

City Council Meeting
10 N. Public Square
December 15, 2011
6:00 P.M. – Work Session 7:00 P.M.

I. Opening Meeting

Invocation by Council Member Tonsmeire

Pledge of Allegiance led by Council Member Hodge

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; Louis Tonsmeire, Sr., Council Member Ward Three; Lindsey McDaniel Council Member Ward Four; Dianne Tate, Council Member Ward Five; Sam Grove, City Manager; Connie Keeling, City Clerk and David Archer, City Attorney. Lori Pruitt, Council Member Ward Six was absent.

II. Regular Agenda

A. Council Meeting Minutes

1. December 1, 2011 and December 8, 2011 Special Called Meeting

A motion to approve the December 1, 2011 and December 8, 2011 Special Called Meeting minutes as presented was made by Council Member Tate and seconded by Council Member Tonsmeire. Motion carried unanimously. Vote 5-0

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

1. File ZMA11-01/Z11-05: Zoning map amendment application by the City of Cartersville to readopt the official zoning map of the city.

Randy Mannino, Planning and Development Director stated that in September of 2010 the City of Cartersville re-adopted the official zoning map as part of an overall overhaul of the zoning ordinance. At that time staff announced its intention to do an annual adoption of the map in order to keep it current with recent zoning and annexation case information and activity. Mr. Mannino stated that this map amendment will serve a dual purpose. In addition to the annual case updates, council has requested the opportunity to consider amending a portion of the map along the east side of South Avenue between Leake Street and Cook Street by changing the zoning from Multiple Use (M-U) to Residential (R-7), to try and maintain consistency with the west side of South Avenue, as well as the majority of the residential Olde Town Historic Neighborhood. Mr. Mannino stated that there have been no changes since the first reading and the Planning Commission had recommended acceptance of the map without the changes to South Avenue.

Mayor Santini opened the floor for a public hearing. Dianne Mooney came forward to speak against the changes to South Avenue. With no further comments Mayor Santini closed the public hearing.

A motion to accept the recommendation of the Planning Commission was made by Council Member Tate and seconded by Council Member McDaniel. Motion carried unanimously. Vote 5-0

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

1. File Z11-06: Rezoning application by Tiffany Payne for property located at 254 S. Dixie Avenue from M-U (Multi-Use) to G-C (General Commercial)

Randy Mannino, Planning and Development Director, stated that the Public Official Forms have been received and there are no conflicts of interest. All adjacent property owners have been notified and the required legal notices have been advertised. Mr. Mannino requested that the application and zoning ordinance be made part of the official record. Copies of the adopted procedures and zoning standards are available upon request. Mr. Mannino stated that this tract is located at 254 South Dixie Avenue near the intersection with South Bridge Drive. The property includes a structure originally built as a single-family residence in approximately 1950. The applicant seeks to rezone the property from M-U (Multiple Use) to G-C (General Commercial) to allow for the structure to be used as an auto broker office. Mr. Mannino stated that the Planning Commission recommended approval with the following conditions:

- 1: No storage of vehicles on site
- 2: No auto repair on site.

Mayor Santini opened the floor for a public hearing. With no comments Mayor Santini closed the public hearing.

NO ACTION REQUIRED

Ordinance

of the

City of Cartersville, Georgia

Ordinance No.

Petition No. Z11-06

NOW BE IT AND IT IS HEREBY ORDAINED by the Mayor and City Council of the City of Cartersville, Georgia, that all that certain tract of land owned by Rose Brown. Property is located at 254 S. Dixie Avenue. Said property contains 0.21 acres located in the 4th District, 3rd Section, Land Lot(s) 529 as shown on the attached plat Exhibit “A”. Property is hereby rezoned from M-U (Multiple Use) to G-C (General Commercial with

the following conditions. Zoning will be duly noted on the official zoning map of the City of Cartersville, Georgia.

- 1: No storage of vehicles on site
- 2: No auto repair on site.

BE IT AND IT IS HEREBY ORDAINED.

First Reading this the 15th day of December 2011.

ADOPTED this the day of. Second Reading.

/s/ Matthew J. Santini
Matthew J. Santini
Mayor

ATTEST:

/s/ Connie Keeling
Connie Keeling
City Clerk

D. Resolutions

1. Application for CHIP Down Payment Assistance Grant

Randy Mannino, Planning and Development Director stated that this is the fifth year the City has participated in the Down Payment Assistance for first time homebuyers. Mr. Mannino stated that the city has assisted 87 homeowners and this grant for \$300,000.00 will allow assistance to 25 low income families as defined by DCA eligibility criteria for Bartow County. Mr. Mannino recommended approval.

A motion to approve Resolution No. 31-11 was made by Council Member Tonsmeire and seconded by Council Member Hodge. Motion carried unanimously. Vote 5-0

Resolution No. 31-11

RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION WITH THE GEORGIA DEPARTMENT OF COMMUNITY AFFAIRS, REQUESTING UP TO \$306,000 COMMUNITY HOME INVESTMENT PROGRAM (CHIP) GRANT FOR THE DEVELOPMENT OF AFFORDABLE HOUSING OPPORTUNITIES THAT WILL BENEFIT LOW AND MODERATE INCOME FAMILIES, INCLUDING FIRST-TIME HOMEBUYER DOWN PAYMENT AND CLOSING COST ASSISTANCE TO 26 LOW INCOME FAMILIES WITH A MAXIMUM OF UP TO \$10,000 IN DIRECT CHIP FUNDING PER FAMILY.

WHEREAS, the Georgia Department of Community Affairs is Authorized to Make Grants to Non-Urbanized Areas for the Purpose of Community Improvements.

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Cartersville herein referred to as the “Applicant”,

- 1. That Matt Santini in his official capacity as Mayor is authorized to execute and file an application on behalf of the Applicant, a city government, with the Georgia Department of Community Affairs,**
- 2. That the Mayor is authorized to execute and file such applications and assurances or any other documents required by the Georgia Department of Community Affairs,**
- 3. That the Mayor is authorized to execute a grant contract agreement on behalf of the Applicant with the Georgia Department of Community Affairs,**
- 4. That the City of Cartersville while making application to or receiving grants from the Georgia Department of Community Affairs will comply with state and federal statutes, regulations, executive orders and administrative requirements as required by said agencies.**

Adopted this the 15th day of December 2011.

**/s/ Matthew J. Santini
Matthew J. Santini
Mayor**

ATTEST:

**/s/ Connie Keeling
Connie Keeling
City Clerk**

E. Discussion

1. Cartersville/Bartow Community Garden

Sam Grove, City Manager stated that a proposal had been submitted to the city to consider partnering with other community organizations in the development of a community garden. Dennis Collier came forward stated that several communities in the Atlanta metro area have community gardens and if approved the plan calls for the garden being put into place in the Spring of 2012 at a location to be determined later. Mr. Collier stated that this project is in the planning stages and still needs non-profit status established, to gain public interest and possibly some partnerships and/or grant money. Mayor Santini stated that there is a lot of work to be done before the City could commit to the project and thanked Mr. Collier for his efforts.

F. Other

1. Authorization to Request 2012 “Less Developed Census Tract” Extension

Melinda Lemmon, CECd, Executive Director, Cartersville – Bartow County Department of Economic Development stated that in late 2010 the Georgia Department of Community Affairs designated Census Tracts 9604 and 9606 in Cartersville and Bartow County jurisdictions as “Less Developed Census Tracts” (LDCT). This designation is beneficial to certain qualified business that create more than 5 new jobs. Ms. Lemmon stated that although some companies have hired within these census tracts recently, the overall economic conditions have been such that an extension was received in 2011, and make the tracts eligible for an extension request through 2012 with the following conditions:

- a. The unemployment rate of the area exceeds the state’s average for the previous three (3) months. Dislocation amounts to at least 2 percent of the area’s labor force.
- b. The unemployment rate of the area was equal to or less than the state’s average unemployed rate for the previous three (3) months. Dislocation must amount to at least 4 percent of the area’s labor force.

Ms. Lemmon stated that the Cartersville-Bartow County Department of Economic Development has prepared a letter to the DCA on behalf of the City of Cartersville and Bartow County for consideration. Ms. Lemmon requested authorization for (1) the Mayor to sign the letter on the City’s behalf and (2) submit the documents to DCA, subject to similar approval from Bartow County.

A motion to authorize the Mayor to execute the documents was made by Council Member Tonsmeire and seconded by Council Member Tate. Motion carried unanimously. Vote 5-0

G. Contracts/Agreements

1. Croft and Associates Regarding ADA Compliance

Sam Grove, City Manager stated that this is an agreement with Croft and Associates to complete a survey of City Facilities in order to update the City’s American with Disabilities (ADA) Compliance Plan and to develop recommendations to improve any deficiencies. Mr. Grove stated that the estimated cost is \$7,500.00 and recommended approval.

A motion to approve the agreement with Croft and Associates was made by Council Member Hodge and seconded by Council Member Tonsmeire. Motion carried unanimously. Vote 5-0

2. Energy and Environment, LLC for Lighting Retrofit

Tom Quist, Assistant to the City Manager stated that the City recently requested bids for upgrading lighting in many of the City’s facilities to help reduce energy consumption while

saving money. Four bids were received and Mr. Quist recommended the low bid from Energy and Environment in the amount of \$238,300.00. This project is being funded by the Energy Efficiency and Conservation Block Grant.

A motion to approve the agreement with Energy and Environment, LLC was made by Council Member Tonsmeire and seconded by Council Member Hodge. Motion carried unanimously. Vote 5-0

H. Bid Award/Purchases

1. Georgia Highlands Gas Main Installation

Gary Riggs, Gas Superintendent stated that the Gas Department had received bids from three contractors for the installation of a gas main to provide the Georgia Highlands Student Center with natural gas service. Mr. Riggs stated that only one contractor responded with a bid and recommended approval of the bid from Southeastern Natural Gas Service of Rome, Inc. in the amount of \$12,842.05.

A motion to approve the agreement with Southeastern Natural Gas Service of Rome, Inc. was made by Council Member McDaniel and seconded by Council Member Hodge. Motion carried unanimously. Vote 5-0

2. Rescue Equipment Package

Scott Carter, Fire Chief stated that this is the fifth and final major equipment package for the two new fire apparatus that were purchased for the replacement of Rescue 1 and new pumper for Station 4. This package is the heavy rescue equipment that will include cribbing, stabilization struts, air bags, hydraulic extrication power unit with rams and cutters. Chief Carter recommended the low bid of \$30,380.00 from Fireline Fire Equipment.

A motion to approve the agreement with Fireline Fire Equipment was made by Council Member Tate and seconded by Council Member Tonsmeire. Motion carried unanimously. Vote 5-0

3. Drainage Structure Repairs West Avenue/Etowah Drive

Bobby Elliott, Public Works Director stated that during the floods of last summer there were some homes whose basements flooded at or around 501 West Avenue. After checking the drainage system in place it was discovered that some changes will improve the flow characteristics of the storm water exiting the street. There are seven drainage structures that will be completely reworked to make these improvements. Mr. Elliott stated that he had solicited bid proposals for labor only and recommended the low bid from Johnny's Grading in the amount of \$29,100.00.

A motion to approve the agreement with Johnny's Grading was made by Council Member Tonsmeire and seconded by Council Member Hodge. Motion carried unanimously.

Vote 5-0

4. Asset Management Software for Water Department

Bob Jones, Water Department Assistant Director stated that the Cartersville Water Department is required by the State of Georgia to use an asset management program to do work orders, inventory, project history, etc. Mr. Jones stated that they have evaluated three different programs and SEMS program integrates with Cogsdale billing and the city's GIS Mapping System. Mr. Jones recommended approval of the SEMS Technology in the amount of \$19,045.00 with an annual fee of \$7,050.00.

A motion to approve the purchase of SEMS Technology was made by Council Member Hodge and seconded by Council Member Tonsmeire. Motion carried unanimously. Vote 5-0

5. Valve for Water Treatment Plant

Ed Mullinax, Water Department Assistant Superintendent stated that the actuator and 20" valve on the #2 High Service Pump at the water plant is not functional and cannot be used without this valve. This pump is used for low flows because it is the smallest of the four high service pumps and the reduction of energy cost. Mr. Mullinax recommended the low bid from Charles Finch Co./Southern Valve in the amount of \$8,197.00.

A motion to approve the agreement with Temsco was made and withdrawn by Council Member Tonsmeire and seconded by Council Member Hodge. A motion to approve the bid from Charles Finch Co./Southern Valve was made by Council Member Tonsmeire and seconded by Council Member Stepp. Motion carried unanimously. Vote 5-0

I. Change Order

1. Automated Controls at Water Pollution Control Plant

Ed Mullinax, Water Department Assistant Superintendent stated that work is almost complete on the Wonder Ware Software Operations System at the waste water treatment plant. During the installation of the new software it was found that several valves has not been previously put into the network and had to install some wire to these sites in order to get them into the system. Mr. Mullinax stated that this required a field change and this adjusted the contract price with an increase of \$8,694.00.

A motion to approve the change order was made by Council Member Tate and seconded by Council Member McDaniel. Motion carried unanimously. Vote 5-0

J. Monthly Financial Statement

1. October 2011

Tom Rhinehart, Finance Director, presented the October 2011 monthly financial

statement with comparisons from the previous year of October 2010, by fund, along with supplemental financial information comparing the year to date revenues and expenses for each fund and a report of cash position through October 2011.

Greg Anderson, Parks and Recreation Director gave a presentation on the Pettit Creek Trail Phase II.

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

Meeting Adjourned

/s/ _____
Matthew J. Santini
Mayor

ATTEST:

/s/ _____
Connie Keeling
City Clerk