summary Recomendation:	The annexation and zoning request is to annex property located at 539 Rowland Springs Rd. at the corner of Rowland Springs Rd. and Corinth Rd. The lot contains an unoccupied single family detached house that has been converted to a duplex. The lot contains approximately 0.69 acres. The owner wishes to annex into the City to take advantage of better utility rates and for easier management of other rental properties that are in the City, particularly those adjacent to this one. The current zoning is R-2. The proposed zoning is MF-14 to allow a duplex unit. The Planning Commission recommends approval with one condition: Limit the residential use to one (1) single family detached or duplex unit. Approved (5-0)
City Manager's Remarks:	No changes have been made since the first reading. Planning Commission recommended your approval of this item.
Financial/Budget Certification:	
Legal:	
Associated Information:	

ZONING & ANNEXATION SYNOPSIS

Petition Number(s): AZ18-02

APPLICANT INFORMATION AND PROPERTY DESCRIPTION

Applicant: **Ghanayanjivan LLC.**
Representative: **Mr. Janubhai Desai**

Location: **539 Rowland Springs Rd.**

Total Acreage: **Approx. 0.69**

LAND USE INFORMATION

Current Zoning: County R-2 (Residential)

Proposed Zoning: MF-14 (Multi-Family Family Residential)

Proposed Use: Duplex dwelling.

Current Zoning of Adjacent Property:

North: R-15 (Single Family Residential)
South: County R-3 (Residential- Multi-family)
East: MF-14 (Multi- Family Residential)
West: G-C (General Commercial)

For All Tracts:

District: 4th **Section**: 3rd **LL(S)**: 313,314,335 &336
Ward: 1 **Council Member:** Kari Hodge

The Future Development Plan designates the subject property as: Adjacent properties are designated as Neighborhood Living, Mixed-Use Activity Center, and Parkway Corridor.

The Future Land Use Map designates adjacent or nearby city properties as: Low- Medium Density Residential, High Density Residential, and Commercial.

ANALYSIS

City Departments Reviews

Electric:
Takes no exception.

Fibercom:
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Fire:

Gas:
Takes no exception.

Public Works:

Water and Sewer:

Public comments:
No comments received.

Cartersville School District:
Under review. No comments received as of 8-1-18.

REQUEST SUMMARY:

The annexation and zoning request is to annex property located at 539 Rowland Springs Rd. at the corner of Rowland Springs Rd. and Corinth Rd. The lot contains an unoccupied single family detached house that has been converted to a duplex. The lot contains approximately 0.69 acres. The owner wishes to annex into the city to take advantage of better utility rates and for easier management of other rental properties that are in the city, particularly those adjacent to this one.

Lots to the north and south contain single family detached residential units. Lots to the east contain townhomes. Lots to the west are commercial and border Hwy 41. City utilities currently serve this lot and adjacent lots.

STANDARDS FOR EXERCISE OF ZONING POWERS.

A. *Whether the zoning proposal will permit a use that is suitable in view of the use and development of adjacent and nearby property.*
The MF-14 zoning district permits duplex units and seems to be an appropriate zoning category for the adjacent and nearby properties which are zoned MF-14, Uninc. R-2, and Single family R-15.

B. *Whether the zoning proposal will create an isolated district unrelated to adjacent and nearby districts.*
The proposed application will not create an isolated district.

C. *Whether the zoning proposal will adversely affect the existing use or usability of adjacent or nearby property.*
The proposed zoning should not adversely affect the existing use of adjacent property.

D. *Whether the property to be affected by the zoning proposal has a reasonable economic use as currently zoned.*
As currently zoned, the property has a reasonable economic use. The R-2 district allows duplex housing.

E. *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 should not result in a use that will have an excessive or burdensome use of streets, transportation facilities, utilities or schools.

F. *Whether the zoning proposal is in conformity with the adopted local Comprehensive Land Use Plan.*
The annexation and zoning would conform to the city's land use plan for the area.

G. 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.
The zoning proposal should not have an adverse environmental effect compared to the existing land use.

H. 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.
No additional conditions are known.

RECOMMENDATION

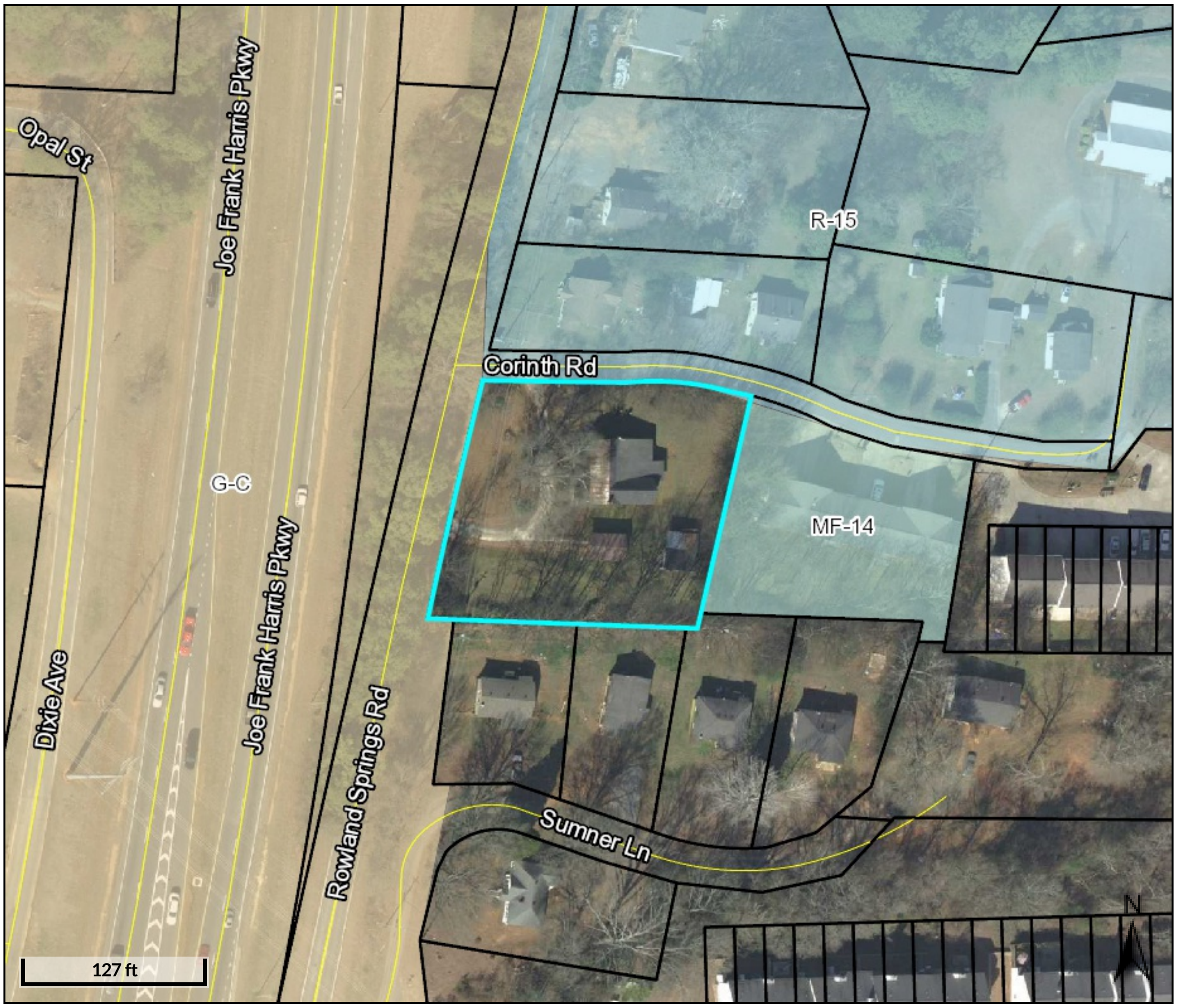
Per code enforcement's report, building and site issues have been identified and should be addressed. No negative impacts have been identified if property use is limited to a duplex unit. The proposed annexation may help to fill one of the many zoning and service "holes'" within the city limits. If the site were to be redeveloped under the MF-14 zoning, the site would be limited to 9 units. (0.69ac x 14 un/ac).

Staff recommends approval with the following conditions:

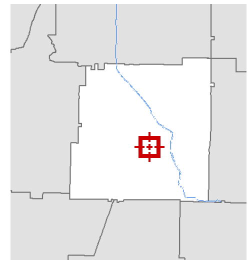
1. *Limit the residential use to one (1) single family detached or duplex unit.*

PLANNING COMMISSION RECOMMENDATION:

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	0078E-0001-002	**Alternate ID**	19628	**Owner Address**	GHANAYANJIVAN LLC
Sec/Twp/Rng	n/a	**Class**	Residential		50 GALWAY DR

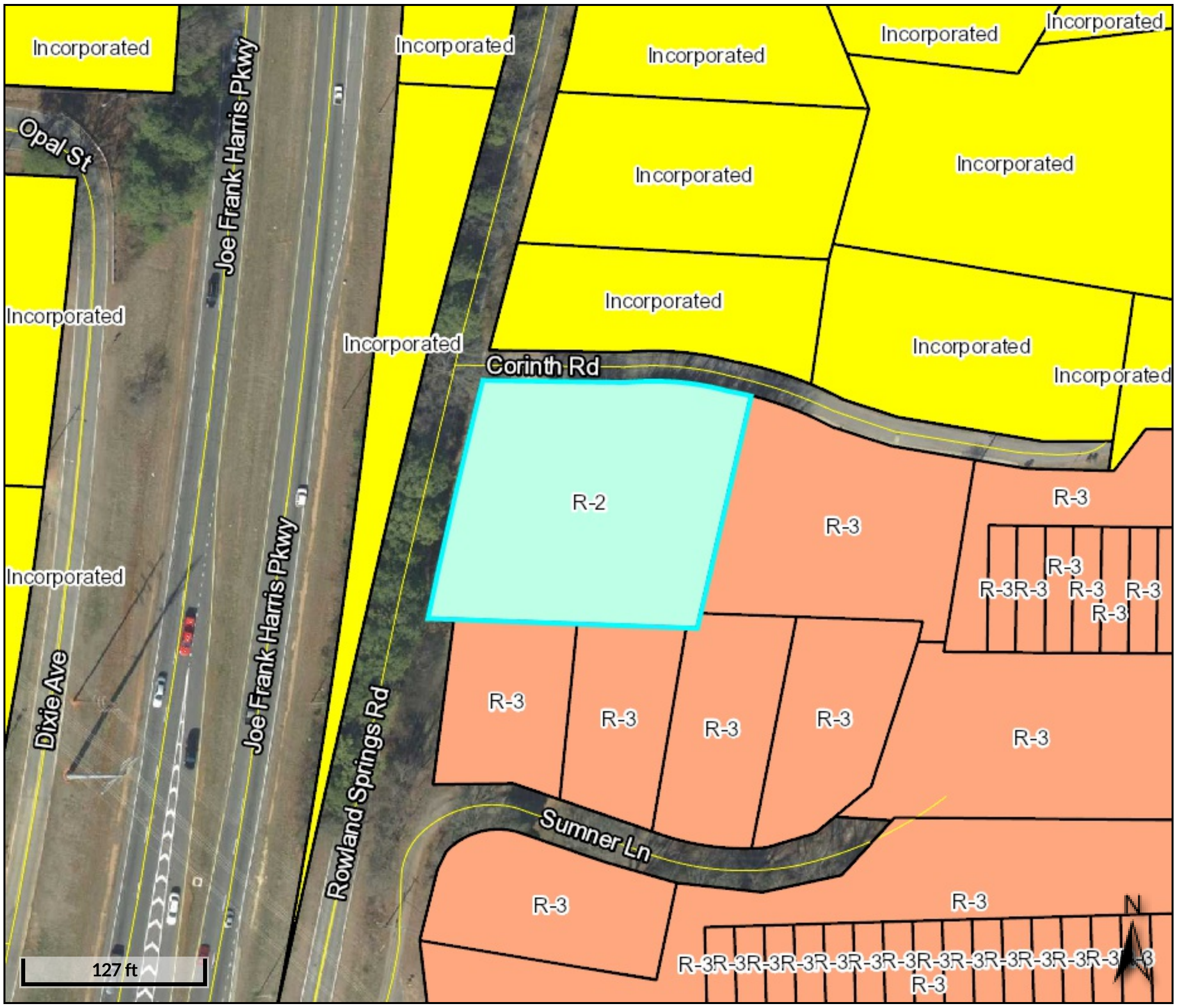
Property Address 539 ROWLAND SPRINGS RD Bartow County **Acreage** 0.69 CARTERSVILLE GA 30120

District	Bartow County
Brief Tax Description	LL 313-336 D 4 NOT IN CITY
	(Note: Not to be used on legal documents)

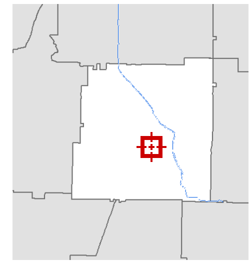
Date created: 7/27/2018
Last Data Uploaded: 7/26/2018 10:06:09 PM

Developed by Schneider GEOSPATIAL

qPublic.net™ Bartow County, GA



Overview



Legend

- Parcels
- Roads
- City Labels

Bartow County Zoning

- BPD (wC)
- Unknown
- R7 (wC)
- R-7
- A-1
- A1CU
- A1 (wC)
- BPD
- C-1
- C1CU
- C1 (wC)
- CN
- CNCU
- CN (wC)
- Conditional Use
- I-1
- I-2
- I1CU
- I1 (wC)
- I2CU
- I2 (wC)
- Incorporated
- M-1
- M1CU
- M1 (wC)
- O/I
- OICU
- OI (wC)
- PUD
- PUDCU
- PUD (wC)
- R-1
- R-2
- R-3

CITY OF CARTERSVILLE INSPECTION REPORT

Date: **July 31, 2018**

Property Address: **539 Rowland Springs Road**

Owner/Agent: **Ghanayanjivan LLC/Akshar Desai**

Housing Inspector: **Donna L. Fritz**

Date of Inspection: **July 20, 2018**

2012 International Property Maintenance Code®

Chapter 3 General Requirements
§ 301 General

301.1 Scope. The provisions of this chapter shall govern the minimum conditions and the responsibilities of persons for maintenance of structures, equipment and exterior property.

301.2 Responsibility. The owner of the premises shall maintain the structures and exterior property in compliance with these requirements, except as otherwise provided for in this code. A person shall not occupy as owner-occupant or permit another person to occupy premises which are not in a sanitary and safe condition and which do not comply with the requirements of this chapter. Occupants of a dwelling unit, rooming unit or housekeeping unit are responsible for keeping in a clean, sanitary and safe condition that part of the dwelling unit, rooming unit, housekeeping unit or premises which they occupy and control.

Violation(s): Make repairs as listed below.

301.3 Vacant structures and land. All vacant structures and premises thereof or vacant land shall be maintained in a clean, safe, secure and sanitary condition as provided herein so as not to cause a blighting problem or adversely affect the public health or safety.

§ 302 Exterior Property Areas

302.1 Sanitation. All exterior property and premises shall be maintained in a clean, safe and sanitary condition. The occupant shall keep that part of the exterior property which such occupant occupies or controls in a clean and sanitary condition.

Violation(s): Remove piles of rubbish in the yard that include lumber, bricks and tires.

302.3 Sidewalks and driveways. All sidewalks, walkways, stairs, driveways, parking spaces and similar areas shall be kept in a proper state of repair, and maintained free from hazardous conditions.

Violation(s): Repair driveway and parking spaces to meet city ordinance 17.11 and 17.2; no vehicles shall be allowed to park in the front yard between the principal building and the street (residential). All vehicles shall be parked on an all-weather surface, such as gravel, asphalt or concrete.

Currently, there is no defined parking area and gravel has been overtaken with grass. Additionally, if gravel is used, a concrete apron may be required by the City Public Works Department. Each dwelling unit should have a minimum of two parking spaces (per unit).

302.4 Weeds. All premises and exterior property shall be maintained free from weeds or plant growth in excess of 10 inches. All noxious weeds shall be prohibited.

Violation(s): Remove large pile of brush around trees in front yard.

§ 304 Exterior Structure

304.1 General. The exterior of a structure shall be maintained in good repair, structurally sound and sanitary so as not to pose a threat to the public health, safety or welfare.

Violation(s): Make repairs as listed below.

304.2 Protective Treatment. All exterior surfaces, including but not limited to doors, door and window frames, cornices, porches, trim, balconies, decks and fences shall be maintained in good condition. Exterior wood surfaces, other than decay-resistant woods, shall be protected from the elements and decay by painting or other protective covering or treatment. Peeling, flaking and chipped paint shall be eliminated and surfaces repainted. All siding and masonry joints as well as those between the building envelope and the perimeter windows doors and skylights shall be maintained weather resistant and water tight. All metal surfaces subject to rust or corrosion shall be coated to inhibit such rust and corrosion and all surfaces with rust or corrosion shall be stabilized and coated to inhibit future rust and corrosion. Oxidation stains shall be removed from exterior surfaces. Surfaces designed for stabilization by oxidation are exempt from this requirement.

Violation(s): Repair/Replace ceiling on front porch; make sure ceiling is sealed and covered with a protective treatment.

304.5 Foundation walls. All foundation walls shall be maintained plumb and free from open cracks and breaks and shall be kept in such condition so as to prevent the entry of rodents and other pests.

Violation(s): Repair/Replace open penetration on block foundation wall; large opening on the north side of the structure.

304.7 Roofs and drainage. The roof and flashing shall be sound, tight and not have defects that admit rain. Roof drainage shall be adequate to prevent dampness or deterioration in the walls or interior portion of the structure. Roof drains, gutters and downspouts shall be maintained in good repair and free from obstructions. Roof water shall not be discharged in a manner that creates a public nuisance.

Violation(s): Repair/Replace roof and gutter on the front porch; make sure roof and flashing is sound and tight and will not admit rain. Gutters should be in good repair with no obstructions.

Ensure that all applicable permits (building, plumbing, HVAC, electrical) are obtained before any repair, renovation and/or demolish work is started.

Application for Annexation/ Zoning
City of Cartersville

Case Number: A218-02
Date Received: 6/14/18

Public Hearing Dates:

Planning Commission 8/7/18 **5:30pm** **1st City Council** 8/16 **7:00pm** **2nd City Council** 9/6 **7:00pm**

JANUBHAI DESAI

Applicant GHANAYANJIVAN LLC (printed name)
Office Phone
Address 50 GALWAY DRIVE
Mobile/ Other Phone 678-699-7131
City CARTERSVILLE State GA Zip 30120 Email janudesai@bellsouth.net

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

Representative Signature
Applicant Signature

Signed, sealed and delivered in presence of:
Susan A. Gilmore
Notary Public
My commission expires: April 15, 2022

* Titleholder GHANAYANJIVAN LLC (titleholder's printed name)
Phone 678-699-7131
Address 50, Galway DR.
Email janudesai@bellsouth.net
Signature

Signed, sealed, delivered in presence of:
Susan A. Gilmore
Notary Public
My commission expires: April 15, 2022

Present Zoning District MF-14 For Duplex (R-2 County)
Requested Zoning ~~R-3~~ (MF-14 for Duplex)
Acreage .69 Land Lot(s) 313-336 District(s) 4th Section(s) 3rd
Location of Property: 539 ROWLAND SPRING RD. CARTERSVILLE GA. 30120
(street address, nearest intersections, etc.)
Reason for Rezoning Request: ~~Duplex to~~ Single Family House future Conversion to Duplex
(attach additional statement as necessary)

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

Item # 2

Zoning Analysis for Annexation/ Zoning

Specifics of Proposed Use

Case Number: AZ18-02

Item # 2

Tax Map Parcel(s) # 0078E-0001002 Voting Ward(s) 1- HOOGE

Current Land Use ~~[illegible]~~ R-2SF Resid. Current Zoning R-2 ~~MF-14 for Duplex~~

Proposed Land Use ~~[illegible]~~ Duplex Proposed Zoning ~~R-3~~ MF-14 for duplex

Number of Dwelling Units 1 Number of Occupants 0, Not Occupied.

Owner Occupied? Yes_____ No ✓

Racial Composition N/A

Number of School-aged Children N/A Grade Level(s) of School-aged Children N/A

School(s) to be attended: N/A

Current Utility Service Providers (Check Service provider or list if Other)

Water: ✓ City _____ County _____ Well/ Other

Sewer: ✓ City _____ County _____ Septic/ Other

Natural Gas: ✓ City _____ Other (List) _____

Electricity: ✓ City _____ GA Power _____ Greystone

_____ Other (List) _____

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: 6/14/18

Date Two Years Prior to Application: 6/14/16

Date Five Years Prior to Application: 6/14/13

Item # 2

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] 06-04-2018

Signature Date

JANUBHAI DESAI

Print Name

SURVEYOR'S CERTIFICATE

That the undersigned, a Georgia Registered Land Surveyor, on behalf of the above Annexation/ zoning applicant do certify the following:

1) That the attached survey contains no fewer than four surveyed map regulation points and recorded with the Georgia Coordinate System of 1985.

2) That the attached survey shows the boundaries of the area being annexed and the existing boundaries of the area being annexed and the existing boundaries of the annexing municipality between the points at which these boundaries close, if applicable.

3) That the attached survey meets the requirements of O.C.G.A. 15-6-67 and Section 180-7-01 Technical Standards for Property Survey, Rules and Regulations of the State of Georgia.

4) That the map demarcation of the map registration points are well distributed along, within, or near the boundary of the annexed area.

5) That at least one-eighth of the aggregate external boundary or fifty (50) feet of the area to be annexed, whichever is less, either abuts directly on the municipal boundary or would directly abut on the municipal boundary if it were not otherwise separated from the municipal boundary by other lands owned by the municipal corporation, by lands owned by this State, or by the definite width of any street or street right of way; any creek or river; any right of way of a railroad or other public service corporation, which divides the municipal boundary from any area proposed to be annexed.

Item # 2

____
Date

______________________________ (Seal)
Georgia Registered Land Surveyor

ZONING ADMINISTRATOR:

1. Case Number: A18-02

2. Yes ✓ No _____

The above property complies with the City of Cartersville minimum size requirements to construct a building or structure occupiable by persons or property under the policies, ordinance, or regulations of the City of Cartersville.

3. Survey attached?

6/14/18
Date

Daniel Hayes
Zoning Administrator

qPublic.net™ Bartow County, GA

Overview

Item # 2

Legend

- Parcels
- Roads
- City Labels

Cartersville Zoning

- AG
- DBD
- G-C
- G-C*
- H-I
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- MN
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- O-C*
- P-D
- P-D*
- P-I
- P-S
- P-S*
- R-10
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- R-7*
- R-D
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Parcel ID	0078E-0001-002	**Alternate ID**	19628	**Owner Address**	GHANAYANJIVAN LLC
Sec/Twp/Rng	n/a	**Class**	Residential		50 GALWAY DR

qPublic.net™ Bartow County, GA

Overview

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- Roads
- City Labels

Bartow County Zoning

Item # 2

- BPD (wC)
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- O/I
- OICU
- OI (wC)
- PUD
- PUDCU
- PUD (wC)
- R-1
- R-2
- R-3

Item # 2

EXHIBIT "A"
LEGAL DESCRIPTION

All that tract or parcel of land lying and being in the 4th District and 3rd Section of Bartow County, Georgia, situated off the Northeast boundary of the City of Cartersville, and on the East side of Rowland Springs Road and more particularly described as follows: BEGINNING on the East side of Rowland Springs Road where the same intersects with the South side of the road that leads from the Rowland Springs Road in an Easterly direction to Corinth Church and running thence in an Easterly direction along the South side of the road leading from the Rowland Springs Road to Corinth Church 182 feet; thence South 150 feet, more or less, to the property now or formerly owned by C. S. Townsley; thence West along the North line of the Townsley property 182 feet to the East side of the Rowland Springs Road; thence in a Northerly direction along the East side of the Rowland Springs Road 150 feet, more or less, to the South side of the Road which leads from Rowland Springs Road to Corinth Church and the point of beginning. The same being the same property as conveyed by Warranty Deed, dated September 30, 1966 from W. J. Clark to Mary Lee Clark, as recorded in Deed Book 156, Page 390, on October 1, 1966, in the Office of the Clerk of Bartow Superior Court.

√

RECEIVED
Clerk of Superior Court - Bartow Co. Ga
04/06/2017 03:34 PM

DOC# 004084
FILED IN OFFICE
4/6/2017 03:33 PM
BK:2910 PG:575-576
MELBA SCOGGINS
CLERK OF SUPERIOR COUR
BARTOW COUNTY
Melba Scoggins

REAL ESTATE TRANSFER
PAID: $60.00

PT-61 008-2017-001238

After recording, please return to:
WHITE & CHOATE , LLC
Attorneys at Law
Attn: Christina
100 WEST CHEROKEE AVENUE
CARTERSVILLE, GA 30120
17-18686 Ghanayanjivan, LLC

Item # 2

WARRANTY DEED

STATE OF GEORGIA
COUNTY OF BARTOW

This Indenture made this **5th day of April, 2017,** between **William R. Peterson,** as party or parties of the first part, hereinafter called Grantor, and **Ghanayanjivan, LLC**, as party or parties of the second part, hereinafter called Grantee (the words "Grantor" and "Grantee" to include their respective heirs, successors and assigns where the context requires or permits).

W I T N E S S E T H that: Grantor, for and in consideration of the sum of **TEN AND 00/100'S ($10.00) Dollars** and other good and valuable considerations in hand paid at and before the sealing and delivery of these presents, the receipt whereof is hereby acknowledged, has granted, bargained, sold, aliened, conveyed and confirmed, and by these presents does grant, bargain, sell, alien, convey and confirm unto the said Grantee,

> **ALL THAT TRACT OR PARCEL OF LAND lying and being in Land Lots 313-336 of the 4th District, 3rd Section, Bartow County, Georgia; and, being more particularly described on Exhibit "A" attached hereto and made a part hereof by reference.**
>
> **This conveyance is subject to zoning, easements, covenants, conditions and restrictions of record, if any.**

TO HAVE AND TO HOLD the said tract or parcel of land, with all and singular the rights, members and appurtenances thereof, to the same being, belonging, or in anywise appertaining, to the only proper use, benefit and behoof of the said Grantee forever in **FEE SIMPLE.**

AND THE SAID Grantor will warrant and forever defend the right and title to the above described property unto the said Grantee against the claims of all persons whomsoever.

IN WITNESS WHEREOF, Grantor has hereunto set grantor's hand and seal this day and year first above written.

Signed, sealed and delivered in the presence of **GRANTOR:**

WARRANTY DEED

STATE OF GEORGIA
COUNTY OF BARTOW

This Indenture made this **5th day of April, 2017,** between **William R. Peterson,** as party or parties of the first part, hereinafter called Grantor, and **Ghanayanjivan, LLC**, as party or parties of the second part, hereinafter called Grantee (the words "Grantor" and "Grantee" to include their respective heirs, successors and assigns where the context requires or permits).

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Item # 2

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AND THE SAID Grantor will warrant and forever defend the right and title to the above described property unto the said Grantee against the claims of all persons whomsoever.

IN WITNESS WHEREOF, Grantor has hereunto set grantor's hand and seal this day and year first above written.

Signed, sealed and delivered in the presence of

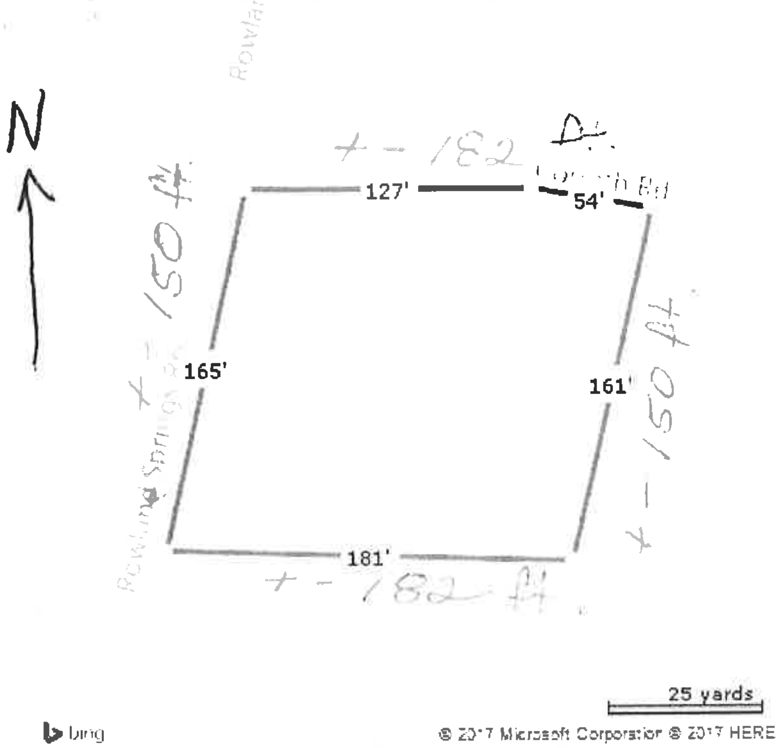
Witness

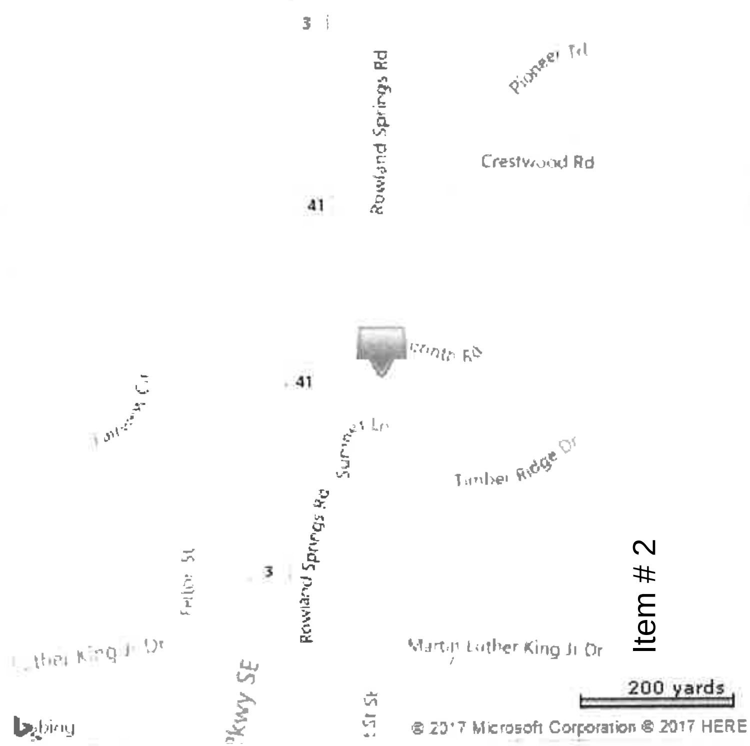
Notary Public
Affix Seal

GRANTOR:

William R. Peterson

Property Map





*Lot Dimensions are Estimated

See Exhibit A - attached

539 Rowland Springs Rd, Cartersville, GA 30121-2930, Bartow County

3	1,722	30,030	$60,000
Beds	Bldg Sq Ft	Lot Sq Ft	Sale Price
1	1930	SFR	04/05/2017
Baths	Yr Built	Type	Sale Date

Owner Information

Owner Name:	**Ghanayanjivan LLC**	Tax Billing Zip:	**30121**
Tax Billing Address:	**539 Rowland Springs Rd**	Tax Billing Zip+4:	**2930**
Tax Billing City & State:	**Cartersville, GA**		

Location Information

Item # 2

Township:	**County**	Zoning:	**R-3**
Census Tract:	**9607.00**	Flood Zone Code:	**X**
Carrier Route:	**C012**	Flood Zone Panel:	**13015C0266G**
Neighborhood Code:	**0004**	Flood Zone Date:	**09/28/2007**

Tax Information

Tax ID:	**0078E-0001-002**	Lot No.:	**2**
Parcel ID:	**0078E 0001 002**	% Improved:	**61%**
Alt APN:	**19628**	Tax Area:	**06**
Block No.:	**1**	Tax Appraisal Area:	**06**
Legal Description:	**LL 313-336 D 4 NOT IN CITY**		

Assessment & Tax

Assessment Year	2016	2015	2014
Assessed Value - Total	$10,320	$10,320	$13,760
Assessed Value - Land	$4,000	$4,000	$4,000
Assessed Value - Improved	$6,320	$6,320	$9,760
YOY Assessed Change ($)	$0	-$3,440	
YOY Assessed Change (%)	0%	-25%	
Market Value - Total	$25,800	$25,800	$34,400
Market Value - Land	$10,000	$10,000	$10,000
Market Value - Improved	$15,800	$15,800	$24,400

Tax Year	**Total Tax**	**Change ($)**	**Change (%)**
2014	$85		
2015	$48	-$37	-43.47%
2016	$48	$0	0%

Characteristics

Land Use - Universal:	**SFR**	Total Baths:	**1**
Land Use - County:	**Single Family Resid**	Full Baths:	**1**
Lot Acres:	**0.6894**	Fireplaces:	**1**
Lot Area:	**30,030**	Floor Cover:	**Vinyl Sheet**
Lot Frontage:	**165**	Heat Fuel Type:	**Coal/Wood/Oil**
Lot Depth:	**182**	Cooling Type:	**Wall**
# of Buildings:	**1**	Interior Wall:	**Wall Board**
Year Built:	**1930**	Exterior:	**Sheathing/Wood**
Effective Year Built:	**1950**	Roof Material:	**Metal**
Stories:	**1**	Porch:	**Finished/Open Porch**
Building Sq Ft:	**1,722**	Porch Type:	**Finished/Open Porch**

Gross Area:	**1,722**	Porch 1 Area:	**380**
Ground Floor Area:	**1,722**	Condition:	**Below Average**
Bedrooms:	**3**		

Features

Building Description	**Building Size**
Base	1,722
Prch Opn Fin	380

Estimated Value

RealAVM™ (1):	**$66,985**	Confidence Score (2):	**79**
RealAVM™ Range:	**$58,947 - $75,023**	Forecast Standard Deviation (3):	**12**
Value As Of:	**07/27/2017**		

(1) RealAVM™ is a CoreLogic® derived value and should not be used in lieu of an appraisal.

(2) The Confidence Score is a measure of the extent to which sales data, property information, and comparable sales support the property valuation analysis process. The confidence score range is 60 - 100. Clear and consistent quality and quantity of data drive higher confidence scores while lower confidence scores indicate diversity in data, lower quality and quantity of data, and/or limited similarity of the subject property to comparable sales.

(3) The FSD denotes confidence in an AVM estimate and uses a consistent scale and meaning to generate a standardized confidence metric. The FSD is a statistic that measures the likely range or dispersion an AVM estimate will fall within, based on the consistency of the information available to the AVM at the time of estimation. The FSD can be used to create confidence that the true value has a statistical degree of certainty.

Last Market Sale & Sales History

Item # 2

Recording Date:	**04/06/2017**	Price Per Square Feet:	**$34.84**
Settle Date:	**04/05/2017**	Deed Book & Page:	**2910-575**
Sale Price:	**$60,000**	Deed Type:	**Warranty Deed**

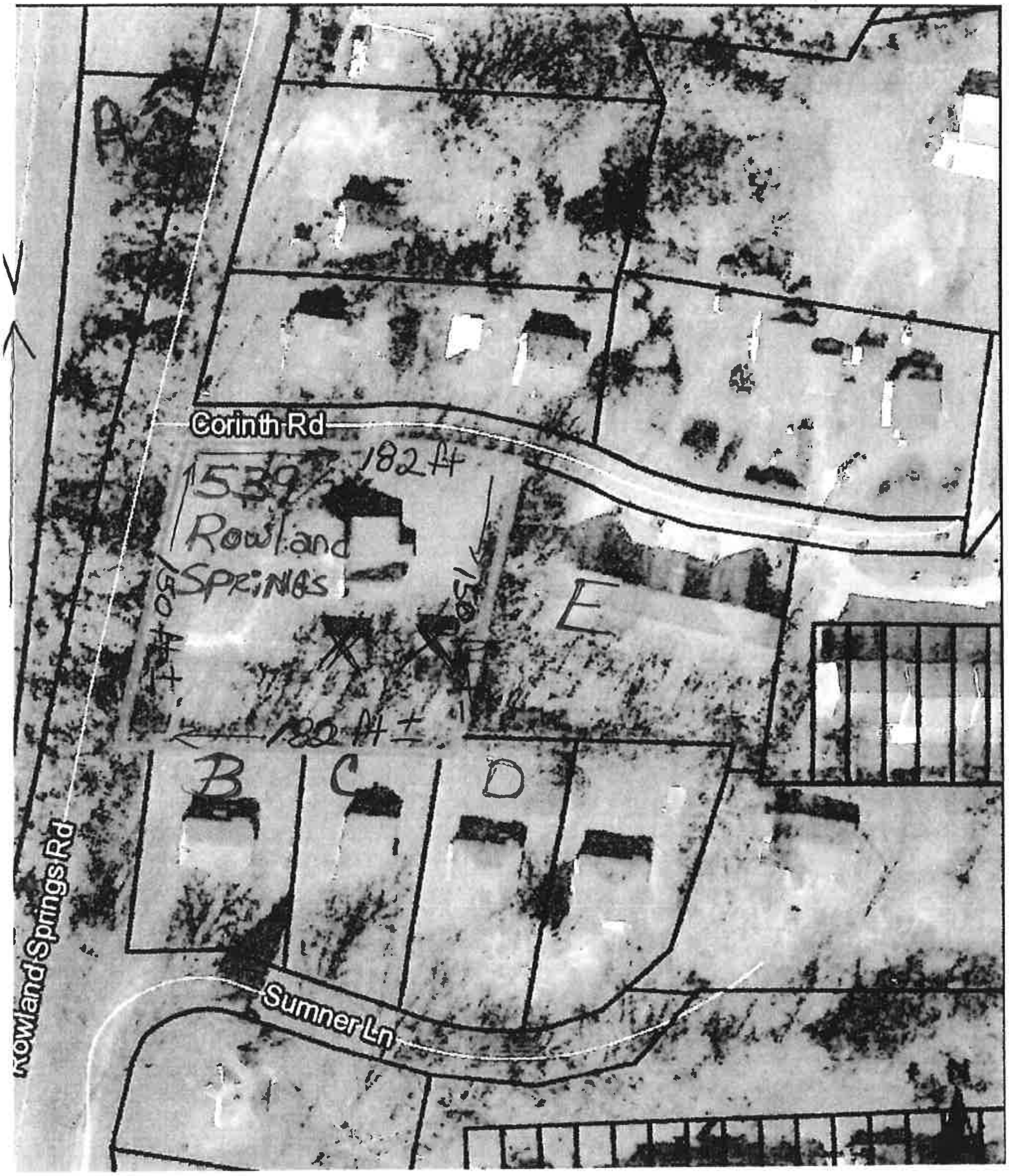
Recording Date	04/06/2017	
Sale/Settlement Date	04/05/2017	07/1975
Sale Price	$60,000	
Deed Book & Page	2910-575	259-259
Document Type	Warranty Deed	Warranty Deed
Buyer Name	Ghanayanjivan LLC	Kendricks Rachel S
Seller Name	Peterson William R	Owner Record

Mortgage History

Mortgage Date	11/14/2011
Mortgage Amount	$46,864
Mortgage Lender	Swbc Mtg Corp
Mortgage Code	Fha
Mortgage Type	Refi

et™ Bartow County, GA

Item # 2



A - WOMACK TWO LLC
B, C, D - TYDIFFY, LLC
E - WOMACK Three LLC

RESIDENTIAL IMPROVEMENT - 0078E-0001-002

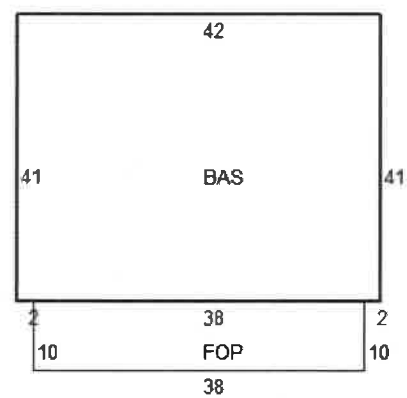
Impr Key	219084	Basement / Attic	Squarefoot
Class / Strat	R1	Bsmt / Finish	0 / 0.00
Occupancy / Style	SingleFamily	Attic / Finish	0 / 0.00
Rooms	0	Basement Quality	
Bedrooms	3	Attic Quality	
Heated Area	1,722	Grade	0.90
Story Height	1 story	Year Built	1930
Foundation	Continous Ft	Eff Year Built	0
Exterior Wall	Wood Lap	Condition	Good
Roofing	Corr Sht Mtl	RCN	110,100
Roof Shape	Gable	Phy Depr	0.52
Floor Construction	Wood Joist	Phy OVR	0.00
Floor Finish	Carpet	Func Obsol	1.00
Interior Wall	Wood	Econ Obsol	1.00
Interior Ceiling	Drywall	% Complete	1.00
Heat	Air-NoDuct/AC	Neigh Adj	1.00
Plumbing:Std Comp	1	CD	1.00
Plumbing: Extra Fix	0	FMV	57,252
Full Baths	1	MAV	0
Half Baths	0	OVR FMV	0

Sketch Legend

Code	Type	Area
BAS	Base Floor	1722
FOP	Fin Open Porch	380

Other Features

CODE TYPE	AREA
BATH - FULL	1
1 Story Fireplace	1



0078E-0001-002	2017 BARTOW County Board of Assessors	8/4/2017 9:54:39 AM Acct # 19628 stanleyd

Owner Information	General Property Information						Values	
PETERSON WILLIAM R 40 WOODLAND BRIDGE DR ADAIRSVILLE, GA 30103	SITUS	539 ROWLAND SPRINGS RD					ALT-Imp	38,307
	LEGAL	LL 313-336 D 4 NOT IN CITY						
	Tax District	Bartow County	GMD	3	Homestead	S0	ALT-Land	6,693
							ALT-Total	45,000
	Total Acres	0.69	LL		No Covenant	0	2016 : 25,800	2015 : 25,800
	Zoning		LD	04	Acc/Des	0 - 1.000000	2014 : 34,400	2013 : 41,600
	Unit		Return Value	0				

Size - .00	- .00	- .00	- .00	- .00	- .00	- 1.00	4 -Douglas, Gilmer, N Bartow, Lee - 1.00

OUTBUILDINGS OF NO VALUE

SALES INFORMATION

Grantee	Grantor	Date	Deed Book	Plat Book	Saleprice	CS	Mkt Value	Reason
PETERSON WILLIAM R	KENDRICKS RACHEL SCOGGINS,	2016-05-24	2843 620	NULL NULL	45,000	R3	0	FM
NULL	NULL	1975-07-01	259 259	NULL NULL	0	R1	0	X
NULL	NULL	1900-01-01	165 32[illegible]		0	R1	0	X

LAND INFORMATION

CS	Code / Description	Method	Units	Depth	From Front	Depth Table	Depth Factor	Unit Value	Adj Unit	Adj	Value
R3	7149 Intown C-LT	Lot	1.00	182	0			10,000.00	10,000.00	1.00	10,000

- 2120.

Jun 7. 7-382-7877

Item # 2

AZ18-02. 539 Rowland Springs Rd. Images Taken 7-17-18.

City of Cartersville

City Council Meeting
9/6/2018 7:00:00 PM
SU18-04: 280 Nelson Street, Suite 8. Petitioner: Calvary Chapel River Oaks.

SubCategory:	Public Hearing - 2nd Reading of Zoning/Annexation Requests
Department Name:	Planning and Development
Department Summary Recomendation:	The applicant wishes to use an empty suite on the western end of this commercial strip mall for a church located at 280 Nelson St. Suite 8. Parking and utilities are in place and available. Religious institutions are allowed in most zoning districts, including the G-C district, with a special use permit. Planning Commission recommends approval (5-0).
City Manager's Remarks:	No changes have been made since the first reading. The Planning Commission recommends your approval of this item.
Financial/Budget Certification:	
Legal:	
Associated Information:	

SPECIAL USE APPLICATION SYNOPSIS

Petition Number(s): **SU18-04**

APPLICANT INFORMATION AND PROPERTY DESCRIPTION

Applicant: **Calvary Chapel River Oaks**

Representative: **Grady Clark**
Property Owner: **9600 EVS 80 Limited**
Property Location: **280 Nelson St Suite 8 (aka. 232 Neslon St). C004-0003-022.**

Access to the Property: **Nelson Street and Dixie Avenue**

Site Characteristics:

Tract Size: Acres**: 14.49 acres** District**: 4th** Section: **3rd** LL(S): **384, 385, 408,409**

Ward: **1** Council Member: **Kari Hodge**

LAND USE INFORMATION

Current Zoning: **G-C (General Commercial)**

Proposed Zoning: **NA**

Proposed Use: **Religious Institution (Church)**

Current Zoning of Adjacent Property:
North: **G-C (General Commercial)**
South: **O-C (Office Commercial)**
East: **G-C (General Commercial)**
West: **M-U (Multiple Use)**

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

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

2. City Department Comments:

Electric:

Fibercomm:

Fire:

Gas:

Public Works:

Water and Sewer:

3. Public Comments:

None.

4. Special Use Review

The applicant wishes to use an empty suite on the western end of this commercial strip mall. Parking and utilities are in place and available. Religious Institutions are allowed in most zoning districts, including the G-C district, with a special use permit.

There are three special use permit criteria applicable to religious institutions per Sec. 16.4.12. (See below). All three criteria are non-applicable to this application as they apply to religious institutions in residential districts or abutting residential districts or uses. Only office and commercial districts or land uses abut this commercial lot.

Per the building plans, the occupancy load is listed as 135 people max. and the largest assembly hall (Chapel) is approx.. 1800sf. providing seating for 81. The building suite area is shown as 3,653sf. Based on the parking space formulas in Sec. 17.6.2 for religious institutions, 1 parking space per 4 fixed seats or 1 space per 50sf of moveable seats in the largest assembly area is required. Therefore, required parking ranges between 21 and 36 spaces. Adequate parking is provided by the existing parking lot.

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.

C. ARTICLE XVII. - OFF-STREET PARKING AND SERVICE REQUIREMENTS

Sec. 17.6 Number of Parking Spaces

17.6.2 Auditorium, stadium, assembly hall, gymnasium, theater, community recreation center, religious institution. One (1) space per four (4) fixed seats in largest assembly room or area, or one (1) space for each fifty (50) square feet of floor area available for the accommodation of movable seats in the largest assembly room.

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 Change expected.

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

How Standard #2 has / will be met: Parking provided with commercial lot. Sufficient spaces available.

Standard #3: *Protective screening.*

How Standard #3 has / will be met: Not required. Not adjacent to or located in a residential district or use.

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

How Standard #4 has / will be met: Will operate within generally expected hours of operation for the commercial development.

Standard #5: *Outdoor lighting*

How Standard #5 has / will be met: No Change expected.

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

How Standard #6 has / will be met: Via Dixie Avenue and Nelson Street.

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

How Standard #7 has / will be met: Adjacent land uses are office and commercial. A religious institution may be compatible with these uses.

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

Sec. 16.4.12 Religious Institutions

A. *Allowable districts:* AG, R-20, R-15, R-10, R-7, R-D, RA-12, P-S, M-U, N-C, DBD, O-C, G-C, L-I.

B. *Standards:*

1. In addition to required setbacks, a minimum fifteen-foot wide buffer shall be required along all property lines adjoining a residential district or use to provide a visual screen in accordance with section 4.17 of this chapter.

2. A cemetery use in conjunction with a religious institution in a residential district shall not be allowed.

3. Noise levels in decibels measured at the property line adjacent to single-family residential uses shall not exceed seventy (70) decibels. Noise levels are measured as constant, consistent sounds and not intermittent noise. All measurements shall be taken at property lines. It is the intent of this section to regulate noise in a manner to prohibit it from exceeding levels of sound that could become a nuisance to adjacent property under Georgia law.

8. Staff Recommendation:

Staff recommends approval.

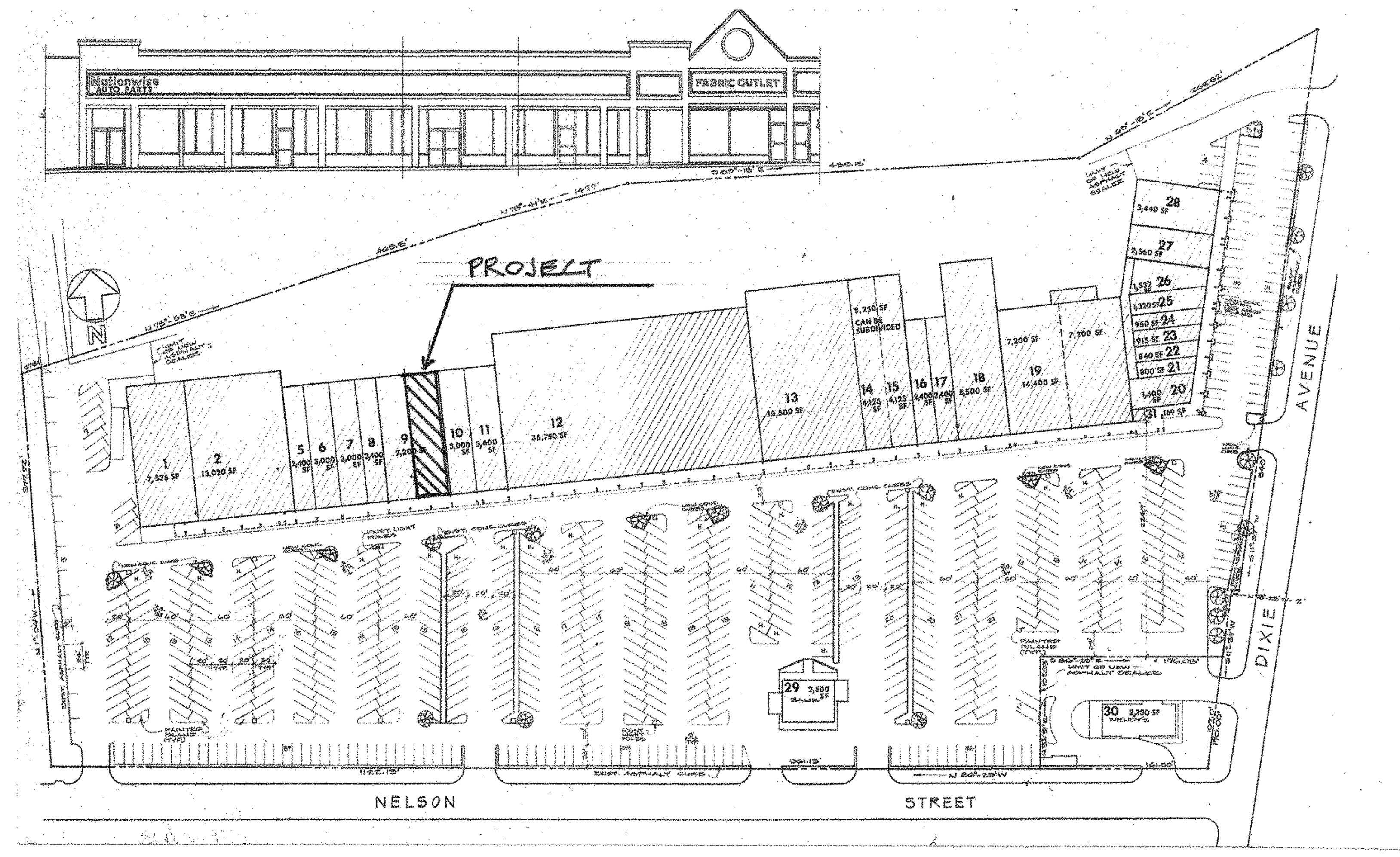
9. Planning Commission Recommendation:

Calvary Chapel River Oaks

Tenant Fit-out

Cartersville Plaza

232 Nelson Street
Cartersville, GA 30120
Tom Wouters 817-422-8385



LOCATION & KEY MAP
N.T.S.

CODE NOTES AND REQUIREMENTS

1. These plans and specifications have been prepared per applicable codes to allow for competitive bidding. They will be used to obtain the building permit. Contractor shall be responsible for obtaining permit and coordinating requirements for construction. (City of Cartersville)
2. All construction either outlined or implied in these documents shall meet all applicable city, county and state code requirements as outlined above. Coordinate with authorities having jurisdiction. (City of Cartersville)
3. Prior to commencing construction, the General Contractor shall bring to the attention of the architect / owner's representative (in writing) any plan or dimension discrepancies that cannot be field corrected.
4. Prior to commencing construction the general contractor shall establish the size and location of all existing utilities in the area of construction work and protect them from damage during construction. All job site conditions shall be verified prior to commencing construction.
5. Sub-contractors including mechanical, plumbing and electrical may be responsible for securing permits for their work and trades, utility hook-ups, and for providing any additional drawings the building department may require.
6. Temporary electric and sanitary facilities shall be furnished on site by the General Contractor.
7. All insurance coverage shall be provided by the contractor covering workmen's compensation and employer's liability.
8. Where these drawings and specifications indicate trade or manufacturers names, the contractor may substitute a product of equal or better quality if the owner so agrees (in writing).
9. No weather vulnerable materials shall be stored on site unless in a shed or dried-in building.
10. All trash and debris created by the contractor and his sub-contractors shall be removed from the site in an ongoing manor, with all such trash and debris being removed from the site upon completion of the work.
11. Acceptable work: all work outlined shall be performed by skilled craftsman in the trade and the work shall be of quality that is acceptable by industry standards and satisfactory to the owner.
12. This design firm (architects and engineers) will not be responsible for and will not have control or charge of construction means, methods, techniques, sequences or procedures or for safety precautions and programs in connection with this project and will not be responsible for contractors failure to carry out the work on this project in accordance with these construction documents or industry standards. This firm will not be responsible for or have control or charge over the acts or omissions of the contractor, subcontractors, or any of their agents or employees or any other person performing any of the work on this project.
13. All door latch sets or locksets shall have lever function hardware.
14. An area shall be dedicated as an electrical space and shall meet or exceed requirements outlined in NEC 384. See floor plan for location.
15. The design for the layout of this building is in accordance with the ADA requirements for circulation, etc.
16. All product installation components shall be manufactured by a single source supplier and installed per vendor recommendations.
17. The floor on both sides of a door shall be level and shall have the same elevation on both sides of the door for a distance on each side at least equal to the width of the widest single door.

Attachment number 1 \nPage 6 of 14

FIRE PROTECTION NOTES

These drawings were reviewed under the applicable Codes, Standards, and Ordinances adopted by the state of Georgia and the City of Cartersville. Every effort was made to assure the design complies with these documents. Changes may be required as part of the field inspections by the Fire Marshal's office. Neither of these actions relieves the owner of the responsibility to comply with the Codes, Standards, and Ordinances as follows:

1. Construction Type is Type II-B.
2. Construction Classification (Fire Safety Commissioner Chapter. 120-3-3) non – sprinklered
3. Occupancy Classification is Assembly .
4. Occupant Load is 135.
5. Construction Classification, Building Area, Building Height, Number of Floors, and/or Square Footage complies with the IBC Table 503.
6. Fire Resistive Rating and Separation shall comply with IBC Table 601 and/or Table 602.
7. Number of exits, arrangement of the exists, exit component width, common path of travel distance, travel distance, door swing, shall be in compliance with the LSC Occupancy Chapter and LSC Chapter 7.
8. Means of Egress Lighting shall be provided and arranged to provide a minimum candela of 1-ft. candle in accordance with LSC 7-8.
9. Emergency Egress Lighting shall be provided and arranged to provide a minimum candela of 1-ft. candle in accordance with LSC 7-9.
10. Exit signage shall be provided in accordance with LSC 7-10. Exit signs are shown located over exit door and leading to exit door.
11. Interior finishes shall be in compliance with LSC Chapter 10.
12. The flame spread rating for the interior finishes and furnishings in the occupancy. Walls and ceilings are generally categorized as having a Class A or B rating. Floors are classified as being I or II. Interior furnishings including draperies should be commercial grade with U.L. listed ratings.
13. Accessibility. The drawings provide for the required clear unobstructed space.
14. Portable fire extinguishers are shown on the drawing(s). NOTE: "Portable fire extinguishers will be provided per NFPA Standard No. 10. The location and arrangement of the extinguishers will be determined by an inspector of the Fire Marshal's Office prior to final inspection"
15. Provide Suite number on or near the exterior door. Number must be a minimum of 4-inch in height and have a minimum stroke width of ½ inch. The numbers must be in contrasting color to the building materials.

Applicable Codes w/ current GA Amendments:

International Building Code, 2012 Edition, with Georgia Amendments (2014)(2015)(2017)(2018)
International Fire Code, 2012 Edition, with Georgia Amendments (2014)
International Plumbing Code, 2012 Edition, with Georgia Amendments (2014)(2015)
International Mechanical Code, 2012 Edition, with Georgia Amendments (2014)(2015)
International Fuel Gas Code, 2012 Edition, with Georgia Amendments (2014, 2015)
National Electrical Code, 2017 Edition, with no Georgia Amendments
International Energy Conservation Code, 2009 Edition,
with Georgia Supplements and Amendments (2011, 2012)
Life Safety Code, NFPA 101, 2012 Edition with Georgia Amendments (2014)
ADA Standards for Accessible Design, 2010
with Georgia Accessibility Code 120-3-20 amendments

Code Data:

Construction Type:			II-B
Construction Classification:			Non-Sprinklered
Occupancy Classification:			Assembly
Occupancy Load:			135
Chapel seating			81
Stage	288 sf	1/15sf	19
Prayer /Office	99 sf	1/100sf	1
Class Rms.	462 sf	1/20 sf	23
Break	144 sf	1/15 sf	10
Area of Renovation:			3,653 s.f.

DRAWING LIST:

CS - Cover Sheet
A1- Floor Plan

RT3 ARCHITECTS

RT3 Architects
Architecture ❖ Design ❖ Planning
360 E. Marietta Street, Canton GA
770-720-4669

STATE OF GEORGIA
ROY M. TAYLOR, III
REGISTERED ARCHITECT
7-26-18

Calvary Chapel River Oaks
Tenant Fit-out
232 Nelson Street
Cartersville, GA 30120
Tom Wouters 817-422-8385

Revisions

SHEET NO. 1 of 2
CS
DATE: 7-26-18
Scale as Noted

with Georgia Supplements and Amendments (2011, 2012)
Life Safety Code, NFPA 101, 2012 Edition with Georgia Amendments (2014)
ADA Standards for Accessible Design, 2010
with Georgia Accessibility Code 120-3-20 amendments

Code Data:

Construction Type:			II-B
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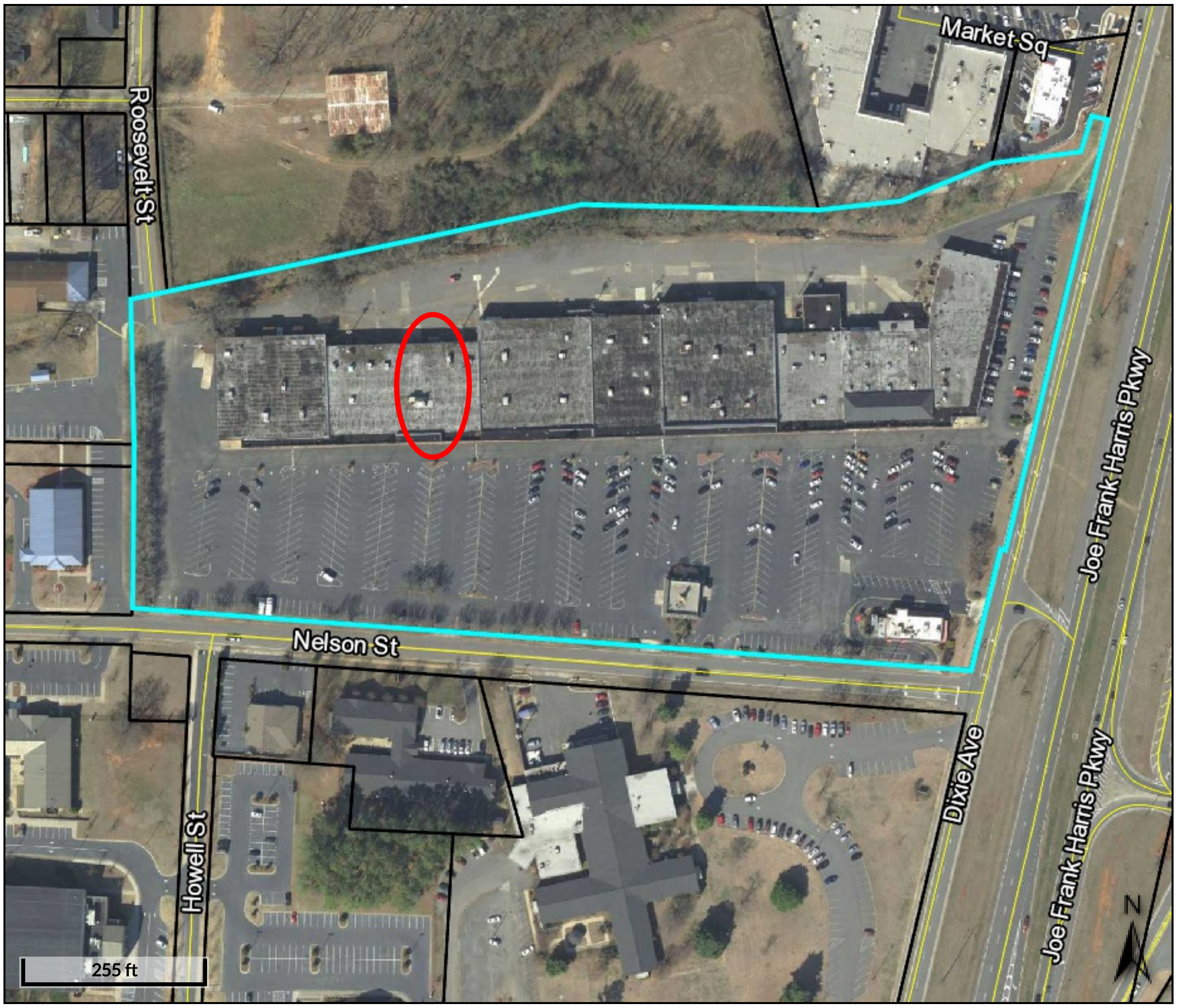
A1- Floor Plan

Calvary Chapel River Oaks
Tenant Fit-out
252 Nelson Street
Cartersville, GA 30120
Tom Wouters 817-422-8385

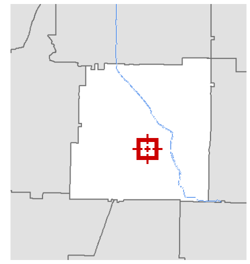
Revisions

SHEET NO. 1 of 2
CS
DATE: 7-26-18
Scale as Noted

qPublic.net™ Bartow County, GA



Overview



Legend

Parcels

Roads

City Labels

Parcel ID	C004-0003-022	**Alternate ID**	32637	**Owner Address**	9600 EUS80 LTD
Sec/Twp/Rng	n/a	**Class**	Commercial		4311 WEST LOVERS LANE
Property Address	280 NELSON ST	**Acreage**	14.14		DALLAS TX 75209
	Cartersville				

District Cartersville

Brief Tax Description LL384 LD4 CARTERSVILLE PLAZA

(Note: Not to be used on legal documents)

Date created: 6/25/2018
Last Data Uploaded: 6/22/2018 9:50:03 PM

Developed by

Application for Special Use
City of Cartersville

Case Number: SU18-04
Date Received: 6/21/18

Public Hearing Dates:

Planning Commission 8/7/18 **5:30pm** **1st City Council** 8/16/18 **7:00pm** **2nd City Council** 9/6/18 **7:00pm**

Applicant Calvary Chapel River Oaks (printed name)
Office Phone 770-272-6005
Address 32 Star Dust Trail SE
Mobile/ Other Phone 770.655.0655
City Cartersville State GA Zip 30120 Email grady@andpaintings.com office@calvarychapelriveroaks.org

GRADY CLARK
Representative's printed name (if other than applicant)
Phone (Rep)
Email (Rep)

Representative Signature
Grady A Clark
Applicant Signature

Signed, sealed and delivered in presence of:
My commission expires: 4-2-19

Samantha Dover
Notary Public

SAMANTHA DOVER NOTARY PUBLIC BARTOW COUNTY, GA

* Titleholder 9600 EUS 80, LTD. Phone 404.662.2522
(titleholder's printed name)
Address 431 W. Lovers Lane, Suite 100, Dallas, TX, 75209
Email twouters@murchisoncommercial.com
Signature Thomas W S C, manager

Signed, sealed, delivered in presence of:
My commission expires: 1/19/19

Caroline Hawley
Notary Public

CAROLINE HAWLEY
NOTARY PUBLIC-STATE OF TEXAS
COMM. EXP. 01-19-2019
NOTARY ID 1160580-3

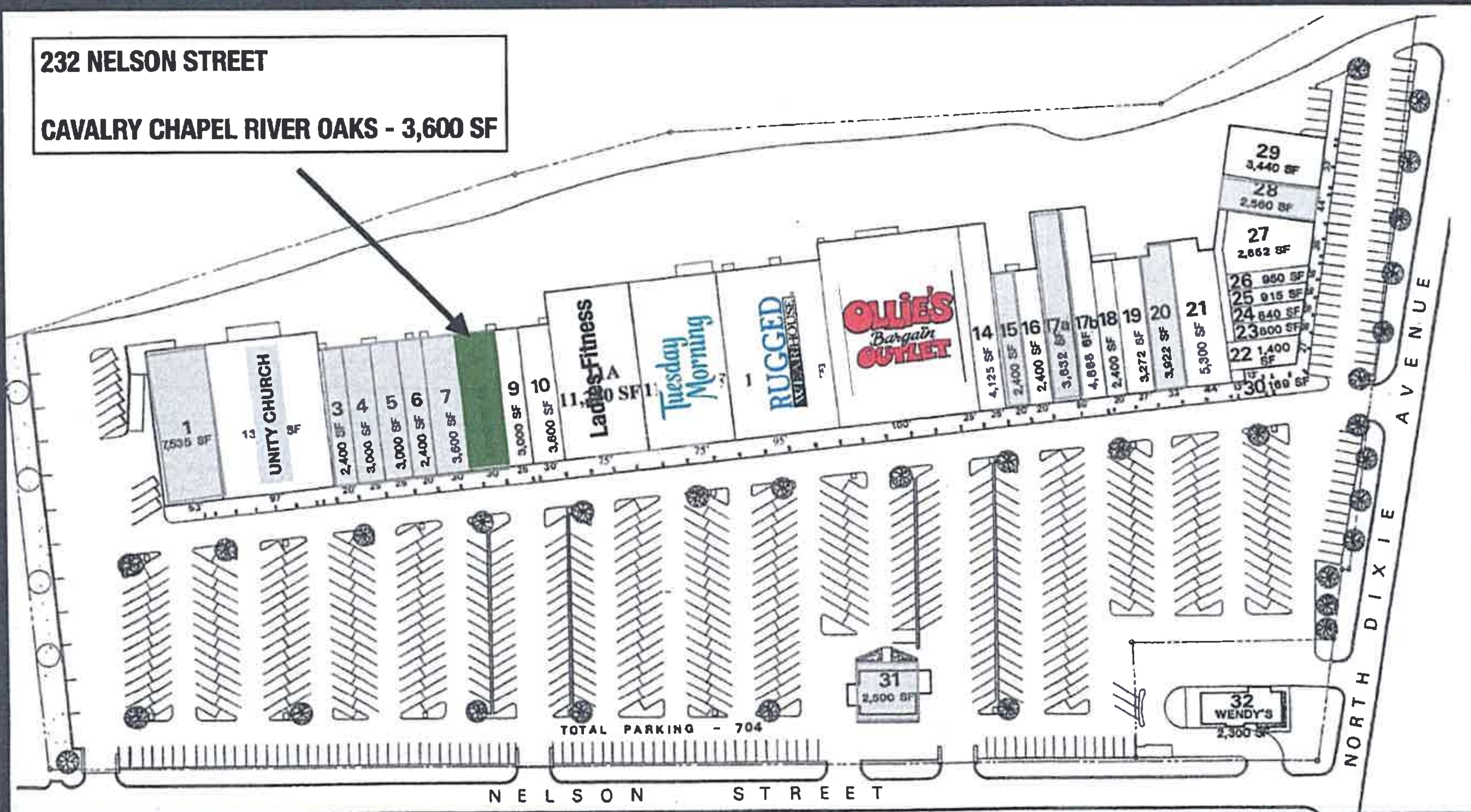
Present Zoning District GC
Acreage 14.49 Land Lot(s) 384/385/408/409 District(s) 4th Section(s) 3rd
280 Nelson St Ste. 8
Location of Property: 232 Nelson Street, Cartersville, GA - See map
(street address, nearest intersections, etc.)
Reason for Special Use Request: to Allow a church/ministry to occupy 232 Nelson Street, Cartersville.
(attach additional statement as necessary)

C004-0003-022

Item # 3

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

PROPERTY OVERVIEW - CARTERSVILLE PLAZA



MAP	TENANT NAME	SIZE (SF)
1	AVAILABLE - 206	7,535
2	UNITY CHURCH - 214	13,020
3	MATTRESS STORE - 220	2,400
4	CLOTHING BOUTIQUE - 222	3,000
5	AVAILABLE - 224	3,000
6	AVAILABLE - 226	2,400
7	AVAILABLE - 228	3,000
8	AVAILABLE - 232	3,600

MAP	TENANT NAME	SIZE (SF)
9	AVAILABLE - 234	3,000
10	TRAINING CENTER - 238	3,600
11A	LIFE QUEST/GYM - 240	11,250
11B	TUESDAY MORNING - 244	11,250
11C	RUGGED WAREHOUSE - 250	14,250
12/13/	OLLIES - 264/274	24,750
15	AVAILABLE - 276	2,400
16	MERLE NORMAN - 278	2,400

MAP	TENANT NAME	SIZE (SF)
17A	AVAILABLE - 280	3,632
17B	GLITZY CHICKS - 282	4,868
18	TANNING SALON - 286	2,400
19	BEAUTY SALON - 290	3,272
20	AVAILABLE - 292	3,922
21	DIPRIMA SHOES - 294	5,300
22	SUBWAY - 298	1,400
23	RUBY & ASSOC - Item # 3	800

MAP	TENANT NAME	SIZE (SF)
24	NAILS - 232	840
25	ROBERSON - 234	915
26	DRUG COMPANY - 236	950
27	AVAILABLE - 240	2,852
28	AVAILABLE - 242	2,560
29	JOHNNY'S PIZZA - 244	3,440
30	REPAIRS - 296	169
31	AVAILABLE - PAD	2,500
32	WENDY'S PAD	2,300

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: 6/21/18

Date Two Years Prior to Application: 6/21/16

Date Five Years Prior to Application: 6/21/13

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 # 3

	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.

____

Grady A Clark

Signature Date

Grady A Clark 6/21/18

Print Name

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 # 3

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:

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

How Standard #1 has / will be met:

NO change expected

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

How Standard #2 has / will be met:

NO change expected

Standard #3: Protective screening.

How Standard #3 has / will be met:

NO change expected

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

How Standard #4 has / will be met:

NO change expected

Standard #5: Outdoor lighting.

How Standard #5 has / will be met:

NO change expected

Standard #6: Ingress and egress to the property.

How Standard #6 has / will be met:

NO change expected

Standard #7: Compatibility with surrounding land use.

How Standard #7 has / will be met:

NO change expected

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

Signed,

Brad A Clark

Applicant or Representative

6/21/18

Date

Item # 3

SU18-04. 280 Neslon St. Suite 8. Taken 7-17-18.

City of Cartersville

City Council Meeting
9/6/2018 7:00:00 PM
Amendment Regarding Occupation Tax/Business License

SubCategory:	Public Hearing
Department Name:	Planning and Development
Department Summary Recomendation:	We are in the process of automating our fee payment process to allow for online payment of occupational tax licenses/business licenses (as well as permits and other fees). This should make it much easier for our customers to renew their licenses. In doing so, there is a credit card or automated bank transfer fee that has to be included with said renewal fees. Because the convenience fee is being passed on to the customer, per State Law regarding occupational tax licenses and at the advisement of the City Attorney's office, we must hold a public hearing. Said credit card transaction fee is 2.95%. If they choose bank transfer, the fee is \$0.50. The customer will still have the option to pay in person or send it by U.S.P.S. paying by check or cash, with no additional fees. In the majority of the cases, the 2.95% fee will be lower than the current \$3.95 flat rate fee we presently charge for credit card transactions.
City Manager's Remarks:	This is the first reading. Your approval of this item is recommended.
Financial/Budget Certification:	
Legal:	
Associated Information:	

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 2 – ADMINISTRATION, ARTICLE V. – FINANCIAL AFFAIRS, DIVISION 1. – GENERALLY. SECTIONS 2-130-2-140 – RESERVED, is amended by deleting section 2-130 in its entirety and replacing it with the following:

1.

Sec. 2-130. – Processing Fees for Credit/debit cards Transactions.

(a) Except as specifically provided for in the City of Cartersville Code of Ordinances, the following fees shall be assessed when a credit/debit card is used to pay for any City Service.

(b) Fees.

- (1) Garbage – Three dollars and 95/100 ($3.95) per transaction;
- (2) Municipal Court Fines:
  - (i) Four (4%) percent per fine in person;
  - (ii) Five (5%) percent per fine for phone or online payments, per transaction.
- (3) For all payments via credit/debit cards.
  - (i) Three dollars and 95/100 ($3.95) per transaction.

2.

Sec. 2-131 – 2-140. 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

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 17 – PLANNING AND DEVELOPMENT, ARTICLE V. – PERMIT FEES. SECTION 17.76. – RESERVED, is amended by deleting said section in its entirety and replacing it with the following:

1.

Sec. 17-76. – Processing Fees, credit/debit cards and ACH/EFT transactions.

(a) For all permits, licenses, and applications, or fees as required by this Article, that are paid online or in person, or by other means by credit/debit cards or ACH/EFT, a fee of 2.95% for all credit and debit card charges per transaction or a fifty ($0.50) cents ACH/EFT fee per transaction shall apply.

(b) The above fee also applies to occupational tax license payments.

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

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 24 – UTILITIES, ARTICLE II. – RATES, CHARGES, BILLING AND COLLECTION PROCEDURES. SECTION 24-21. – SCHEDULE OF CHARGES, ETC. is amended by deleting paragraph (i) in its entirety and replacing it with the following:

1.

Sec. 24-21. - Schedule of charges, etc.

i. City customers who pay for utility bills and other utility invoices with a credit or debit card will be charged a flat convenience fee of three dollars and 95/100 ($3.95) per transaction.

2.

All other remaining provisions of Section 24-21 are to remain as is and made part of the permitted uses in Section 24-21.

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
9/6/2018 7:00:00 PM
Ordinance Amendments Regarding Credit Card and Automated Bank Transfer Fees as it Relates to all Fees Paid Through Planning & Development

SubCategory:	Public Hearing
Department Name:	Planning and Development
Department Summary Recomendation:	This is virtually the same discussion as written up for the public hearing comments regarding Occupation Tax/Business licenses. We are in the process of automating our fee payment process to allow for online payment of occupational tax licenses/business licenses, as well as permits and other fees paid to the Planning & Development Department. This should be easier for our customers to renew their licenses, pull permits, and pay other miscellaneous charges. In doing so, there is a credit card or automated bank transfer fee that has to be included with said payments. The convenience fee is being passed on to the customer. Said credit card transaction fee is 2.95%. If they choose bank transfer, the fee is $0.50. The customer will still have the option to pay in person or send it by U.S.P.S. paying by check or cash, with no additional fees. In cases, the 2.95% fee will be lower than the current $3.95 flat rate fee we presently charge for credit card transactions.
City Manager's Remarks:	This is the first reading. Your approval of this item is recommended.
Financial/Budget Certification:	
Legal:	
Associated Information:	

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 2 – ADMINISTRATION, ARTICLE V. – FINANCIAL AFFAIRS, DIVISION 1. – GENERALLY. SECTIONS 2-130-2-140 – RESERVED, is amended by deleting section 2-130 in its entirety and replacing it with the following:

1.

Sec. 2-130. – Processing Fees for Credit/debit cards Transactions.

(a) Except as specifically provided for in the City of Cartersville Code of Ordinances, the following fees shall be assessed when a credit/debit card is used to pay for any City Service.

(b) Fees.

- (1) Garbage – Three dollars and 95/100 ($3.95) per transaction;
- (2) Municipal Court Fines:
  - (i) Four (4%) percent per fine in person;
  - (ii) Five (5%) percent per fine for phone or online payments, per transaction.
- (3) For all payments via credit/debit cards.
  - (i) Three dollars and 95/100 ($3.95) per transaction.

2.

Sec. 2-131 – 2-140. 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: ________________________

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ATTEST: ________________________________
MEREDITH ULMER, CITY CLERK

Ordinance no.______

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1.

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(a) For all permits, licenses, and applications, or fees as required by this Article, that are paid online or in person, or by other means by credit/debit cards or ACH/EFT, a fee of 2.95% for all credit and debit card charges per transaction or a fifty ($0.50) cents ACH/EFT fee per transaction shall apply.

(b) The above fee also applies to occupational tax license payments.

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.

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ATTEST: ________________________________
MEREDITH ULMER, CITY CLERK

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1.

Sec. 24-21. - Schedule of charges, etc.

i. City customers who pay for utility bills and other utility invoices with a credit or debit card will be charged a flat convenience fee of three dollars and 95/100 ($3.95) per transaction.

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All other remaining provisions of Section 24-21 are to remain as is and made part of the permitted uses in Section 24-21.

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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
9/6/2018 7:00:00 PM
Agreement with Invoice Cloud to Process Credit Card and Bank Transactions

SubCategory:	Contracts/Agreements
Department Name:	Planning and Development
Department Summary Recomendation:	Based on previous discussions regarding automating the department's fee payment and processing, Invoice Cloud will be the vendor who is coordinating with our "CityView" software programmers. We are requesting Council authorize the Mayor to sign the agreement with Invoice Cloud contingent upon said ordinance amendments being approved. In an effort to try and have the online fee payment structure in place for the upcoming renewal season, we need to have Invoice Cloud coordinating with CityView sooner, rather than later. By having the agreement signed now, we will gain a few additional weeks for software testing. If Council chooses not to approve said ordinance amendments, said agreement will be null and void.
City Manager's Remarks:	Your approval of this agreement is recommended.
Financial/Budget Certification:	There is no impact to the City as the cost of the fees is passed onto the customer.
Legal:	
Associated Information:	

08/23/2018

CityView Portal / Invoice Cloud integration – Review for Ordinance amendment

The following pages include information regarding the implementation of Invoice Cloud services for accepting online payments for the planning department via CityView Portal as well as two documents that should be reviewed and signed. It is my understanding that the service requires an amendment to an existing ordinance or the creation of a new ordinance, whichever is determined appropriate.

Currently, when accepting card payments in person, Planning and Development charges a flat convenience fee of $3.95 which aligns with the $3.95 rate charged for utilities. This will change. Utility billing will continue to charge the flat rate of $3.95 whether the card payment is in-house or paid online. For the new integration with CityView, what would need to be added to the ordinance or stated in the new ordinance is that a 2.95% convenience charge would be charged to the customer for card payments for permits, licenses and other miscellaneous charges paid through the Invoice Cloud/CityView Portal solution. If ACH is configured for a customer in CityView Portal, there is a $0.50 fee per transaction. Finance and Planning have agreed that whether the 2.95% charge or the .50 ACH charge are incurred by the payer during the transaction, that convenience fee will be passed to the customer. An explanation from Invoice Cloud as to why they must differ is on the following page.

Simplified:

CityView card transactions – 2.95% convenience fee (online or in person) or .50 if using ACH

Cogsdale (nothing changing) card transactions- $3.95 flat rate (online or in person)

We are hoping to get this before Council on September 6 if possible or as soon as possible in preparation of license renewal 'season.'

Following pages:

Page two of this package includes some Questions from the City & Answers from InvoiceCloud.

Page three of this package includes some Questions from InvoiceCloud & Answers from the City.

Pages 4-6 – **Invoice Cloud Biller Order form** ---- to be reviewed and signed

Pages 7-11 – **Chase New Division Form** ---- to be reviewed and signed

HI TJ,

Thank you for providing this information, please see answers to your questions below:

Has Invoice Cloud ever automatically created batches in GP to be populated in the GP financial package?

I'm not sure off-hand and will need to get back to you with an answer on this

You mentioned that the flat rate of $3.95 could only be applied to utility billing and not in the case of CityView licenses and permits. Could you remind me of why this cannot be used for permits and licenses?

In general, we charge a % convenience fee for all payments (taxes, permits, miscellaneous services, etc.) For utilities however, Visa requires that convenience fees passed to customers for utility payments be set at a fixed flat rate, and they offer a special utility payment processing rate to processors (IC). This special rate does not apply to any non-utility payments, therefore we charge a % fee.

1. Name, Title, Phone # & Email of Signer
   This will likely be the Mayor and Council signing, but you can use my contact information if allowed (Mayor is Matt Santini)
   Would you like me to put together paperwork for now listing your name & contact info as the signer? We can always edit docs to list Mr. Santini if needed

1. Total # of permit/license related payments that the City receives per month (estimate is fine)
   Estimated 304 per month
2. Average permit/license related payment amount (estimate is fine)
   Averaging all permits and licenses, the average estimated payment is $231
3. Bank letter or voided check for bank account that funds for CityView payments are to be deposited to (if bank account ending in 5553 is to be used, no need to forward a bank letter – we already have one on file from utilities setup)
   This will be the same account.
4. Name, Title, Phone # & Email of Signer
   This will likely be the Mayor and Council signing, but you can use my contact information if allowed (Mayor is Matt Santini)
5. Pricing: 2.95% for credit/debit cards payments, $0.50 for ACH/EFT payments – please indicate if the City would like to pass fees to payer or absorb
   As long as the 2.95% processing fee is separate and couldn't both be charged to a customer, these charges will be passed to the payer

InvoiceCloud™

Biller Order Form

SALES INFORMATION

IC Sales Rep	Mike Jacobs	Sales Prtnr	CityView	Order Date	8/15/2018
Order Type	Add-on	Vertical	Local Gov (tax/utility/misc.)	Software Prtnr	CityView
				IC Division	GUB

PAYMENT METHODS ACCEPTED

Payment Types	☑VISA/MasterCard/Discover	☑American Express	☑ACH/EFT

BILLER INFORMATION

Ownership Type	Government Utility	Phone	770-607-6272 Fax
Legal Name	City of Cartersville	Website URL	http://www.cityofcartersville.org/
Address 1	10 N. Public Square	Bus. Open Date	1850
Address 2		Federal Tax ID	58-6000534
City	Cartersville State GA ZIP 30120		

** Federal Tax ID and Legal Name must match on all documents.*

BILLER CONTACTS

Project Manager	Timothy Leffew	**Technical Support**	
Phone	770-607-6197 Ext	Phone	Ext
Email Address	tleffew@cartersvillega.gov	Email Address	
Marketing		**Billing/Accounting**	
Phone	Ext	Phone	Ext
Email Address		Email Address	

SIGNATORY AUTHORITY

Name	Matthew J. Santini	Title	Mayor
Phone	770-387-5616 Fax	Email Address	msantini@cityofcartersville.org

BILLER PRICING

Description	Interval	Cost Type	Cost

BILLER BANK INFO

Note: Must include voided business check or bank letter for each unique account

Billing Method	ACH Month End Fees		
Name on Account	City of Cartersville Purchasing Account	Bank Name	BB&T
Bank Address	314 E Main St, Cartersville, GA	Phone	770.386.1900
Routing #	061113415	Last 4 Acct #	5553

DATA RETENTION

Months to Keep	24	* Additional Fees apply if greater than 24 months

NOTES/SPECIAL HANDLING

Item # 6

InvoiceCloud™

Biller Order Form

CERTIFICATION AND AGREEMENT

A. By signing below, the Biller hereby authorizes Invoice Cloud, Inc. ("Invoice Cloud") to initiate and execute debit/credit entries to its checking/deposit account(s) indicated above at the depository financial institution(s) named above and to debit/credit the same such account(s). The Biller acknowledges that the origination of ACH transactions to its account(s) must comply with the provisions of U.S. law. This authority is to remain in full force and effect until (i) Invoice Cloud has received written notification (by electronic or U.S. mail) from the Biller of its revocation in such time and manner as to allow Invoice Cloud a reasonable opportunity to act on it, but not less than 10 business days notice; and (ii) all obligations of the Biller to Invoice Cloud that have arisen under this Agreement and all other agreements have been paid in full. The Biller must also notify Invoice Cloud, in writing, (by electronic or U.S. mail) when a change in account number(s) or bank has occurred at which time this authorization shall apply to such new/changed account. This notification must be received within 10 business days of change. A fee will be charged for any returned ACH debits.

B. By signing below, the Biller named: (1) has read, agreed to, and acknowledges receipt of the Biller Agreement, Biller T+C and other Order Forms executed by the Biller, and (2) certifies to Invoice Cloud that he/she is authorized to sign this Order Form; (3) certifies that all information and documents submitted in connection with this Order Form are true and complete; (4) authorizes Invoice Cloud or its agent to verify any of the information given, including credit references, and to obtain credit reports (including a spouse if in a community property state); (4) agrees to pay the Monthly Access Fee through the last day of the month following the effective date of termination as provided in the Billing Agreement; (5) agrees that Biller and each transaction submitted will be bound by the Order Form and the Biller Agreement in its entirety; (6) agrees that Biller will submit transactions only in accordance with the information in this Order Form and Biller Agreement and will immediately inform Invoice Cloud, by email (contracts@invoicecloud.com) if any information in this Order Form changes, and (7) the Biller agrees and understands that outstanding sums due and owing to Invoice Cloud., will be charged daily or monthly and debited from its current depository account. Non-sufficient funds for these debits are grounds for a change in fees or termination of this Agreement. In the event of non-payment of any sums due, Invoice Cloud reserves the right to withdraw such sums from the current depository account at any time to ensure payment of the same.

C. Pay by Text: Standard data rates and text messaging rates may apply based on the payer's plan with their mobile phone carrier. Payer can opt out of text messaging at any time with Invoice Cloud. Partial payment or overpayment is not supported. Service fees may apply based on the biller set up with Invoice Cloud. Biller may not use the service for activities that violate any law, statute, ordinance or regulation.

D. By signing below, the Biller hereby gives permission to Invoice Cloud to access his / her credit history via Trans Union, Equifax, or other credit-reporting agency.

E. The Order Form and the Biller Agreement will become effective only when counter-signed by Invoice Cloud and upon execution by the Biller of such third party agreement required by Invoice Cloud to permit use of the payment function of the Service.

In WITNESS WHEREOF, the parties hereto have executed this Agreement as of this day

Accepted by Biller:	Accepted by Invoice Cloud, Inc.:
X	X
Corporate Officer	**Corporate Officer**
Matthew J. Santini	Robert Lapides
Printed Name	**Printed Name**
Mayor	President, GUB Division
Title	**Title**

InvoiceCloud™

Biller Order Form

INVOICE PARAMETERS

Invoice Parameters must be completed for each invoice type

Invoice Type: Licenses & Permits

Biller Software: CityView

Pricing Model: Submitter

Products: ☐ EBPP ☐ Cloud Store ☑ Cloud Pay ☐ Kiosk ☐ IVR ☐ Outbound IVR ☐ Single Sign-On ☐ Bill Processor ☐ POSConnect ☐ CSRConnect ☐ PayNearMe ☐ OBD

BILLING DETAILS

Please indicate which months bills are ***sent*** by placing the bill count for each month below:

Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
304	304	304	304	304	304	304	304	304	304	304	304

Avg Invoice $: 231.00 Max Invoice $: Bill Frequency: ***BPM***: *304*

PRINTED BILLS

Bill Mailing Dates: ☐ 1st - 10th ☐ 11th - 20th ☐ 21st - 31st

Bill Image Provider: ☐ Template ☐ Biller ☐ Biller Print Vendor ☐ Software Partner

Bill Print Vendor: Contact: Phone:

HARDWARE

Card Readers: Quantity: Cost Per Reader:

Provided By:

Shipping Addr. *(if differernt than location address)*:

SERVICE FEES

Payment Source Description	Payment Method	Minimum Fee ($)	Calculation Type	Fee Amount
All Payment Sources	Credit/Debit	$1.00	Percent (%)	2.95%
All Payment Sources	ACH/EFT		Fixed ($)	$0.50
PAYMENT SOURCE EXCEPTIONS				

CREDIT CARD FEES BREAKDOWN (CHASE NON-SUBMITTER)

Note: Interchange, fees, and assessment are billed by Chase. Per Item Rate and Basis Points are billed by Invoice Cloud

Model		Per Item Rate		Basis Points
☐ Interchange, Fees, due assessments, processing	+		+	
☐ Flat Fee per Item, Fees, Due Assessments, processing	+		+	

MAX PAYMENT CAP

CC Max: ACH Max ($): $125,000.00

BILLER DEPOSITORY BANK INFO

Note: Must include voided business check or bank letter for each unique account

Routing #: 061113415 Last 4 Acct #: 5553

NOTES/SPECIAL HANDLING

Item # 6

CHASE

Merchant Services • 8181 Communication Pkwy, Bldg A, Floor 03, Plano, TX, 75024 • chase.com/merchantservices • Toll Free Phone (866) 428-4962 • CPS-Merchant_Services@chase.com

U.S. and Canadian New Division Boarding Form

Note: This is an interactive form that will render based on selections within the document. Please fill out completely (top to bottom) before printing and signing.

Company ID #	Company Legal Name	Projected Live Date
63576	Invoice Cloud, Inc.	Oct 21, 2018

1. Company Information

Transactions processed for this new set up request belong to:

( ) Merchant whose company legal name is represented above

(•) An Additional Company whose legal name is...

City of Cartersville and is a affiliate of the merchant noted above.

On behalf of... Invoice Cloud, Inc.
Company Legal Name

1b. Taxpayer ID (W-9 required if new U.S. entity and/or taxpayer ID. W-8 required for Canadian entities)

Transaction Division's Taxpayer ID	Legal Entity Name
58-6000534	City of Cartersville

1c. 1099K Contact Information (Required for new U.S. Taxpayer ID's)

1099K Contact Name (Contact to receive 1099K supplied on W-9)	E-mail Address
Timothy Leffew	tleffew@cartersvillega.gov

2. Report Center and Transaction History Contacts

Item	Name	E-mail	Phone #	Address	City	State/Prov	Zip/Postal Code	Country	
1	Robert Lapides	blapides@invoicecloud.com	(781) 848-3733	30 Braintree Hill, Suite 303	Braintree	MA	02184	USA	X
	Select access required: ( ) Transaction History ( ) Report Center (•) Both					Existing User ID:			
2	Martha Greer	mgreer@invoicecloud.com	(781) 848-3733	30 Braintree Hill, Suite 303	Braintree	MA	02184	USA	X
	Select access required: ( ) Transaction History ( ) Report Center (•) Both					Existing User ID:			
	Add User								

3. Chargeback Contacts

IQA (Manager/Supervisor - one who assigns work to MCA)
MRQA (Manager/Supervisor - one who assigns work to MRA)
Note: This is the contact that will receive any documents that need to be mailed and/or faxed.

Item	Name	E-mail	Phone #	Address	City	State/Prov	Zip/Postal Code	Country	
1	Barbara Chestna	bchestna@invoicecloud.com	(781) 428-4174	30 Braintree Hill, Suite 303	Braintree	MA	02184	USA	X
	Does this User require access to: ☐ Report Center						Item # 6		

	Click here to add or copy line item from this table	Click here to copy line item from section 2 - Report Center

MCA (Merchant Chargeback Analyst - one who works the chargebacks)
MRA (Merchant Retrieval Analyst - one who works the retrievals)

Item	Name	E-mail	Phone #	Address	City	State/Prov	Zip/Postal Code	Country	
1									X

Does this User require access to: ☐ Report Center

	Click here to add or copy line item from this table	Click here to copy line item from section 2 - Report Center

4. Bank Account Information

Existing Bank Account Information

Will you be depositing funds into an existing Funds Transfer Instruction (FTI)?	No
Is this a bank account we are currently funding?	No

New Bank Account Information

SETTLEMENT CURRENCY (in which we will fund to you)	COUNTRY WHERE BANK ACCOUNT RESIDES
USD (US Dollar)	(●) US ( ) Canada ( ) International

Section A: U.S. Bank Account Information	ACH

ABA #

0	6	1	1	1	3	4	1	5

☐ Division is located outside of the U.S. or Canada and is settling funds in USD and will be the method of transfer as a default

Bank Account #

0	0	0	5	1	4	5	1	9	5	5	5	3			

Bank Account Name	Financial Institution Name
City of Cartersville, Purchasing Account	BBT

City	State/Prov	Zip/Postal Code	Country
Cartersville	GA	30120	USA

(●) Checking ( ) Savings

Note: If this request relates to an account not held at JPMorgan Chase Bank, please attach an original voided check (starter checks are not accepted) or a bank letter of verification. JPMorgan Chase bank accounts do not require validation documentation.

ACH Debit Allowed - Your bank account must support ACH debit.
If not, you must provide this Chase ACH debit block # to your bank - 1020401225

5. Business Unit (if different from division name)

Parent Business Unit Name (if applicable)		Parent Business Unit # (if applicable)	
Business Unit Name	City of Cartersville	Business Unit #	

☐ I have a "Business Unit" Financial Contact that is not an existing "Company" Financial Contact

6. Transaction Division Information

Item # 6

6. Transaction Division Information

Transaction Division Name (30 character limit)	Settlement Currency	Presentment Currency
City of Cartersville-Lic & Per	USD (US Dollar)	U.S. Dollars (USD)

Division Location Street Address (must be a street address, P.O. Boxes not acceptable)
10 N. Public Square

City	State/Prov	Zip/Postal Code	Country
Cartersville	GA	30120	USA

How will you process? ○ Retail ○ MOTO (Mail/Telephone) ● Internet/eCommerce

Cardholder Descriptor
Where would you like asterisk (*) placed? ○ 4th Position ○ 8th Position ○ 13th Position ● None

C	i	t	y		o	f		C	a	r	t	e	r	s	v	i	l	l	e		

Customer Service Phone #	URL (Optional if phone # is provided)
770-607-6272	

Products/Service Description (ex. clothing, books, membership, etc.)

L	i	c	e	n	s	e	s	P	e	r	m

Maximum Sales Transaction Amount **USD**	Maximum Refund Transaction Amount **USD**	(Default $25,000 USD or equivalent "international" currency per transaction) If >$25,000 please provide an invoice.
$125,000.00	$25,000.00	
Avg. Transaction Price	Avg. # Trans. Per Year (settled Only)	Projected Refund %
$231.00	729	5.0%
	Customer's Payment Option Single Payment	☒ Bill Payment

6b. Internet Transactions

Full website address:	www.invoicecloud.com/CityofClarksville		
Encryption (select all that apply)	☒ SSL	☐ SET	☐ No encryption
Can an order be placed and credit card info given via this website?	● Yes ○ No		
Is the website secure so not to be read or intercepted by others?	● Yes ○ No		

6c. Profile - billing & delivery of goods and services

Do you stock products?	○ Yes ● No	Do you fill your own orders?	● Yes ○ No
Do you own product at time of sale?	● Yes ○ No		
Do you provide customer orders at time sale?	○ Yes ● No		
Do you drop ship the product?	○ Yes ● No		
When will you charge for an order?	Bill after Shipment		

7. Products and Services

Item # 6

7. Products and Services

☐ Account Updater			
☐ MC SecureCode			
☐ MCID - MasterCard Assigned ID			
☐ Authorization Recycling			

8. Methods of Payment

Note: You must make a selection in Section 4 for this section to populate.

Please indicate if you will be using any of the following card type/methods of payment. Please note that some of these services may require an additional contract amendment, pricing and/or information if you currently do not have the service.

☒ Visa	☒ MasterCard	☒ Discover (settled)	☒ Discover Diners	☒ JCB	As a default Discover (settled), Discover Diners and JCB will be enabled whenever Visa and MC are enabled.

☐ Discover (conveyed)		Discover SE#
☐ American Express Opt Blue	(Enabled for those merchants who have Opted in and meet the qualifications (U.S. only)	
☐ American Express (conveyed)		Service Establishment # (SE#)
☐ PINless Debit (non Retail)		
☐ PIN Based Debit (Retail)	Division will be setup with the following network vendors (Pulse, NYCE, STAR, Interlink, Maestro, ACCEL, Jeanie, AFFN and CU24)	
☒ Electronic Check Processing	Company Name	C a r t e r s v i l l e
	Item Description	L i c e n s e P e r
	Preferred Delivery: Best Possible (U.S. Only)	How do you obtain authorization?: Internet (U.S.Only)
If no amounts provided, default will match credit card transaction amount.	ECP Maximum Sale Amount **USD**	ECP Maximum Refund Amount **USD**
If not selected, no redeposit event will be attempted	☐ Smart ECP Redeposit Opt In	

9. Processing Methods

Who will be submitting transactions to Chase Merchant Services and what product will they be using?

Presenter Submitter Name	Submitter # (SU)	Presenter ID # (PID)
Invoice Cloud, Inc.		
☐ NetConnect Batch and/or Online Authorization	☒ Orbital Payment Gateway	☐ Online POS Terminal (OPT)

Orbital Payment Gateway

Primary Contact (must be a contact at the company)		E-mail Address	
Tony Cordova		tcordova@invoicecloud.com	
Address		**Phone #**	
1655 Rubin M Torres BLVD, Suite 101		(956) 542-6825	
City	**State/Prov**	**Zip/Postal Code**	**Country**
Brownsville	TX	78520	USA

Item # 6

Primary Contact Level of access	(●) Merchant ( ) Chain		
Auto-Settle Information If blank, default will be no auto-settle time.	Auto-settle Time	AM/PM	Time Zone
Profile Management required?	(●) None ( ) Merchant ( ) Chain		☐ Hosted PayPage (HPP)

10. Terminal , Software and PIN Based Debit (please select what you will be utilizing)

☐ Point-of-sale Software (VAR) ☐ Equipment/Terminal ☐ PIN Pad (Retail Only)

Shipping Details Note: Please ensure a ship to contact will be available to accept shipment (default will be store manager)

Contact Name		E-mail Address	
Address		Phone #	
City	State/Prov	Zip/Postal Code	Country

Kits and Imprinters

Overlay, Quick Reference Guide, etc.	Sales Drafts, Credit Drafts, etc.	Imprinter Plate	Imprinter (default is None)

11. Signature

Print Name	Title
Matthew J Santini	msantinicityofcartersvilleorg

I represent and warrant: (a) I am duly authorized by Merchant to submit the information provided herein and execute this document on behalf of Merchant; (b) I am duly authorized to provide the banking information set forth herein for the purposes outlined, including the transfer of funds; (c) I am duly authorized to grant access to the information contained and outlined herein to all contacts listed throughout the document; and (d) all information provided herein on behalf of Merchant is true and accurate.

Signature	Date

Signer's name must be a company Executive or Financial Contact. Digital and Electronic Signatures not Acceptable

***In order for us to settle funds in accordance with the banking details supplied herein, you are responsible for providing true, accurate, current and complete information regarding your banking details, and we are not responsible for errors or omissions in the information that you provide. In the event that any banking details provided by you are incomplete, not current, or inaccurate, you agree that we may request, obtain and use credit or any other reports/information from third party sources to complete such banking details necessary for us to settle funds with you. You further agree that we are not responsible and shall not be liable in any way for any delay or failure to settle funds with you or for any error in your settlement account if the banking details/information provided by you or by third party sources is false, incomplete, not current or inaccurate.*

Item # 6

City of Cartersville

City Council Meeting
9/6/2018 7:00:00 PM
FY 2018-2019 Budget Amendment

SubCategory:	First Reading of Ordinances
Department Name:	Finance
Department Summary Recomendation:	The Fire Department has requested an amendment to the FY 2018-2019 General Fund budget to account for additional staffing needs. As a result, the Fire Department budget needs to be increased by $38,405 for half of the year. The additional costs were unforeseen at the time the FY 2019 budget was passed by Council. The offset to the expenses will be an increase in the Local Option Sales Tax (LOST) by the same amount ($38,405). I recommend the amendment to increase the General Fund revenues and expenses in the amount of $38,405 (for half of the year), bringing the total of the General Fund budget to $40,749,045.
City Manager's Remarks:	This was discussed with you before the last Council meeting. The new position is key during the transition time with the new EMS service through Metro and going forward with trainings, certifications, etc. Your approval of the budget amendment is recommended for the new position in the Fire Department.
Financial/Budget Certification:	
Legal:	
Associated Information:	

Item # 7

Ordinance

of the

City of Cartersville, Georgia

Ordinance No.______

NOW BE IT HEREBY ORDAINED by the Mayor and City Council that pursuant to the City of Cartersville Charter; the City of Cartersville Fiscal Year 2018 – 2019 budget.

2018 - 2019 Budget Summary

General Fund	Revenues	Expenditures
Revenues	$40,749,045	
Expenditures:		
Legislative		$17,393,885
Administration		$ 1,070,510
Finance Dept.		$ 1,230,705
Customer Service Dept.		$ 802,720
Police		$ 5,728,975
Fire		$ 7,218,255
Municipal Court		$ 266,795
Public Works		$ 2,453,160
Recreation		$ 3,235,790
Planning & Development		$ 1,134,120
Downtown Development Authority		$ 214,130
Special Revenue Funds		
GO Park Bonds Series 2014	$ 2,175,600	$ 2,175,600
SPLOST – 2003	$ 200,000	$ 200,000
SPLOST – 2014	$ 5,439,180	$ 5,439,180
DEA	$ 336,190	$ 336,190
State Forfeiture	$ 3,000	$ 3,000
Hotel/Motel Tax	$ 840,000	$ 840,000
Motor Vehicle Rental Tax	$ 78,500	$ 78,500
Grant Funds	$ 0	$ 0
Impact Fees	$ 0	$ 0
Business Improve Dist Tax	$ 33,000	$ 33,000
Development Fees	$ 5,000	$ 5,000
Tax Allocation District	$ 181,200	$ 181,200

Enterprise Funds		
Fiber Optics	**$ 2,120,110**	**$ 2,120,110**
Electric	**$49,126,240**	**$49,126,240**
Gas	**$35,962,150**	**$35,962,150**
Solid Waste	**$ 2,649,715**	**$ 2,649,715**
Stormwater	**$ 1,597,000**	**$ 1,597,000**
Water & Sewer	**$40,113,000**	**$19,271,770**
Water Pollution Control Plant		**$14,991,835**
Water Treatment Plant		**$ 5,849,395**
Internal Service Fund		
Garage	**$ 1,572,820**	**$ 1,572,820**

Item # 7

BE IT AND IT IS HEREBY ORDAINED.

ADOPTED, this ___ day of September 2018. First Reading.
ADOPTED this ___ day of September 2018. Second Reading.

/s/____________________
Matthew J. Santini
Mayor

ATTEST:

/s/____________________
Meredith Ulmer
City Clerk

City of Cartersville

City Council Meeting
9/6/2018 7:00:00 PM
Invoice Cloud Agreement

SubCategory:	Contracts/Agreements
Department Name:	Finance
Department Summary Recomendation:	Currently, the cashier area uses PayPal to settle the debit/credit card transactions, while Invoice Cloud settles the debit/credit card transactions made through the website. At the time we chose to use Invoice Cloud to process our transactions, there was an issue with the interface between Invoice Cloud and Cogsdale. The interface issue no longer exists and I am requesting that the City contract with Invoice Cloud to settle the cashier area debit/credit card transactions. The current $3.95 transaction fee charged by Invoice Cloud will be carried over to the cashier area transaction. This will bring all of the City's customer service settlements under one vendor, thus making it easier to balance using one processor. I recommend approval of the Invoice Cloud documents and for the Mayor to be authorized to sign them.
City Manager's Remarks:	This will help streamline processing for Customer Service. Your approval of this agreement is recommended.
Financial/Budget Certification:	There is no cost to the city as the fees will be passed onto the customers.
Legal:	The City attorney has reviewed and approved the documents.
Associated Information:	

InvoiceCloud™

Biller Order Form

Item # 8

INVOICE PARAMETERS

Invoice Parameters must be completed for each invoice type

Invoice Type	Utility		
Biller Software	Cosgdale	Pricing Model	Submitter

Products:
- ☐ EBPP ☐ Cloud Store ☐ Cloud Pay ☐ Kiosk ☐ IVR ☐ Outbound IVR
- ☐ Single Sign-On ☐ Bill Processor ☑ POSConnect ☐ CSRConnect ☐ PayNearMe ☐ OBD

BILLING DETAILS

Please indicate which months bills are ***sent*** by placing the bill count for each month below:

Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec

Avg Invoice $ | Max Invoice $ | Bill Frequency | ***BPM*** *0*

PRINTED BILLS

Bill Mailing Dates: ☐ 1st - 10th ☐ 11th - 20th ☐ 21st - 31st

Bill Image Provider: ☐ Template ☐ Biller ☐ Biller Print Vendor ☐ Software Partner

Bill Print Vendor | Contact | Phone

HARDWARE

Card Readers	IDTech SREDKey	Quantity	2	Cost Per Reader	$0.00

Provided By: Operations

Shipping Addr.
(if differernt than location address)

SERVICE FEES

Payment Source Description	Payment Method	Minimum Fee ($)	Calculation Type	Fee Amount
All Payment Sources	Credit/Debit		Fixed ($)	$3.95
All Payment Sources	ACH/EFT		Fixed ($)	$0.50 (paid by biller)
PAYMENT SOURCE EXCEPTIONS				

CREDIT CARD FEES BREAKDOWN (CHASE NON-SUBMITTER)

Note: Interchange, fees, and assessment are billed by Chase. Per Item Rate and Basis Points are billed by Invoice Cloud

Model		Per Item Rate		Basis Points
☐ Interchange, Fees, due assessments, processing	+		+	
☐ Flat Fee per Item, Fees, Due Assessments, processing	+		+	

MAX PAYMENT CAP

CC Max	$400.00	ACH Max ($)	$125,000.00

BILLER DEPOSITORY BANK INFO

Note: Must include voided business check or bank letter for each unique account

Routing #	061113415	Last 4 Acct #	5553

NOTES/SPECIAL HANDLING

InvoiceCloud™

Biller Order Form

SALES INFORMATION

				Order Date	8/28/2018
IC Sales Rep	Mike Jacobs	Sales Prtnr	Cogsdale	Software Prtnr	Cogsdale
Order Type	Add-on	Vertical	Local Gov (tax/utility/misc.)	IC Division	GUB

PAYMENT METHODS ACCEPTED

Payment Types ☑VISA/MasterCard/Discover ☑American Express ☑ACH/EFT

BILLER INFORMATION

Ownership Type	Government Utility	Phone	770-607-6272 Fax
Legal Name	City of Cartersville	Website URL	http://www.cityofcartersville.org/
Address 1	10 N. Public Square	Bus. Open Date	1/1/1850
Address 2		Federal Tax ID	58-6000534
City	Cartersville State GA ZIP 30120		

** Federal Tax ID and Legal Name must match on all documents.*

BILLER CONTACTS

Project Manager	Timothy Leffew	**Technical Support**	
Phone	770-607-6197 Ext	Phone	Ext
Email Address	tleffew@cartersvillega.gov	Email Address	
Marketing		**Billing/Accounting**	
Phone	Ext	Phone	Ext
Email Address		Email Address	

Item # 8

SIGNATORY AUTHORITY

Name	Matthew J. Santini	Title	Mayor
Phone	770-387-5616 Fax	Email Address	msantini@cityofcartersville.org

BILLER PRICING

Description	Interval	Cost Type	Cost
Encrypted POS Card Reader Fee	Per Item	Fixed ($)	$0.00

BILLER BANK INFO

Note: Must include voided business check or bank letter for each unique account

Billing Method	ACH Month End Fees		
Name on Account	City of Cartersville Purchasing Account	Bank Name	BB&T
Bank Address	314 E Main St, Cartersville, GA	Phone	770-386-1900
Routing #	061113415	Last 4 Acct #	5553

DATA RETENTION

Months to Keep 24 * Additional Fees apply if greater than 24 months

NOTES/SPECIAL HANDLING

InvoiceCloud™

Biller Order Form

CERTIFICATION AND AGREEMENT

A. By signing below, the Biller hereby authorizes Invoice Cloud, Inc. ("Invoice Cloud") to initiate and execute debit/credit entries to its checking/deposit account(s) indicated above at the depository financial institution(s) named above and to debit/credit the same such account(s). The Biller acknowledges that the origination of ACH transactions to its account(s) must comply with the provisions of U.S. law. This authority is to remain in full force and effect until (i) Invoice Cloud has received written notification (by electronic or U.S. mail) from the Biller of its revocation in such time and manner as to allow Invoice Cloud a reasonable opportunity to act on it, but not less than 10 business days notice; and (ii) all obligations of the Biller to Invoice Cloud that have arisen under this Agreement and all other agreements have been paid in full. The Biller must also notify Invoice Cloud, in writing, (by electronic or U.S. mail) when a change in account number(s) or bank has occurred at which time this authorization shall apply to such new/changed account. This notification must be received within 10 business days of change. A fee will be charged for any returned ACH debits.

B. By signing below, the Biller named: (1) has read, agreed to, and acknowledges receipt of the Biller Agreement, Biller T+C and other Order Forms executed by the Biller, and (2) certifies to Invoice Cloud that he/she is authorized to sign this Order Form; (3) certifies that all information and documents submitted in connection with this Order Form are true and complete; (4) authorizes Invoice Cloud or its agent to verify any of the information given, including credit references, and to obtain credit reports (including a spouse if in a community property state); (4) agrees to pay the Monthly Access Fee through the last day of the month following the effective date of termination as provided in the Billing Agreement; (5) agrees that Biller and each transaction submitted will be bound by the Order Form and the Biller Agreement in its entirety; (6) agrees that Biller will submit transactions only in accordance with the information in this Order Form and Biller Agreement and will immediately inform Invoice Cloud, by email (contracts@invoicecloud.com) if any information in this Order Form changes, and (7) the Biller agrees and understands that outstanding sums due and owing to Invoice Cloud., will be charged daily or monthly and debited from its current depository account. Non-sufficient funds for these debits are grounds for a change in fees or termination of this Agreement. In the event of non-payment of any sums due, Invoice Cloud reserves the right to withdraw such sums from the current depository account at any time to ensure payment of the same.

C. Pay by Text: Standard data rates and text messaging rates may apply based on the payer's plan with their mobile phone carrier. Payer can opt out of text messaging at any time with Invoice Cloud. Partial payment or overpayment is not supported. Service fees may apply based on the biller set up with Invoice Cloud. Biller may not use the service for activities that violate any law, statute, ordinance or regulation.

D. By signing below, the Biller hereby gives permission to Invoice Cloud to access his / her credit history via Trans Union, Equifax, or other credit-reporting agency.

E. The Order Form and the Biller Agreement will become effective only when counter-signed by Invoice Cloud and upon execution by the Biller of such third party agreement required by Invoice Cloud to permit use of the payment function of the Service.

Item #8

In WITNESS WHEREOF, the parties hereto have executed this Agreement as of this day ________

Accepted by Biller:	**Accepted by Invoice Cloud, Inc.:**
X	X
Corporate Officer	**Corporate Officer**
Matthew J. Santini	Robert Lapides
Printed Name	**Printed Name**
Mayor	President, GUB Division
Title	**Title**

City of Cartersville

City Council Meeting
9/6/2018 7:00:00 PM
USA Water Maintenance Agreement

SubCategory:	Contracts/Agreements
Department Name:	Fire
Department Summary Recomendation:	Respectfully request permission for our Mayor to be authorized to sign the annual maintenance agreement with USA Water for our testing and maintaining proper chemical levels in the PSHQ chiller for the HVAC system. The annual shared price between CPD and CFD is $4,260.00, which is the same as last year. This is a budgeted expense for both departments at $177.50 each, per month per department.
City Manager's Remarks:	This is done annual and shared between the Police and Fire Department. Your approval of the USA Water Maintenance Agreement is recommended.
Financial/Budget Certification:	This is a budgeted item.
Legal:	N/A
Associated Information:	N/A

8/7/18

From: To:

Cartersville Public Safety Headquarters
City of Cartersville
Mitchell Bagley
195 Cassville Rd.
1 North Erwin St.
PO Box 1390
Cartersville, GA 30120

Greg Moore
Sales Representative, U.S. Water Services, Inc.
770-584-6954
gmoore@uswaterservices.com

RE: Intent to Purchase

Dear U.S. Water Services, Inc.,

City of Cartersville ("Customer") has received a letter from U.S. Water Services, Inc. ("US Water") dated to start 8/7/2018, for U.S. Water to provide, and Customer to pay for, certain water treatment services, chemicals and equipment (as applicable). This letter confirms the following:

1. The term of the purchase is beginning 8/1/2018 through 7/31/2019.

2. The scope of water treatment services, chemicals and equipment and associated pricing is as follows:

Item	**Price**
Services & Water Treatment Chemicals to include shipping	
Estimated Annual Contract Price:	$4,260 annually/$355 Monthly

Please accept this "intent to purchase" referencing the Term, Scope and Pricing, Customer will pay, and U.S. Water Services, Inc. will provide, the services, products, chemicals and equipment specified in this letter.

Thank you,

____
Signature

____
Print Name

____
Date

A and W TECHNOLOGIES
U.S. WATER

8/7/18

Mr. Mitchell Bagley

Cartersville Public Safety Headquarters

195 Cassville Road

Cartersville, GA 30120

Subject: Water Treatment – Cartersville Public Safety Headquarters

US Water Services appreciates being able to provide the water treatment at your facility. The program cost will remain the same at $355 month/$4,260 a year including shipping. The term is from 8/1/18 to 7/31/19.

Thank you for your business! We look forward to continuing our relationship. Should you have any questions, please do not hesitate to contact me at 770-584-6954. Thank you!

Sincerely,

Greg Moore

US Water Services

770-584-6954

City of Cartersville

City Council Meeting
9/6/2018 7:00:00 PM
Water Line Materials for Airport

SubCategory:	Contracts/Agreements
Department Name:	Administration
Department Summary Recomendation:	The Cartersville-Bartow Airport Authority has to install a 1,130-foot water line to help serve the airport hangars located on the east side of the runway. The new water line will mainly be used as a fire line in case there is a problem at the airport. The cost for labor to install this new water line is approximately $65,000 plus an additional $36,000 for materials. This project was not anticipated and the Airport Authority has asked if the City and Bartow County are willing to split the material costs. The $18,000 cost to the City for materials was not a budgeted item, but is recommended for your approval.
City Manager's Remarks:	Your approval of this item is recommended.
Financial/Budget Certification:	This is not a budgeted item.
Legal:	
Associated Information:	

City of Cartersville

City Council Meeting
9/6/2018 7:00:00 PM
Fiber Optic Cable & Supplies

SubCategory:	Bid Award/Purchases
Department Name:	Fiber
Department Summary Recomendation:	The City Council previously approved contracts with NCI and Luffman-Byers Engineering for installation of fiber along State Route 411 to Tellus. We have received approval from GDOT for our construction plans and need to order the fiber optic cabling and materials for this project. I recommend approval of the Utilicom Supply Associates quote in the amount of $16,780.
City Manager's Remarks:	Your approval of this purchase from Utilicom Supply for $16,780 is recommended.
Financial/Budget Certification:	This is an unbudgeted item. FiberCom will receive revenue once the project is completed that will offset the cost.
Legal:	
Associated Information:	

UTILICOM
SUPPLY ASSOCIATES
4400 Shackleford Road
Norcross GA 30093
P: 404-298-7700 F: 404-298-8810

Sales Order

Original

Order	Date	Page
61159	08/21/18	1

On-Site Date
08/29/18

Bill To:

City of Cartersville
PO Box 1390
Cartersville GA 30120

Ship To:

City of Cartersville
1 N Erwin St
Cartersville GA 30120-3121

Customer ID	Purchase Order Number	Inside Sales	Salesperson
C000830	David Card on File	Andy Nelson	Greg Duke

Due Date	Ship Via	Contact	Terms	Currency
08/29/18		David Stiles	Credit Card on File	US Dollars

QUANTITY ORD	SHP	B/O	ITEM NUMBER	DESCRIPTION	UNIT PRICE	U/M	AMOUNT
37500	37500	0	HDPE1251353W7.5MEMP	1-1/4" SDR-13.5 3-Way, Empty, Orn, Blu, & Grn, 2500'/color, 7500'/rl	0.3700	ft	$13,875.00
30	30	0	COMFIT125	1-1/4" Comfit Coupling, 50/bx	5.5000	ea	$165.00
8	8	0	SYN2436TBOX24	24" x 36" x 24" Open Bottom Box	190.0000	ea	$1,520.00
8	8	0	SYN2436T000	24" x 36" Heavy Duty Blank Marking Plate Lid Tier 22	152.5000	ea	$1,220.00
16	16	0	PECO096350	1/2"-13 x 3 1/2 HDG Hex Head Bolt, 25/bx for SYN 2436, 3048 & 3060	0.0000	ea	$0.00
16	16	0	PECO12FWSAEZJ	11/16", Zinc Coated Washer, Box/100 FOR SYN	0.0000	ea	$0.00

Merchandise	Discount	Freight	Tax	Applied	Total Due
$16,780.00	$0.00	$0.00		$0.00	

Based On Sales Quotations 15005.

US Dollars

All returns subject to 15% restocking fee.

Item # 11

City of Cartersville

City Council Meeting
9/6/2018 7:00:00 PM
Affordable Care Act Reporting

SubCategory:	Bid Award/Purchases
Department Name:	Administration
Department Summary Recomendation:	Shaw Hankins completed the Affordable Care Act 1094-C and 1095-C reporting requirements for the City for 2017 and is due $5,297.50 for this work.
City Manager's Remarks:	Your approval of payment to Shaw Hankins for $5,297.50 is recommended.
Financial/Budget Certification:	This is a budgeted item.
Legal:	
Associated Information:	

ShawHankins, Inc.
351 Washington Avenue
Suite 120
Marietta, GA 30060
USA

Voice: 770-382-0951
Fax:

INVOICE

Invoice Number: 091618
Invoice Date: 4/30/18
Page: 1

Bill To:
City of Cartersville
1 N. Erwin Street
Cartersville, GA 30120

Customer ID: City of Cartersville

Customer PO	Payment Terms	Sales Rep ID	Due Date
	Net 10 Days		5/10/18

Description	Amount
ACA Reporting Services including Processing of IRS forms 1094-C and 1095-C	5,297.50

Subtotal	5,297.50
Sales Tax	
Total Invoice Amount	5,297.50
Payment/Credit Applied	
TOTAL	**5,297.50**

Check/Credit Memo No:

City of Cartersville

City Council Meeting
9/6/2018 7:00:00 PM
Excavator Purchase

SubCategory:	Bid Award/Purchases
Department Name:	Electric Department
Department Summary Recomendation:	The Electric Department would like to purchase a Yanmar Mini-Excavator, Model VIO80 or equivalent to replace a 1998 New Holland, model 555E Backhoe. There are other Excavator manufacturers, but we want to take advantage of the $40,000+ in accessory attachment equipment that we own. We received 5 bids on the equipment which can be viewed on the attached Bid Comparison sheet and the individual bids. This is a budgeted item in the FY18-19 Capital Budget. We recommend the purchase of the Yanmar Excavator, model VIO80 from Vermeer of Marietta for the delivered price of $74,000.
City Manager's Remarks:	This is a budgeted, capital expense for the Electric Department. Your approval of this item is recommended.
Financial/Budget Certification:	This is a budgeted item.
Legal:	
Associated Information:	

Vermeer®
SOUTHEAST
Serving the Southeast.....since 1968

Vermeer Southeast Sales & Service
1320 Gresham Rd. Marietta, GA 30062
PHONE: 770-973-8811 Cell: 404-408-4496
E-Mail: bryanjewell@vermeersoutheast.com

City of Cartersville

Quote# 120188

August 22, 2018

New YANMAR VIO80 EXCAVATOR

54.6 Yanmar diesel engine
Maximum dig depth – 15' 4"
Maximum dump height – 15' 3"
Hydraulic Quick Coupler bucket attachment
Backfill blade – 89" wide x 16" tall
Pilot operated joysticks
Rubber Tracks
Zero turn rear swing radius
Enclosed cab with heat and air
Operating weight = 18,136 lbs
Auxiliary hydraulics
High/Low speed ground drive
24" Bucket

Municipal Investment: $74,000

4 year / 4,000 warranty

***Price good for 30 days**

Thank you,

Bryan Jewell

Vermeer Southeast Sales & Service, Inc.
2950 Pinson Valley Parkway
Birmingham, AL 35217

QUOTE

Date: 07/02/18

Sales Rep: Joe Hartbarger

Customer Information:
City of Cartersville - Electric Dept

Delivered to:

Contact Name: Ronny Poston
Phone Number:

Picked up at this Vermeer Store Location:

Payment method:

Qty	DESCRIPTION and SERIAL #	Unit Price	TOTAL
1	2018 model Yanmar VIO80	$ 78,509.00	**$ 78,509.00**
	Joystick Controls		
	Zero Tail Swing		
	Enclosed Cab with Heat / Air		
	24" Bucket		
	Hydraulic Quick Coupler		
	Standard Backfill Blade		
	High & Low Speed Ground Drive		
	Includes a 4 year / 4000 hour warranty		

SubTotal	**$ 78,509.00**
Tax	
Total	**$ 78,509.00**
Less Down Payment	
Balance Due	**$ 78,509.00**

THANK YOU FOR YOUR BUSINESS!

TERMS:

All warranties, if any, made with respect to this equipment are those warranties made by the Manufacturer. Dealer makes no warranties express or implied, including, but not limited to, warranties of MERCHANTABILITY AND FITNESS OF A PARTICULAR PURPOSE.

Customer Signature

Vermeer Southeast Sales & Service, Inc.
1060 West Industrial Ave.
Boynton Beach, Florida 33426

QUOTE

Date: 07/02/18

Sales Rep: Steve Miller

Customer Information:
City of Cartersville

Delivered to:

Contact Name: Ronny Poston
Phone Number:

Picked up at this Vermeer Store Location:

Payment method:

Qty	DESCRIPTION and SERIAL #	Unit Price	TOTAL
1	New Yanmar VIO80	$ 79,923.00	$ 79,923.00
	Yanmar Diesel Engine		
	Pilot Operated Controls		
	Hydraulic Quick Coupler		
	High/Low Speed Ground drive		
	89" Backfill Blade		
	Rubber Tracks		
	Zero Tail Swing		
	Enclosed Cab W/ Heat & Air		
	Auxiliary Hydraulics		
	Bucket option includes a 24" bucket		
	4 year / 4000 hr. warranty		

SubTotal	$ 79,923.00
Tax	
Total	$ 79,923.00
Less Down Payment	
Balance Due	$ 79,923.00

THANK YOU FOR YOUR BUSINESS!

TERMS:

All warranties, if any, made with respect to this equipment are those warranties made by the Manufacturer. Dealer makes no warranties express or implied, including, but not limited to, warranties of MERCHANTABILITY AND FITNESS OF A PARTICULAR PURPOSE.

Customer Signature

ATLAS EQUIPMENT, LLC.
879 Pickens Industrial Drive
Marietta, GA 30062
Phone: 770-794-9993

Commercial Sales Order

Customer Name	CITY OF CARTERSVILLE GA. - ELECTRICAL DEPT		Date	08/23/2018
Street Address	320 SOUTH ERWIN ST.		County	BARTOW
State, City, Zip Code	CARTERSVILLE GA.,30120		Phone	770-607-6392
Salesperson	Gene Bramlette		How do you prefer us to contact you?	
What led you to buy from us?			email text phone	

Stock #	New/Used	Make	Model#/Description	Serial Number	Sale Price
	NEW	HYUNDAI	R80CR-9A		$85,912.00
	NEW		24" BUCKET		
	NEW		HYDRAULIC QUICK COUPLER IS		
			YANMAR ATTACHMENT COMPATIBLE		
			DELIVERY INCLUDED IN PRICE		

Notes	All quotes are at base price plus any taxes or fees due and subject to prior sale with all applicable terms and conditions under current Kubota, KTC, KCC and other applicable programs. Quotes expire at the end of each month.		Sale Price	$85,912.00
			- Trade-in	
			= Price Difference	$85,912.00
			= Taxable Balance	$85,912.00
		CHECK CORRECT FUNDING	+Sales Tax 6%	
Trade		CASH	= Total Sale Price	$85,912.00
Year		CREDIT CARD	- Down Payment	
Make		PERSONAL CHECK	= Balance	$85,912.00
Model		CASHIERS CHECK	+Extended Warranty	
Serial #		CONTRACT	+ Finance Fees	
Hours		WIRE FUNDS	= Balance	$85,912.00

By execution of this order, Customer offers to purchase the above unit (s) per the terms of this agreement and any signed attachments. This order constitutes the entire Agreement of the Customer and Atlanta Kubota LLC (AK) regarding the purchase of the unit (s) described. All other communications between Customer & AK, including any bid, quote or other specs are superseded and merged into this agreement. AK shall not be liable for any delay in completion and delivery of unit (s) caused by a delay in build by manufacturer. Delivery and Acceptance: Customer agrees to accept delivery of unit (s) at AK and to make final payment within five days of notification from AK that unit (s) is ready, prior to delivery date. No Financing: While we appreciate the opportunity to assist you with financing, this Agreement is not contingent upon Customer obtaining financing. No Brokers: Customer represents that no broker or other person is entitled to any broker's, finder's or other similar fee or commission in connection with the sale of unit (s) based upon arrangements made by or on behalf of the Customer or any employee, agent, or representative of Customer. DISCLAIMER OF WARRANTIES: AK DISCLAIMS ANY AND ALL WARRANTIES, EITHER EXPRESS OR IMPLIED, INCLUDING ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, WITH REGARD TO THE UNIT (S). FURTHER, CUSTOMER REPRESENTS THAT CUSTOMER HAS REVIEWED THE SPECIFICATION FOR THE UNIT (S) AS STATED IN THIS AGREEMENT PRIOR TO SIGNING THIS AGREEMENT AND THAT CUSTOMER HAS MADE AN INDEPENDENT DETERMINATION THAT THE UNIT (S) AS DESCRIBED HEREIN IS IN SUBSTANTIAL COMPLIANCE WITH ANY CUSTOMER BID REQUEST AND/OR THE INTENDED USE BY THE CUSTOMER. USED UNIT (S) IS SOLD AS IS WITH NO WARRANTY EXPRESSED OR IMPLIED. Governing Law: This Agreement has been accepted and made in the State of Georgia and shall be construed in accordance with the law of the State of Georgia. Customer & AK agree that any dispute regarding the unit (s) shall be resolved by binding arbitration pursuant to the rules of Henning Mediation & Arbitration. In no event shall AK be liable for any loss, consequential, indirect or punitive damage, all of which are waived by Customer as partial consideration.

I HAVE READ THE ABOVE AND ACKNOWLEDGE RECEIPT OF A COPY OF THIS ORDER.

Purchaser		Date	
Salesperson	Gene Bramlette	Date	8/23/18
Accepted by		Date	

THIS ORDER IS NOT VAILD UNLESS SIGNED AND APPROVED BY AUTHORIZED MANAGER

We Require

- [ ] Proof of Insurance
- [ ] Copy of GATE card for Georgia sales tax exemption

12-14-16

BORDER EQUIPMENT

G, J&L Inc.

Proposal

CASE CONSTRUCTION

3185 Moreland Ave.,
Conley, Ga. 30288

Date 8/22/2018

Customer	City Of Cartersville	Product Rep:	John Whitley
	320 South Erwin St		
	Cartersville, Ga 30120	Number (o):	770-322-6960
		0 Number (c):	404-293-3290

Ga State Contract #99999-001-SPD0000102-0022
Vendor ID # 17677

Qty	Equipment	Sell Price
1	Case Model CX75C	$98,350.00
	Cab & Air	
	6' 10" Arm	
	Hydraulic Quick Coupler	
	Pilot operated Joystick Controls	
	Rubber Tracks	
	Auxiliary Hydraulics	
	High/Low Speed	
	24" Bucket	
	4 year / 4,000 hours warranty	
	FOB Cartersville, Ga	

Grand Total **$98,350.00**

CASE CONSTRUCTION

CX75C

MSR EXCAVATOR – STANDARD & OFFSET BOOM W/ DOZER BLADE TIER 4 FINAL CERTIFIED

PRELIMINARY

ENGINE

Model	Isuzu AP-4LE2X
Emissions Certification	Tier 4 Final
Fuel	Requires ultra low-sulfur fuel B5 biodiesel tolerant
Type	Water-cooled, 4-cycle, high pressure common rail system. Turbo-charged w/ air-cooled intercooler, DPD system
Cylinders	4-cylinder in-line
Displacement	133 in³ (2.179 L)
Bore/Stroke	3.35 x 3.78 in (85 x 96 mm)
Fuel injection	Direct injection – electronic
Fuel filter	Replaceable, full flow spin-on cartridge
Air filter	Dry type element w/ warning restriction indicator
Oil filter	Replaceable, full flow spin-on cartridge
Engine gradeability:	
Side-to-side	35°
Fore and aft	35°
Net horsepower – SAE J1349 @ 2000 RPM:	54 hp (40 kW)
Net max. torque – SAE J1349 @ 1800 RPM:	142 lb·ft (193 N·m)
Cooling operating range:	109.4° to -13° F (43° to -25° C)
Oil	Requires low-ash oil CJ-4

DRIVETRAIN

Travel control	Dual stage relief/ counter balance design
Brakes	Mechanical disc
Service brakes	SAHR disc – each motor
Two speed travel:	Forward/Reverse
Max. high speed	3.2 mph (5.1 kph)
Max. low speed	2.1 mph (3.3 kph)
Automatic downshift	
Drawbar pull	13,376 lb (59.5 kN)
Gradeability	70% – 35° slope

ELECTRICAL

Voltage	24 Volts
Alternator rating	50 amp
Batteries	2 x 12 Volt
Battery reserve capacity	64 Ah/5 hour
Work lights	24 Volt
1 boom	70 watt
1 upper	70 watt

OPERATOR ENVIRONMENT

FOPS Level 1 cab top guard; Pressurized cab; One-touch auto-lock sliding front window; AC/ heat/defrost w/ auto climate control; 6 watt interior dome light; Mechanical-suspension cloth seat; Adjustable armrest; Low-effort joystick controls; Controls pre-wired for auxiliary; Blade control lever; AM/FM radio w/ antenna and 2 speakers; Anti-theft start code system; Rubber floor mat; 12-volt electric socket; 24-volt cigarette lighter; External rear view mirrors; Windshield wiper/washer; Cup holder; Storage compartments; Travel alarm w/ cancel switch; One key start and lock-up; Built-in full-color LCD monitor; Safety glass for all windows; Polycarbonate roof hatch and sun shade.

Air conditioner output	13,492 BTU/hr
Heater output	12,897 BTU/hr
Sound level inside cab – ISO6395	73 dBA

ATTACHMENT

Boom	12 ft 8 in (3 870 mm)
Arm	5 ft 7 in (1 710 mm)
Bucket digging force	12,792 lbf (56.9 kN)

OPERATING WEIGHT

Operating weight – std.	17,416 lb (7 900 kg)
w/ shoes	1 ft 6 in (450 mm)
w/ boom	12 ft 4 in (3 750 mm)
w/ arm	5 ft 7 in (1 710 mm)
w/ bucket	463 lb (210 kg)
w/ dozer blade	7 ft 7 in (2 320 mm)
w/ counterweight	2,139 lb (970 kg)
Operating weight – offset	18,254 lb (8 280 kg)

NOTE: w/ operator/full fuel/standard equipment

DOZER BLADE

Blade Width	7 ft 7 in (2 320 mm)
Blade Height	1 ft 6 in (450 mm)
Max. lift above ground	1 ft 5 in (440 mm)
Max. drop below ground	0 ft 11 in (280 mm)

GROUND PRESSURE

@ Standard operating weight: 4.8 psi (0.33 bar) w/ 23.6 in (600 mm) triple semi-grouser shoes

HYDRAULICS

System design	Open center
Main pumps	Two variable displacement/ axial piston
Max. rated flow	19.5 gpm (74 L/min)
System pressures:	
Boom, arm and bucket	4,264 psi (294 bar)
Travel circuits	4,264 psi (294 bar)
Swing circuits	3,278 psi (226 bar)

HYDRAULICS (cont.)

Pilot pump	1 x gear design
Max. capacity	4.8 gpm (18 L/min)
Controls	w/ boom/arm holding valve
Right track travel, bucket, boom and arm acceleration.	Four-spool section
Left track travel, bucket, boom and arm acceleration.	Five-spool section
Swing motor	Fixed displacement axial piston
Swing final drive	Planetary gear reduction
Travel motor	Two-speed independent travel/axial piston

HYDRAULIC CYLINDERS

Boom cylinder	One (1)
Cylinder Bore	4.5 in (115 mm)
Cylinder rod diameter	3.0 in (75 mm)
Cylinder stroke	33.5 in (850 mm)
Arm cylinder	One (1)
Cylinder Bore	3.9 in (100 mm)
Cylinder rod diameter	2.6 in (65 mm)
Cylinder stroke	29.7 in (755 mm)
Bucket cylinder	One (1)
Cylinder Bore	3.3 in (85 mm)
Cylinder rod diameter	2.2 in (55 mm)
Cylinder stroke	26.2 in (665 mm)

SERVICE CAPACITIES

Fuel tank	31.7 gal (120.0 L)
Hydraulic system	25.4 gal (96.3 L)
Hydraulic tank	13.5 gal (51.0 L)
Engine oil w/ filter	3.0 gal (11.5 L)
Final drive	0.3 gal (1.1 L)
Cooling system	3.2 gal (12.2 L)

OTHER SPECIFICATIONS

Swing speed	0 – 10.4 RPM
Swing torque	12,539 lb·ft (17 000 N·m)
Swing brake	Mechanical disc
Undercarriage:	
Length	9 ft 4 in (2 850 mm)
Track gauge	6 ft 2 in (1 870 mm)
Carrier rollers	1
Track rollers	5
Shoes – triple grouser	39
Shoe width – std.	1 ft 6 in (450 mm)
Link pitch	6.1 in (154 mm)
Track:	
Chain	Grease lubricated/strutted
Guides	Single
Adjustment	Hydraulic

Item # 13

City of Cartersville

City Council Meeting
9/6/2018 7:00:00 PM
Brown Farm Road Pump Station Spare Pump

SubCategory:	Bid Award/Purchases
Department Name:	Water Department
Department Summary Recomendation:	The City operates five (5) sewer lift stations throughout the sewer collection system service area and we are making a concerted effort to purchase critical spare parts for these systems. The Brown Farm Road sewer lift station was rebuilt in 2014. At that time, only the pumps currently in service were purchased. I would like to purchase a spare pump for this location to have when a pump fails. This is a sole source item because the pump controls and plumbing connections are brand specific. A price was requested from Flygt for a complete pump compatible with those already installed. Xylem (Flygt) provided a price of $7,746.90 (quote attached). I recommend approval of this item.
City Manager's Remarks:	Your approval of this item is recommended and is a budgeted item.
Financial/Budget Certification:	This is a budgeted item and will be paid from account 505.3330.52.2361 Maintenance WPCP.
Legal:	
Associated Information:	

xylem

Xylem Water Solutions USA, Inc.
Flygt Products

90 Horizon Drive
Suwanee, GA 30024
Tel (770) 932-4320
Fax (770) 932-4321

November 19, 2014

Quote # 2014-ATL-0928

CITY OF CARTERSVILLE
PO BOX 1390
CARTERSVILLE GA 30120

Re: CITY OF CARTERSVILLE – Browns Farm PS

Attn: Bart Sears

Xylem Water Solutions USA, Inc. is pleased to provide a quote for the following Flygt equipment for the project referenced above.

SPARE PUMP

Qty	Part Number	Description	Extended Price
1	3127.185-0159	Flygt Model NP-3127.185 4" volute Submersible pump equipped with a 460 Volt / 3 phase / 60 Hz 10 HP 1750 RPM motor, 488 impeller, 1 x 50 Ft. length of SUBCAB 4G6+2x1,5 submersible cable, FLS leakage detector, volute is prepared for Flush Valve	$ 7,416.90
		Total Project Price	**$ 7,416.90**
		Freight Charge	$ 330.00
		Total Project Price	**$ 7,746.90**

Incoterm: 1 FCA - Free Carrier **Named Placed:** 02 - US WH/ Factory
Incoterms 2010 clarify responsibility for costs, risks, & tasks associated with the shipment of goods to the named place.

Taxes: State, local and other applicable taxes are not included in this quotation.

Terms of delivery: PP/Add Order Position

Time of delivery: As of today, we have a pump available in our central warehouse that we could have to you within 7-10 business days. If you need this one, we need to allocate this asap to assign it to your job. Otherwise, it will be 8-10 business weeks after receipt of the order.

Terms of payment: Net 60 Days

FLYGT
a xylem brand

City Council Meeting
9/6/2018 7:00:00 PM
TD Williams Fittings for CP-17-002

SubCategory:	Bid Award/Purchases
Department Name:	Gas System
Department Summary Recomendation:	The Gas System requested bids for 2 each - 6-inch T.D. Williams Spherical three way tees with outlet and received three bids. Consolidate Pipe & Supply Co. $9,040.00 General Utility Pipe & Supply $8,200.00 S.J. Patterson Co. bid $8,074.00 I recommend accepting the low bid of $8,074.00 from S.J. Patterson Company.
City Manager's Remarks:	Your approval of the fittings from TD Williams is recommended.
Financial/Budget Certification:	This is a budgeted item.
Legal:	N/A
Associated Information:	

Deska Brown

From: Michael Dickson
Sent: Monday, August 20, 2018 4:50 PM
To: Rodney Reynolds; Deska Brown
Cc: Brian Friery
Subject: CP-17-002 Cass White Rd Improvements Bartow County Project # 3001044

Please check quantities of the following material list and order any needed items.

QTY	Material
120 ft.	6-5/8 X .219 Steel Pipe
1100 ft.	4-1/2 X .188 Steel pipe
250 ft.	2-3/8 X .154 in Steel pipe
80 ft.	3/4 in IPS X .113 Steel pipe
600 ft.	2 in IPS DR11 PE Pipe
500 ft.	¾ in IPS DR11 PE Pipe
2	6 in HP TDW Spherical
3	4 in HP TDW Spherical
2	2 in HP TDW Spherical
5	2 in TDW TORs
1	4 in HP Balon Weld X Weld Valve
2	2 in HP Balon Weld X Weld Valve
1	2 in Poly Valve
1	6 in X 4 in Reducing Tee
4	6 in 90 Elbows
5	4 in 90 Elbows
1	4 in 45 Elbows
4	2 in 90 Elbows
2	2 in PE 90 Elbows
4	6 in Weld Caps
6	4 in Weld Caps
4	2 in Weld Caps
2	3/4 in Weld Caps
1	2 in PE Caps
8	3/4 Mueller Auto Perf Tap Tees

Michael Dickson
Gas Construction/Distribution Superintendent
City Of Cartersville Natural Gas System
Office 770-387-5642
Cell 770-900-0658
Fax 770-387-5638

Item # 15

CP-17-002 August 22, 2018

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:

***** PLEASE SEE ATTACHED SPEC *****

ITEM NO.	SIZE	ITEM DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL AMOUNT	EXPECTED DELIVERY DATE (from time of order)
1.	6"	TD Williams Spherical With Outlet Cartersville #323044	2	EA	$ 4037.00 Numerals	$ 8074.00 Numerals	2 weeks Calendar Days

four thousand thirty seven
Words (Unit Price Only)

TOTAL BID $ 8074.00
Numerals

BID PROPOSAL SUBMITTED BY:

SJ Patterson Company	Steve Patterson	8-23-18
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

CP-17-002

August 22, 2018

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:

***** PLEASE SEE ATTACHED SPEC *****

ITEM NO.	SIZE	ITEM DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL AMOUNT	EXPECTED DELIVERY DATE (from time of order)
1.	6"	TD Williams Spherical With Outlet Cartersville #323044	2	EA	$ 4100.00 (Numerals)	$ 8200.00 (Numerals)	3 Weeks (Calendar Days) 21 Day's
					Four Thousand One Hundred Dollars (Words (Unit Price Only))		

TOTAL BID $ 8,200.00
Numerals

BID PROPOSAL SUBMITTED BY:

General Utility Pipe Supply — Name of Supplier
[signature] — Name of Preparer
8/27/18 — 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: 770-387-5642 • Fax: 770-387-5658 • www.cityofcartersville.org

CP-17-002

August 22, 2018

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:

***** PLEASE SEE ATTACHED SPEC *****

ITEM NO.	SIZE	ITEM DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL AMOUNT	EXPECTED DELIVERY DATE (from time of order)
1.	6"	TD Williams Spherical With Outlet Cartersville #323044	2	EA	$ 4520.00 (Numerals)	$ 9040.00 (Numerals)	1 week (Calendar Days)

Forty Four Hundred Twenty Dollars & No Cents
Words (Unit Price Only)

TOTAL BID $ 9040.00
Numerals

Consolidated Pipe & Supply Co., Inc.
194 Hurricane Shoals Road
Lawrenceville, GA 30045
770-822-9664
Fax 770-822-9323
800-844-9585
Paul Root
proot@consolidatedpipe.com

BID PROPOSAL SUBMITTED BY:

CPS
Name of Supplier

Paul Root
Name of Preparer

8-24-18
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

City of Cartersville

City Council Meeting
9/6/2018 7:00:00 PM
Meter Purchase Transco Station/Brown Farm Road

SubCategory:	Bid Award/Purchases
Department Name:	Gas System
Department Summary Recomendation:	The Transco Station and Brown Farm Road both require a meter. Equipment Controls, of Norcross, Georgia, who is our sole source provider, quoted these meters. The meter cost for the Transco Station is $19,545.30 which includes the electronic index, power supply and communications for the station. The meter cost for Brown Farm Road is $15,039.75 and this is solely the meter cost. The Gas System recommends approval of these items totaling $34,585.05.
City Manager's Remarks:	Your approval of the meter purchases for the Transco Station and Brown Farm Road are recommended.
Financial/Budget Certification:	This is a budgeted item.
Legal:	N/A
Associated Information:	

Memorandum

To: Gary Riggs

From: Jacob O'Bryant

Date: 8/29/18

Re: Meter Purchase Transco Station / Brown Farm Road

The Transco Station will need a meter and electronic index. The cost of the meter and index is $19,545.30. This will include the power supply for the index and communications for the station.

The Regulating Station on Brown Farm Road will also need a meter. The cost of the meter is $15,039.75.

The meters and index will come from Equipment Controls out of Norcross Georgia. They are the sole provider of the equipment.

I am requesting the approval of $34,585.05 to purchase these items.

EQUIPMENT CONTROLS COMPANY, INC.
4555 S. BERKELEY LAKE ROAD
NORCROSS GA 30071
770-441-6400 Fax 770-448-7312

Quotation

QUOTE DATE	QUOTE NUMBER
12/13/17	S1803074

ORDER TO:	PAGE NO.
EQUIPMENT CONTROLS COMPANY, IN 4555 S. BERKELEY LAKE ROAD NORCROSS GA 30071 770-441-6400 Fax 770-448-7312	1

QUOTE TO:
CARTERSVILLE, CITY OF
GAS DEPARTMENT
P O BOX 1390
CARTERSVILLE, GA 30120

SHIP TO:
CARTERSVILLE, CITY OF
GAS DEPARTMENT
19 N ERWIN STREET
CARTERSVILLE, GA 30120

CUSTOMER NUMBER	CUSTOMER ORDER NUMBER	RELEASE NUMBER	SALESPERSON
21678	TRANSCO STATION V3		

WRITER	SHIP VIA	TERMS	SHIP DATE	FREIGHT ALLOWED
CORDELL STALLINGS	FREIGHT ALLOWED	Net 15 Days	12/13/17	Yes

ORDER QTY	PART NO	DESCRIPTION	Unit Price	EXT Price
1ea	1202	2202-12 6" FLG T-35 METER ANSI 300 WP 750	13850.000	13850.00
1ea	31521	EAGLE XARTU/1-VC-CVI-PT SET UP AS FOLLOWS: - ARCA PC ENCLOSURE 10"X 8" QUICK RELEASE HASPS - INTEGRATED 209 STATIC PRESSURE TRANSDUCER 0-1000PSIG - SPM (SYSTEM PROTECTION MODULE) 4 CHANNELS @ 8V & 2 CHANNELS @ 35V - 2) FORM C SOLID STATE RELAY FOR XARTU/1 - ANALOG OUTPUT MODULE, CAN MOUNT - 24VOLT LOOP SUPPLY FOR AO SIGNAL - EXTERNAL LCD WITH MAGNETIC SCROLL SWITCH - 6' TEMPERATURE PROBE WITH 1/2" NPTM THERMAL WELL ADAPTOR FITTING - M.S. CONNECTOR (RS232) & PLUGGED HOLES - CVI, COMPOSITE VERTICAL INDEX MOUNT WITH INDEX KIT	2718.000	2718.00
1ea	27609	EAGLE XA SERIES UNINTERRUPTIBLE POWER SUPPLY SET UP AS FOLLOWS: - ARCA PC Enclosure: 14" x 12", Quick Release - ---120VAC or 240VAC Input - 12VDC Output Power 2A - ---Over Current & Low Battery Protection	2377.300	2377.30

*** Continued on Next Page ***

Item # 16

EQUIPMENT CONTROLS COMPANY, INC.
4555 S. BERKELEY LAKE ROAD
NORCROSS GA 30071
770-441-6400 Fax 770-448-7312

Quotation

QUOTE DATE	QUOTE NUMBER
12/13/17	S1803074

ORDER TO:	PAGE NO.
EQUIPMENT CONTROLS COMPANY, IN 4555 S. BERKELEY LAKE ROAD NORCROSS GA 30071 770-441-6400 Fax 770-448-7312	2

QUOTE TO:
CARTERSVILLE, CITY OF
GAS DEPARTMENT
P O BOX 1390
CARTERSVILLE, GA 30120

SHIP TO:
CARTERSVILLE, CITY OF
GAS DEPARTMENT
19 N ERWIN STREET
CARTERSVILLE, GA 30120

CUSTOMER NUMBER	CUSTOMER ORDER NUMBER	RELEASE NUMBER	SALESPERSON
21678	TRANSCO STATION V3		

WRITER	SHIP VIA	TERMS	SHIP DATE	FREIGHT ALLOWED
CORDELL STALLINGS	FREIGHT ALLOWED	Net 15 Days	12/13/17	Yes

ORDER QTY	PART NO	DESCRIPTION	Unit Price	Ext Price
		- RS232 4-Channel Multi-Drop Module - Sierra Wireless, Airlink Raven RV50 - Internal COMMS Kit for NON-WINI Applications w/ Low Profile Antenna, Power Control Opto Module - SPM (System Protection Module) 4 Channels @ 8V & 2 Channels @ 35V - 17AH Back-up Battery - Pole Mount Kit		
1ea	25705	SLK-IMAC CORRECTOR SENSING LINE KIT WITH IMAC FLOW INHIBITOR ************** Kit Components *************** * 1 - FI-705-001 * * 1/4" NPT X 1/8" TUBING SST FLOW * * INHIBITOR FITTING * * 1 - SS-200-2-4 * * SWAGELOK 1/8" OD TUBE X 1/4" NPT * * 90 DEG ELBOW * * MALE COMPRESSION * * IMAC PART #NVK-203 * * 1 - SS-T2-S-028 * * SWAGELOK TUBING S.S. 1/8" OD TUBE X * * .028 WALL - 24" LENGTH * * IMAC PART #NVK-202 * **	100.000	100.00
1ea	2112	6-SERVICE INSTALLATION AND SET-UP TAXES NOT INCLUDED	500.000	500.00

This is a Quotation.

Subtotal	**19545.30**
S&H CHGS	**0.00**
Amount Due	**19545.30**

Price are firm for 30 days, subject to change without notice after 30 days.
Applicable taxes extra.

EQUIPMENT CONTROLS COMPANY, INC.

4555 S. BERKELEY LAKE ROAD
NORCROSS GA 30071
770-441-6400 Fax 770-448-7312

Quotation

QUOTE DATE	QUOTE NUMBER
08/29/18	S1813374

ORDER TO:	PAGE NO
EQUIPMENT CONTROLS COMPANY, IN 4555 S. BERKELEY LAKE ROAD NORCROSS GA 30071 770-441-6400 Fax 770-448-7312	1

QUOTE TO:
CARTERSVILLE, CITY OF
GAS DEPARTMENT
P O BOX 1390
CARTERSVILLE, GA 30120

SHIP TO:
CARTERSVILLE, CITY OF
GAS DEPARTMENT
19 N ERWIN STREET
CARTERSVILLE, GA 30120

CUSTOMER NUMBER	CUSTOMER ORDER NUMBER	RELEASE NUMBER	SALESPERSON
21678	REG STATION METER	JACOB O'BRYANT	

WRITER	SHIP VIA	TERMS	SHIP DATE	FREIGHT ALLOWED
TIFFANY LONSBERRY	FREIGHT ALLOWED	Net 15 Days	08/29/18	Yes

ORDER QTY	PART NO	DESCRIPTION	Unit Price	Ext Price
		********* Shipping Instructions ********** * SHIP FREIGHT ALLOWED * * **ALL ANGLE BODY 496'S SHOULD BE * * POSITION 9-9 AND CUSTOMER ALWAYS * * WANTS THE SILVER SPRING** * * **ORDERS MUST SHIP COMPLETE UNLESS PO# * * IS DESKA BROWN** * ***************************************		
1ea	1202	2202-12 6" FLG T-35 METER ANSI 300 WP 750 WITH SLOT SENSOR TAXES NOT INCLUDED	15039.750	15039.75

This is a Quotation.

Price are firm for 30 days, subject to change without notice after 30 days.
Applicable taxes extra.

Subtotal	**15039.75**
S&H CHGS	**0.00**
Amount Due	**15039.75**

City of Cartersville

City Council Meeting
9/6/2018 7:00:00 PM
Federal Annual Report FY 2017-2018

SubCategory:	Other
Department Name:	Police
Department Summary Recomendation:	The Cartersville Police Department has to complete the federal annual report for the U.S. Department of Justice each year to account for the federal asset forfeiture money received and spent. The attached report is for the fiscal year starting July 1, 2017 and ending June 30, 2018. This report was prepared by the Police Department with the assistance of Tom Rhinehart, Finance Director. I am requesting that you and the Mayor review this report and then have the Mayor sign it so it can be sent to the U.S. Department of Justice.
City Manager's Remarks:	Your approval of the Federal Annual Report is recommended.
Financial/Budget Certification:	
Legal:	
Associated Information:	

City of Cartersville
POLICE DEPARTMENT

Memorandum

To : Tamara Brock, City Manager
From : Chief Frank L. McCann
Date : August 28, 2018
Ref : Federal annual report fiscal year 2017/2018

As you know, the Cartersville Police Department has to complete the federal annual report for the U.S. Department of Justice each year to account for the federal asset forfeiture money received and spent. The report is for fiscal year starting July 1, 2017 and ending June 30, 2018. This report was prepared by the police department with the assistance of Tom Rhinehart, Finance Director. I am requesting that you and the Mayor review this report and then have the Mayor sign it so it can be sent to the U.S. Department of Justice.

OMB Number 1123-0011
Expires January 31, 2018

Equitable Sharing Agreement and Certification

NCIC/ORI/Tracking Number: GA0080100
Agency Name: Cartersville Police Department **Type:** Police Department
Mailing Address: 195 Cassville Rd. / P.O. Box 1390
Cartersville, GA 30120

Finance Contact
Name: McCann, Frank
Phone: 7703822526 **Email:** flmccann@cartersvillepolice.com

ESAC Preparer
Name: Firth, Ryan
Phone: 678-449-4405 **Email:** firth46@cartersvillepolice.com

FY End Date: 06/30/2018 **Agency FY 2019 Budget:** $5,728,975.00

Annual Certification Report

	Summary of Equitable Sharing Activity	Justice Funds [1]	Treasury Funds [2]
1	Begining Equitable Sharing Fund Balance (Must match Ending Balance from prior FY)	$585,882.59	$0.00
2	Equitable Sharing Funds Received	$213,054.70	$0.00
3	Equitable Sharing Funds Received from Other Law Enforcement Agencies and Task Force (Complete Table B)	$0.00	$0.00
4	Other Income	$0.00	$0.00
5	Interest Income	$0.00	$0.00
6	Total Equitable Sharing Funds Received (total of lines 1-5)	$798,937.29	$0.00
7	Equitable Sharing Funds Spent (total of lines a - n below)	$281,512.48	$0.00
8	Ending Equitable Sharing Funds Balance (difference between line 7 and line 6)	$517,424.81	$0.00

[1] Department of Justice Asset Forfeiture Program participants are: FBI, DEA, ATF, USPIS, USDA, DCIS, DSS, and FDA
[2] Department of the Treasury Asset Forfeiture Program participants are: IRS, ICE, CBP and USSS.

	Summary of Shared Funds Spent	Justice Funds	Treasury Funds
a	Law enforcement operations and investigations	$0.00	$0.00
b	Training and education	$3,755.00	$0.00
c	Law enforcement, public safety and detention facilities	$240.00	$0.00
d	Law enforcement equipment	$269,705.59	$0.00
e	Joint law enforcement/public safety operations	$0.00	$0.00
f	Contracting for services	$7,080.00	$0.00
g	Law enforcement travel and per diem	$731.89	$0.00
h	Law enforcement awards and memorials	$0.00	$0.00
i	Drug, gang and other education or awareness programs	$0.00	$0.00
j	Matching grants (Complete Table C)	$0.00	$0.00
k	Transfers to other participating law enforcement agencies (Complete Table D)	$0.00	$0.00
l	Support of community-based programs (Complete Table E)	$0.00	
m	Non-categorized expenditures (Complete Table F)	$0.00	$0.00
n	Salaries (Complete Table G)	$0.00	$0.00
	Total	$281,512.48	$0.00

Table B: Equitable Sharing Funds Received From Other Agencies

Transferring Agency Name	Justice Funds	Treasury Funds

Table C: Matching Grants

Matching Grant Name	Justice Funds	Treasury Funds

Table D: Transfers to Other Participating Law Enforcement Agencies

Receiving Agency Name	Justice Funds	Treasury Funds

Table E: Support of Community-based Programs

Recipient	Justice Funds	

Table F: Non-categorized expenditures in (a) - (n) Above

Description	Justice Funds	Treasury Funds

Table G: Salaries

Salary Type	Justice Funds	Treasury Funds

Paperwork Reduction Act Notice

Under the Paperwork Reduction Act, a person is not required to respond to a collection of information unless it displays a valid OMB control number. We try to create accurate and easily understood forms that impose the least possible burden on you to complete. The estimated average time to complete this form is 30 minutes. If you have comments regarding the accuracy of this estimate, or suggestions for making this form simpler, please write to the Asset Forfeiture and Money Laundering Section: 1400 New York Avenue, N.W., Washington, DC 20005.

Did your agency purchase any controlled equipment? ☐ **YES** ☒ **NO**

Item # 17

Affidavit

Under penalty of perjury, the undersigned officials certify that **they have read and understand their obligations under the Equitable Sharing Agreement** and that the information submitted in conjunction with this Document is an accurate accounting of funds received and spent by the Agency under the Guide during the reporting period and that the recipient Agency is compliant with the National Code of Professional Conduct for Asset Forfeiture.

The undersigned certify that the recipient Agency is in compliance with the applicable nondiscrimination requirements of the following laws and their implementing regulations: Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq.), Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681 et seq.), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794), and the Age Discrimination Act of 1975 (42 U.S.C. § 6101 et seq.), which prohibit discrimination on the basis of race, color, national origin, disability, or age in any federally assisted program or activity, or on the basis of sex in any federally assisted education program or activity. The Agency agrees that it will comply with all federal statutes and regulations permitting federal investigators access to records and any other sources of information as may be necessary to determine compliance with civil rights and other applicable statutes and regulations.

Equitable Sharing Agreement

This Federal Equitable Sharing Agreement, entered into among (1) the Federal Government, (2) the above-stated law enforcement agency (“Agency”), and (3) the governing body, sets forth the requirements for participation in the federal Equitable Sharing Program and the restrictions upon the use of federally forfeited cash, property, proceeds, and any interest earned thereon, which are equitably shared with participating law enforcement agencies. By submission of this form, the Agency agrees that it will be bound by the statutes and guidelines that regulate shared assets and the following requirements for participation in the Department of Justice and Department of the Treasury Equitable Sharing Programs. Receipt of the signed Equitable Sharing Agreement and Certification (this “Document”) is a prerequisite to receiving any equitably shared cash, property, or proceeds.

1. Submission. This Document must be submitted within 60 days of the end of the Agency’s fiscal year. This Document must be signed and submitted electronically. Electronic submission constitutes submission to the Department of Justice and the Department of the Treasury.

2. Signatories. This agreement must be signed by the head of the Agency and the head of the governing body. Examples of Agency heads include police chief, sheriff, director, commissioner, superintendent, administrator, city attorney, county attorney, district attorney, prosecuting attorney, state attorney, commonwealth attorney, and attorney general. The governing body's head is the head of the agency that appropriates funding to the Agency. Examples of governing body heads include city manager, mayor, city council chairperson, county executive, county council chairperson, administrator, commissioner, and governor. The governing body head cannot be from the law enforcement agency and must be from a separate entity.

3. Uses. Any shared asset shall be used for law enforcement purposes in accordance with the statutes and guidelines that govern the Department of Justice and the Department of the Treasury Equitable Sharing Programs as set forth in the current edition of the *Guide to Equitable Sharing for State and Local Law Enforcement Agencies (Guide).*

4. Transfers. Before the Agency transfers funds to other state or local law enforcement agencies, it must first verify with the Department of Justice that the receiving agency is a compliant Equitable Sharing Program participant. Transfers of tangible property are not permitted.

5. Internal Controls. The Agency agrees to account separately for federal equitable sharing funds received from the Department of Justice and the Department of the Treasury. Funds from state and local forfeitures, joint law enforcement operations funds, and other sources must not be commingled with federal equitable sharing funds.

The Agency certifies that funds are maintained by the jurisdiction maintaining appropriated funds and agrees that such accounting will be subject to the standard accounting requirements and practices employed by the Agency's jurisdiction in accordance with the requirements set forth in the current edition of the *Guide*, including the requirement to maintain relevant documents and records for five years.

The misuse or misapplication of shared resources or supplantation of existing resources with shared assets is prohibited. The Agency must follow its jurisdiction's procurement policies when expending shared funds. Failure to comply with any provision of this agreement shall subject the recipient agency to the sanctions stipulated in the current edition of the *Guide*.

6. Audit Report. Audits will be conducted as provided by the Single Audit Act Amendments of 1996 and OMB Super Circular,

Item # 17

Uniform Administrative Requirements, Costs Principles, and Audit Requirements for Federal Awards. The Department of Justice and the Department of the Treasury reserve the right to conduct periodic random audits or reviews.

7. Freedom of Information Act. Information provided in this Document is subject to the FOIA requirements of the Department of Justice and the Department of the Treasury.

During the past fiscal year: (1) has any court or administrative agency issued any finding, judgment, or determination that the Agency discriminated against any person or group in violation of any of the federal civil rights statutes listed above; or (2) has the Agency entered into any settlement agreement with respect to any complaint filed with a court or administrative agency alleging that the Agency discriminated against any person or group in violation of any of the federal civil rights statutes listed above?

☐ **Yes** ☒ **No**

Agency Head

Name: McCann, Frank
Title: Chief of Police
Email: flmccann@cartersvillepolice.com

Signature: ______________________ Date: ______________

To the best of my knowledge and belief, the information provided on this form is true and accurate and has been reviewed and authorized by the Law Enforcement Agency Head whose name appears above. Entry of the Agency Head name above indicates his/her acceptance of and agreement to abide by the policies and procedures set forth in the *Guide to Equitable Sharing for State and Local Law Enforcement Agencies*, including ensuring permissibility of expenditures and following all required procurement policies and procedures. Entry of the Agency Head name above also indicates his/her acceptance of and agreement to abide by requirements set forth in this Equitable Sharing Agreement, and any policies or procedures issued by the Department of Justice or the Department of the Treasury related to the Asset Forfeiture or Equitable Sharing programs. The Law Enforcement Head also certifies that no items on the Prohibited list, as detailed in “Recommendations Pursuant to Executive Order 13688”, were purchased with equitable sharing funds on or after October 1, 2015.

Governing Body Head

Name: Santini, Matthew
Title: Mayor
Email: cartersvillemayor@yahoo.com

Signature: ______________________ Date: ______________

To the best of my knowledge and belief, the agency's current fiscal year budget reported on this form is true and accurate and the Governing Body Head whose name appears above certifies that the agency's budget has not been supplanted as a result of receiving equitable sharing funds. Entry of the Governing Body Head name above indicates his/her acceptance of and agreement to abide by the policies and procedures set forth in the *Guide to Equitable Sharing for State and Local Law Enforcement Agencies*, this Equitable Sharing Agreement, and any policies or procedures issued by the Department of Justice or the Department of the Treasury related to the Asset Forfeiture or Equitable Sharing Programs.

☐ I certify that I am authorized to submit this form on behalf of the Agency Head and the Governing Body Head.

Item # 17

City of Cartersville

City Council Meeting
9/6/2018 7:00:00 PM
Resolution for Pub Crawl Festival Zone

SubCategory:	Resolutions
Department Name:	Downtown Development Authority
Department Summary Recomendation:	The DDA requests the creation of a downtown-wide festival zone for a single day, Saturday, September 15, to coincide with our Music by the Tracks event occurring simultaneously with our Fall Pub Crawl. Our intention is to advertise this downtown festival zone exclusively to our Pub Crawl patrons as a benefit of the event. Our Fall Pub Crawl is usually lightly attended compared to the Spring Pub Crawl so we feel this would boost attendance. 100 tickets are the maximum number sold and each participant is given an opaque, unbreakable silicone pint glass to identify them as part of the event. The DDA recommends approval of this festival zone to promote the pub crawl.
City Manager's Remarks:	Your approval of the festival zone is recommended.
Financial/Budget Certification:	
Legal:	
Associated Information:	

Resolution No. -________________

of the

City of Cartersville, Georgia

WHEREAS, the Cartersville City Council approved a Festival Ordinance in 2014; and

WHEREAS, the Downtown Development Authority (DDA) wishes to establish a Festival Zone for the following events to be held downtown:

September 15 – Music by the Tracks and Fall Pub Crawl (Historic Downtown District)

WHEREAS, the DDA Board recommends that these events be designated a controlled Festival Zone; and

WHEREAS said Festival Zone will allow those of 21 years and older, who show proof of identification and receive a wristband, be allowed to consume purchased alcoholic beverages within the Festival Zone; and

WHEREAS, DDA board and staff will, in conjunction with event staff and volunteers, keep those with alcoholic beverages inside the allotted Festival Zone; and

WHEREAS, the Director of Planning and Development will receive all necessary proposals and applications prior to each event with the understanding that alcoholic beverages will only be sold by an approved alcohol-license holding businesses.

NOW, THEREFORE BE IT RESOLVED by the City of Cartersville that the aforementioned events, as planned and implemented by the DDA, and approved by the Director of Planning and Development, be designated a Community Festival Zone.

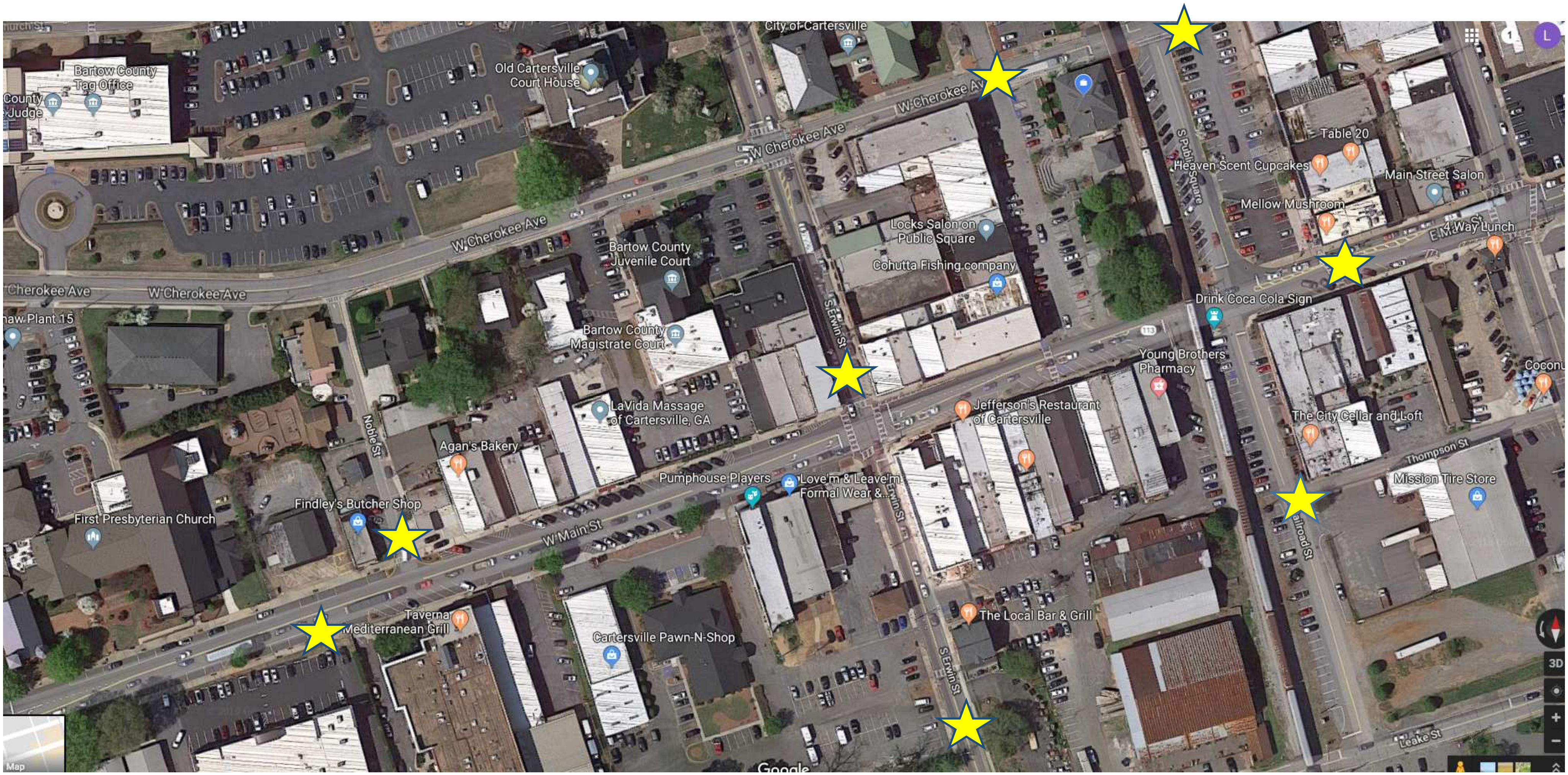
ADOPTED this the 6th day of September 2018.

/s/___________________
Matt Santini
Mayor

ATTEST:

/s/____________________
Meredith Ulmer
City Clerk

Planned placement of “No Alcohol Past this Point” signage to dictate boundaries of Pub Crawl Festival Zone



City of Cartersville

City Council Meeting
9/6/2018 7:00:00 PM
Leake Mounds-Etowah RiverWalk Link Boardwalk Naming

SubCategory:	Commendation/Recognition
Department Name:	Parks and Recreation
Department Summary Recomendation:	Dianne Tate and I have had discussions regarding an appropriate way for the City to thank the Cummings family for their generous donation of the right-of-way that allowed the City of Cartersville to plan, design and construct the Leake Mounds-Etowah RiverWalk Link. A letter of request pertaining to this subject was received as well as a unanimous vote of support from Parks and Recreation Advisory Board to honor the Cummings family, as required by our naming policy. A bronze plaque will be placed at the start of the first boardwalk near the City School System bus barn. This section is the first time the trail makes entry onto the right-of-way donated by the Cummings family. The text on the plaque will read “In Honor – Skip Cummings – October 4, 2018”. Private funding has been secured for the bronze plaque as required by our policy. It is with great pleasure that I recommend to Cartersville City Council that the City honor the Cummings family for their kind donation to our community. Theirs is a donation that will be utilized in perpetuity, as part of the Cartersville Trails system.
City Manager's Remarks:	Thank you to the Cummings Family for their generous donation and kindness shown to our community. Your approval of the boardwalk naming is recommended.
Financial/Budget Certification:	
Legal:	
Associated Information:	

City of Cartersville Parks and Recreation Department
Policy for Reviewing Requests for Naming, Renaming, and Memorializing Parks and Facilities

Guidelines for:

1. Naming or renaming parks
2. Naming or renaming areas in parks or facilities in parks
3. Memorials and dedications in parks, on park structures, and facilities

The Policy

City of Cartersville Parks and Recreation Department parks/facilities are generally named for a geographic area or a natural historic feature, but, as appropriate, parks and department facilities may be named to reflect significant historic, material, or financial contributions to the City, or persons of historic or outstanding civic service. Markers may be placed in parks and on recreational facilities honoring or memorializing individuals and organizations.

Procedure for Requesting Permission

Anyone wishing to name or rename a park, recreation facility, or erect a memorial in a park or within a department facility, must submit his or her request in writing to the Director with a sufficient explanation of the proposal to enable the Director to make a determination that the naming or memorial is justified. The factors to be taken into consideration by the Director will include, but not limited to the following:

1. The reason for the naming or renaming or erection of a memorial;
2. The contribution or other factors for which the person is being memorialized, or the park or facility named;
3. Whether and to what extent the facility or park has been financed by the person being honored or by the persons wishing to honor him/her;
4. Whether and to what extent the appropriate and/or impacted communities support the proposal; and
5. Any other factors, which would support the request.

Naming/Renaming

1. The Director's considerations regarding the naming or renaming of parks, and naming or renaming areas and department facilities, shall be guided by the following considerations:

a. Recognized geographic names
b. Natural historic features
c. Significant historic contributions
d. Significant material contributions
e. Significant financial contributions
f. Persons of historic service to the Parks and Recreation Department or the City of Cartersville
g. Persons of outstanding civic service to the Parks and Recreation Department or the City of Cartersville.
h. Documented community support

2. If the naming request meets the required criteria, the requesting person(s) or organization(s) must present the request to the Recreation Advisory Board at a regular scheduled meeting.

3. The Recreation Advisory Board reviews the request and makes a recommendation to the Director.

4. If approved, by the Recreation Advisory Board, the Director shall proceed to submit the Naming or Renaming request to the City Council for action.

5. The requestor will be notified via letter of the Director's decision. The letter will outline, if applicable, those areas that did not meet the criteria.

Memorials/Dedications

Memorials or dedications may consist of structures, such as buildings, or facilities, such as athletic fields, that may be named in memory of individuals and organizations as completed entities, or memorial or dedication plaques or signs on or inside structures and facilities.

1. The Director's considerations regarding memorializing or dedicating parks, park area and recreational facilities shall be guided by the following considerations:

a. The location, design, and configuration of a proposed memorial or dedication shall be in keeping with the park purpose and usage and shall not interfere with public use of the park or recreational facility.
b. The proximity to planned and/or existing memorials.

c. City of Cartersville Parks and Recreation Department and Community Development staff shall participate in the planning, design, and oversee construction of a memorial or dedication, if relevant.
d. Documented evidence of community support must be included with the request for memorializing or dedicating parks, park area and recreational facilities.
e. All costs associated with the proposed memorial or dedication, including planning,

design, construction, utilities, and maintenance shall be the sole responsibility of the person(s) or organization(s) requesting the memorial or dedication. Full funding for the memorial or dedication shall be paid to the Department of Parks and Recreation, prior to the start of construction, and after planning and design.
f. An escrow account must be established with the Department of Parks and Recreation to ensure the person(s), organization, and/or entity requesting the memorial or dedication of a park, park area and/or recreational facilities has the capability to perform routine maintenance of the memorial, park area, or recreational facility for the next 10 years.
g. The cost of maintenance to be put in the escrow account for the 10 year period shall be mutually agreed upon by the Requestor and the Director of Parks and Recreation.
h. In all cases involving memorials or dedications, only the memorial or dedication itself may be named. The park name shall remain unchanged, unless the park is being nominated for naming or renaming.

2. If the memorial or dedication request meets the required criteria, the requesting person(s) or organization(s) must present the request to the Recreation Advisory Board.

3. The Recreation Advisory Board reviews the request and makes a recommendation to the Director.

4. If approved, the Department shall proceed to authorize the memorial/dedication through the City Council.

5. The requestor will be notified via letter of the Director's decision. The letter will outline, if applicable, those areas that did not meet the criteria.

Dianne Tate
402 West Main Street
Cartersville, GA 30120

To: Cartersville City Council

Several years ago Greg Anderson and I visited with Ann Cummings to discuss an easement on her property. This easement was necessary for the trail at Sam Smith Park to join with the new Leake Mound trail. Most of this project has been completed and is used extensively. Thank you!

This letter is to request an opportunity to acknowledge the Cummings help with a plaque naming a portion of the trail after Skip Cummings, a 4th generation descendent of the original Cartersville settler.

Thank you my friends. I appreciate all you do for our city!

Sincerely,

Dianne