



CITY OF DAHLONEGA

Council Work Session Agenda

March 20, 2023, 4:00 PM

Gary McCullough Council Chambers, Dahlonega City Hall

In compliance with the Americans with Disabilities Act, those requiring accommodation for Council meetings should notify the City Clerk's Office at least 24 hours prior to the meeting at 706-864-6133.

Vision - To be an open, honest, and responsive city, balancing preservation, and growth, and delivering quality services fairly and equitably by being good stewards of Dahlonega's resources.

OPEN MEETING

APPROVAL OF AGENDA

BOARD & COMMITTEES

1. Cemetery Committee—February 2023
Chris Worick, Committee Chairman
2. Downtown Dahlonega – February 2023
Ariel Alexander, Downtown Development Director
3. Tourism Quarterly Report - 1st Qtr 2023
Sam McDuffie, Director of Tourism

DEPARTMENT REPORTS AVAILABLE AT: <https://dahlonega.gov/category/department-reports/>
APPOINTMENT, PROCLAMATION & RECOGNITION : (Vote at Council Meeting)

PRESENTATION

4. 147 N. Park Street Proposal
Ariel Alexander, DDA Director
5. 2023-2026 Downtown Development Authority and Main Street Program Work Plan
Ariel Alexander, DDA Director

ORDINANCES & RESOLUTIONS

6. Change to Open Container Footprint for the Bear on the Square Mountain Festival
Doug Parks, City Attorney, Ariel Alexander, DDA Director
7. Zoning Changes Pursuant to HB 1405
Doug Parks, City Attorney

CONTRACTS & AGREEMENTS

8. Amendment to Professional Services Agreement for WSP USA Environment & Infrastructure Inc. formerly known as Wood Environmental and Infrastructure Solutions, Inc.
Doug Parks, City Attorney
9. Reinstatement and Termination of the City of Dahlonega's participation in GMA's 401(A) Defined Contribution Plan
Doug Parks, City Attorney
10. Project # 2023-003 Hancock Park Dumpster Pad Enclosure
Vince Hunsinger, Capital Projects Manager
11. Project 2023-005 North Square Sidewalk Replacement

Vince Hunsinger, Capital Projects Manager

OTHER ITEMS:

12. Insurance Options - Elected Officials

Allison Martin, City Manager

13. Dark Sky Ordinance Enforcement Review

Allison Martin, City Manager

14. Discuss Complaints Related to Rental Home Activity in Residential Neighborhoods

Allison Martin, City Manager

COMMENTS – PLEASE LIMIT TO THREE MINUTES

Clerk Comments

City Manager Comments

City Council Comments

City Attorney Comments

Mayor Comments

ADJOURNMENT



Department Report

Report Title: Cemetery Committee—February 2023

Report Highlight: There has been little action regarding cemeteries over the month of January. Some of last month's report is repeated below with additional news.

Name and Title: Chris Worick, Committee Chairman

Recently Completed:

- Annual Elections for 2023:
 - Chris Worick voted in as Cemetery Committee Chair.
 - Quataunda Armstrong voted in as Vice Chair.
- Mt. Hope Fall Cemetery Cleanup November 5th. 10 people attended.
- Replaced flags on veteran's graves in Mt. Hope.
- Ordinance 2022-12 passed by city council at November 7th general meeting

Underway:

- Committee voted to recommend the city begin looking at costs and invitation to bid for future construction of a fence around historic Mount Hope Cemetery. The Public Works department will include a line item in the FY2024 budget request process for a portion of the proposed fence. This will be a multi-year project that will include iron fencing with stone or brick columns that will entirely encircle the unsecured boundary of Mount Hope. The desire is for a fence that not only provides security, but is both aesthetically pleasing and historically accurate. Research, cost-estimating, and budgeting is ongoing.

Upcoming:

Discussion about cemetery spring cleanup day.



Department Report

Report Title: Downtown Dahlenega – February 2023
Report Highlight: Moving to Head House and drafting work plan.
Name and Title: Ariel Alexander, Downtown Development Director

Organization:

- Hosted the annual planning session on Friday, February 3, 2023, at Dahlenega City Hall with community partners from the Chamber of Commerce, Tourism Board, Dahlenega Downtown Business Association, and City Council. Collected proposed work plan tasks.
- Participated in training from the Department of Community Affairs Main Street office regarding the new accreditation standards.
- Moved staff into the Head House and coordinated office set up and final punch list items.
- Received quotes to replace the locks at the Hancock Park restroom facilities.
- Participated in training from Saving Places regarding vacant properties and changing storefront uses.
- Appointed Council member Reagin as a non-voting member of the DDA Board.

Promotion:

- The Head House Grand Opening will be held on Monday, March 20, from 1 p.m. to 3 p.m.
- Confirmed all performances for the First Friday Concert Series, with three new performers!
- Working on adding a digital version of the DDA walking tour to the DDA website.
- Continuing joint advertising efforts between the Chamber, UNG, and Tourism staff.
- Met with the Dahlenega Christmas Committee for planning of annual Christmas activities.

Economic Vitality:

- The DDA Board voted to approve a scope of work and directed staff to advertise a request for proposal for a rental management company for the first floor of the Head House.
- Facilitated market rent study for the rental space in the Head House in preparation for its listing.

Design:

- Working to upload all historical images of buildings to the DDA website as a resource for preservation and restoration in future projects.
- Request for Proposal for the downtown outdoor speaker system was published.
- Attended city plan review sessions.
- The 147 N. Park Street subcommittee met to review a new proposal.
- Held the pre-bid meeting for the request for proposal for an outdoor speaker system in the downtown area.

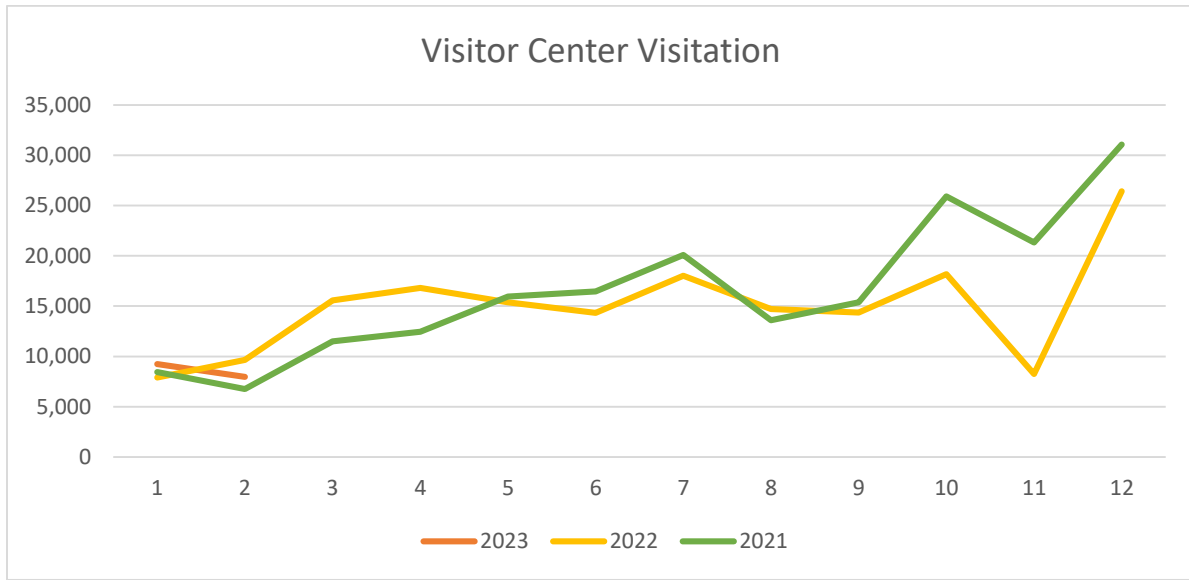


Dahlonega-Lumpkin County
Convention and Visitors Bureau
2023 City of Dahlonega Q1 Tourism Report
March 20,2023

- Visitor Center Updates
 - 2023 Monthly Visitation (Appendix 1)
 - January - 9,250
 - February - 7,958
 - March -
 - Bathroom Updates
 - Punch list items have been completed.
 - The floors were recently deep-cleaned, and an additional coat of epoxy was added.
- Marketing Initiatives
 - Digital Marketing Concentration
 - Paid Search, Native Retargeting, and Content Activation
 - Google – Using Top Paid Search Keywords. (Appendix 2a)
 - Landing Pages for website – Average Session Duration (ASD) is 2:29 (Appendix 2b)
 - Currently targeting Asheville and Helen with our keywords.
 - Website Traffic and Analytics
 - Website Traffic (Appendix 2c)
 - January 2023 - 36,191 sessions
 - February 2023 – 36,840 sessions
 - How are people finding us? (Appendix 2d)
 - Google Search is the number one way.
 - Organically
 - Things to watch.
 - Bing Searches and Yahoo Searches
 - Where are people coming from? (Appendix 2e)
 - Print Advertising (Appendix 3a and 3b)
 - The Tourism Team has begun to purchase ads for FY23. Currently we've bought ads in Southern Living, Blue Ridge Digest, Georgia Visitor Fun Map, Discover Georgia Outdoors.
 - Billboard Campaign (Appendix 4)
 - Static Billboards: Ringgold, GA (I-75 S), Byron, GA (I-75 N), Birmingham, AL (I-20 E), and Greenville, SC (I-85 S)
 - Digital Billboards: We will have another billboard on I-20 Exit 199 during Augusta National's.
 - We are currently designing these billboards.
 - Public Relations
 - 2023 Southern Livings Best Small Town of Georgia
 - 2023 Southern Livings Best Small Town of the South (Dahlonega #4)
 - Top 150 Small Towns to Visit in America (Dahlonega #12)
 - Fox 5 news Good Day Atlanta– Chocolate Crawl Coverage
 - Georgia Trend – Chocolate Crawl article
 - The Travel – Most Beautiful Towns in Georgia to Visit (Dahlonega #10)

- Marketing Initiatives (cont.)
 - Television and Radio
 - PBS and GPB
 - “A Fork in the Road” episode aired on February 11
 - “Wine First” Episode – Will air in May.
- Professional Development
 - Georgia Association of Convention and Visitors Bureau (GACVB) Annual Conference – Albany, GA
 - Was asked to sit on a panel that highlighted building a positive relationship with your Municipalities and funding partners.
 - Northeast Georgia Mountain Travel Association (NEGMTA) Winter Chautauqua – Young Harris, GA
- Partnerships
 - The Tourism Board of Directors has picked two representatives to work with the Dahlonega Lumpkin County Chamber of Commerce Review Committee.
 - The Dahlonega Lumpkin County Chamber of Commerce has created a collaborative meeting with Dahlonega Development Authority, Main Street, and Lumpkin County Development to keep us all working together.

APPENDIX 1: VISITOR CENTER MONTLY VISITATION



APPENDIX 2a: KEYWORDS

Top Paid Search Keywords

	Search keyword	Impressions	Clicks	CTR
1.	things to do in dahlonega ga	1,324	566	42.7%
2.	dahlonega georgia	1,560	371	23.8%
3.	dahlonega	1,899	306	16.1%
4.	best hikes in georgia	3,371	190	5.6%
5.	ga	1,815	88	4.8%
6.	things to do	179	19	10.6%
7.	fun things to do in helen ga	301	16	5.3%
8.	helen georgia things to do	425	9	2.1%
9.	nc travel	131	7	5.3%
10.	things to do in north georgia	240	6	2.5%

APPENDIX 2b: LANDING PAGES

All Landing Pages

	Landing Page	Sessions ▾	Bounce Rate	Avg. Session Duration
1.	/things-to-do/	1,662	11%	00:02:55
2.	/	278	22%	00:03:30
3.	/things-to-do/attr...	258	41%	00:02:42
4.	/restaurants/	169	82%	00:00:13
5.	/events/	69	87%	00:00:03
	Grand total	2,939	30%	00:02:29

APPENDIX 2c: WEBSITE TRAFFIC

January 2023 Traffic up slightly from 2022 levels.

Sessions
36,191
 ↑ 23.7%



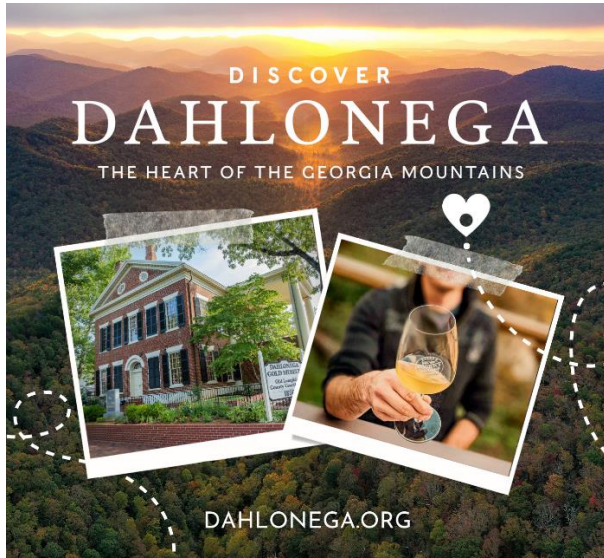
APPENDIX 2d: HOW PEOPLE ARE FINDING US?

	Source/Medium	Sessions	% Δ	Avg. Session Duration	% Δ
1.	google / organic	18,759	20.0% ↑	00:02:50	-0.1% ↓
2.	(direct) / (none)	7,307	3.8% ↑	00:01:57	-9.4% ↓
3.	google / cpc	2,939	32,555.6% ↑	00:02:29	-
4.	mediaone / native	1,909	21,111.1% ↑	00:00:32	241.4% ↑
5.	teгна / extendedreach	1,454	-	00:00:05	-
6.	bing / organic	803	13.1% ↑	00:04:19	10.7% ↑
7.	yahoo / organic	489	16.2% ↑	00:03:27	4.0% ↑
8.	duckduckgo / organic	450	30.1% ↑	00:03:39	6.1% ↑
9.	m.facebook.com / referral	309	-85.1% ↓	00:00:46	104.5% ↑

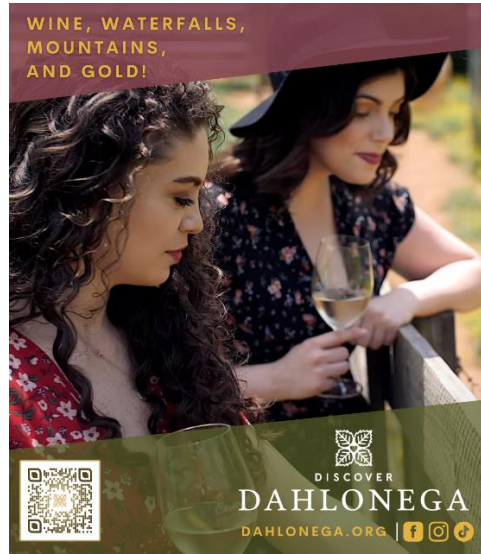
APPENDIX 2e: WHERE ARE PEOPLE COMING FROM?

Order	Destination Marketing Area	Target or Non-Target Area
1	Atlanta, Ga	Target
2	Birmingham (Anniston & Tuscaloosa), AL	Target
3	Chicago, IL	Non-Target
4	Greenville-Spartanburg-Asheville-Anderson	Target
5	Washington, DC (Hagerstown MD)	Non-Target
6	Tampa – St. Petersburg (Sarasota), FL	Target
7	Orlando – Daytona Beach – Melbourne, FL	Non-Target
8	Nashville, TN	Target
9	New York, NY	Non-Target
10	Charlotte, NC	Non-Target

Appendix 3: Print Advertising.



3a: Southern Living April Issue



3b: Blue Ridge Digest

Appendix 4: Billboard Campaign





City Council Agenda Memo

DATE: March 9, 2023
TITLE: 2023-2026 Downtown Development Authority and Main Street Program Work Plan
PRESENTED BY: Ariel Alexander, DDA Director

AGENDA ITEM DESCRIPTION:

The revised work plan for the Dahlonega Downtown Development Authority and Main Street Program board and staff.

HISTORY/PAST ACTION:

A three-year work plan was approved by council in 2021, but because the board and staff were able to complete many of the projects ahead of schedule, another planning session was held with community partners to identify new initiatives.

FINANCIAL IMPACT:

No adverse financial impact- the projects will fall in line with budget estimates and fund balance flexibility.

RECOMMENDATION:

No recommendations currently.

SUGGESTED MOTIONS:

No suggested motions currently.

ATTACHMENTS:

2023-2026 Dahlonega Downtown Development Authority and Main Street Program Draft Work Plan

Vision

In 2032 downtown Dahlonega has advanced its reputation as a thriving district that preserves its historic, small-town character. It is loved by residents and visitors who enjoy the experiences it offers in shopping, dining, and living within a clean, safe, and vibrant center of business and community. Successful, locally owned small businesses are brimming with a robust blend of young professionals and families, university professionals and students, as well as visitors who are drawn to the local history, architecture, and friendly charming atmosphere. Everyone enjoys spending time in downtown because of the diverse entertainment, dining, and shopping options. Pedestrians enjoy moving with ease through an expansive network of sidewalks and crosswalks that are well-lit and connected to nearby residential streets, the University campus, and the reservoir trails. Streets are lined with new trees, flowering plants, and colorful banners throughout the shopping district. The historic integrity of the downtown area has been well maintained and preserved. A comprehensive parking management system makes it convenient and affordable for everyone - employees, locals, and visitors – to park, thanks to new signage, information, off-street facilities, and a shuttling system that serves the business district. Downtown Dahlonega is one of the greatest small-town centers in America because of its uniqueness, history, and preservation-minded pride of its residents.

Community Transformation Strategies

1. *Community Serving*
2. *Beautification Initiatives and Design*

Rationale

In 2021, the DDA-Main Street office conducted three surveys: 1) a Business Owner Survey, 2) a Community Input survey, and 3) a Downtown Leadership survey. Data showed local residents’ very strong commitment to the historic preservation of downtown buildings, their plea for more businesses to serve the community, and for more locally oriented entertainment and placemaking initiatives. Because of the desire to see more resident-based services, the DDA and Main Street team selected *Community Serving* and *Beautification Initiatives and Design* as their transformation strategies. These strategies are intended to spark business development and retention, and intentional design and placemaking projects to create a robust downtown area. Dahlonega is a leader in creating a climate for business success based on the historic preservation of its central business district. The extensive and concise data from the surveys are translated into this economic development plan of work for the Dahlonega DDA-Main Street board and staff.

Wildly Important Goals

Community Serving

Beautification Initiatives and Design

Goals

1. Proactively work to enhance resident experiences in the categories of entertainment, shopping, dining, and service industries.
2. Retain, Expand, and Recruit (RER) businesses.

Goals

1. Repair and preserve downtown buildings and enhance public properties.

Definition for Success

1. Five new programs have been implemented to increase the quality of life for residents and enhance the experiences of visitors by December 2024.
2. Retain current businesses; help expand two current businesses; recruit six new businesses that provide a needed service to residents, by July 2025.

Definition for Success

1. 100% of public properties are cleaned and prepped for greenspace and pocket park projects by March 2025.
2. An education initiative has been implemented to bring blighted buildings, both historic and not, into compliance, by December 2023.

Lead Board Member Amy

Lead Board Member Amy

Community Transformation Strategy: *Community Serving*

<p>Goal 1 Proactively work to enhance resident experiences in the categories of entertainment, shopping, dining, and service industries.</p>	<p>Definitions for Success Five new programs have been implemented to increase the quality of life of residents and enhance the experiences of visitors by December 2024.</p>
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Partners: Dahlonega City Council, Dahlonega-Lumpkin County Chamber of Commerce, Discover Dahlonega (Tourism), Downtown Dahlonega Business Association

Tasks	Staff & Board Responsible	Due Date (Start & Complete)	Partners	Budget
Educate on the importance of business hours that coincide with commuter metrics in the city and the county.	Skyler Alexander Tony Owens	ASAP - continuous	DDBA, GDOT, Tourism	No cost
Plan and execute weeknight promotional events (ticketed events, crawls, etc.) once a month that incentivizes “after 5 p.m.” sales and provide entertainment for locals; advertise current local discounts and encourage more businesses to offer them.	Skyler Alexander Deb Rowe	4/2023 - continuous	DDBA, Tourism, Chamber of Commerce	Fund Balance, sponsorships
Maintain a downtown community calendar to share with city and county residents via, social media, email campaigns, and physical mail.	Skyler Alexander Deb Rowe	3/2023 - continuous	Tourism, DDBA, Chamber of Commerce, LCSS, UNG	\$400.00
Provide recommendations for alterations to the farmer’s market ordinance to allow a diversified market. Recruit live music and food vendors to create a lively environment; partner with Art in the Park when possible.	Skyler Alexander Ryan Puckett	3/2023 – 5/2023 (maintain after that)	Market vendors, Chestatee Artists, Dahlonega Arts Alliance, LCHS, UNG	\$400 + additional sponsorships
Advocate for and recruit Downtown Dahlonega Program Sponsorships to not only add more dates for community events but enhance them as well: hire food trucks and allow for business pop-up sales.	Skyler Alexander Amy Thrailkill	ASAP - continuous	DDBA, Chamber of Commerce	No cost
Purchase “giant games” to activate underutilized space to create fun centers for family activities.	Skyler Alexander Wendi Huguley	10/2023 - completion	City Public Works	\$3,000.00
Develop and maintain a downtown ambassador program: a group of community volunteers who are eager to share positive news about downtown and provide information to visitors. Create a Victorian costume rental program to coincide with this.	Ariel Alexander & Skyler Alexander Awtrey Moore	8/2023 – 10/2023 (maintain after that)	DDBA, Chamber of Commerce, Visitor’s Center	TPD: T-shirts, Costumes. \$300 printing
Design and implement a mini bronze statue program: unique, bronze statues placed strategically around the downtown area as a walking tour/scavenger hunt for families: Miners on Main & Bears on the Square	Skyler Alexander Wendi Huguley	7/2023 - completion	Tourism, UNG, statue production company	TPD

Community Transformation Strategy: *Community Serving*

<p>Goal 2 Retain, Expand, and Recruit (RER) businesses.</p>	<p>Definitions for Success Retain current businesses; help expand two current businesses; recruit six new businesses that provide a needed service to residents, by July 2025.</p>
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Partners: local business owners, potential business owners, Ga. Power’s ESRI customer demographic and retail leakage data, Chamber, Tourism Board, schools (work training), Lumpkin Co. Development Authority, UNG Marketing, and the city’s planning and zoning department

Tasks	Staff & Board Responsible	Due Date (Start & Complete)	Partners	Budget
Create a private Facebook for local merchants to receive updates from the DDA, Main Street, City, and fellow merchants. Send out bi-weekly email updates with this information also.	Skyler Alexander Wendi Huguley	ASAP - continuous	DDBA, Tourism, Chamber of Commerce, City Staff	No cost
Hire a UNG intern to develop and maintain a comprehensive social media program, coordinating with all businesses as well as other advertising entities: Tourism, Chamber, etc.	Skyler Alexander Wendi Huguley	8/2023 – continuous (Fall 2023 semester)	Tourism, DDBA, Chamber of Commerce, LCSS, UNG	Use FWS, Intern Budget
Recruit a boutique grocery/beverage market w/tasting room, café) (Ask existing area markets about expansion to downtown).	Ariel Alexander Awtrey Moore	ASAP - completion	Targeted Prospects	No cost
Recruit a children’s clothing store. Ask existing area businesses about expansion to downtown.	Ariel Alexander Awtrey Moore	ASAP - completion	Targeted Prospects	No cost
Advertise and share available vacant properties and meet with interested parties to educate them about the services Dahlonega is lacking.	Ariel Alexander Amy Thrailkill	ASAP - continuous	Targeted Prospects	No cost
Continue to pursue a public art initiative and work to provide funding mechanisms for strategic murals and other art installations in the downtown area.	Ariel Alexander Tony Owens	3/2023 - continuous	UNG Art Department, GA Council for the Arts	TPD
Provide recommendations for “pro-business” alterations to city ordinances to streamline the process of opening a business downtown.	Ariel Alexander Tony Owens	ASAP - completion	DDBA, City Council, Planning & Zoning, Parking Committee	No cost
Create and maintain a “Job Opportunities” page on dahlonegadda.org for downtown positions with contact information.	Skyler Alexander Donna Logan	3/2023 - continuous	Business Owners	No cost
Create and implement a Downtown Dollars program: a self-sufficient fund for gift certificates, managed by the DDA, to be used at participating businesses.	Skyler Alexander Deb Rowe	4/2023 - continuous	Business Owners, Tourism	\$1,000 seed
Connect business owners in need of trained staff with the Georgia Mountain Regional Commission WorkSource GA program.	Skyler Alexander Donna Logan	5/2023 - continuous	GMRC	No

Community Transformation Strategy: *Beautification Initiatives and Design*

Goal 1
 Repair and preserve downtown buildings and enhance public properties.

- Definitions for Success**
1. 100% of public properties are cleaned and prepped for greenspace and pocket park projects by March 2025.
 2. An education initiative has been implemented to bring blighted buildings, both historic and not, into compliance, by December 2023.

Partners and Resources: Dahlonega City Council, Historic Preservation Commission, city planning and zoning department, planning commission, property and business owners

Tasks	Staff & Board Responsible	Due Date (Start & Complete)	Partners	Budget
Develop or sell the 147 North Park Street property.	Ariel Alexander Amy Thrailkill	ASAP until completion	Interested developers, City Council	No cost
Install new “Dahlonega Stories” plaques, including one at the Head House and incorporate them into a new and improved walking tour, to be distributed through paper copies as well as digitally.	Ariel Alexander Ryan Puckett	3/2023 - continuous	Historical Society, UNG History Department, business & property owners	\$7,000
Advocate for and support the installation of increased and diversified lighting downtown: streetlights at crosswalks, string lighting at storefronts and key streets, etc.	Skyler Alexander Donna Logan	Spring 2023 – Spring 2024	City Public Works Staff, GA Power, DDBA	As Needed
Identify possible land acquisitions for pocket parks and greenspace.	Ariel Alexander Awtrey Moore	4/2023 - continuous	DCA, property owners	As Needed
Further educate on the current incentives programs and contact business and property owners eligible for state incentives.	Ariel Alexander Amy Thrailkill	ASAP - continuous	Property owners, volunteers	No cost
Perform a walk-through of the central business district to identify key project areas and create design recommendations for both private and public areas.	Ariel Alexander Tony Owens	5/2023 – 5/2023	HPC, Planning and Zoning, City Council,	No cost
Begin a strategic plan for residential improvement projects in conjunction with council’s direction from housing study: to include code compliance, improvement zones, residential façade incentives, and legacy programs.	Ariel Alexander Amy Thrailkill	6/2023 - completion	Planning & Zoning, City Council, key stakeholders, Code Enforcement, DCA	As Needed
Continue to develop a comprehensive parking program and seek public-private partnerships to ease the burden on existing spaces. Research and develop a parking shuttle in conjunction with this effort.	Ariel Alexander Wendi Huguley	ASAP - continuous	DOT, City Police, City Public Works Staff, property owners	As Needed
Inventory all current signage and consolidate, when possible, to clear the area for pedestrians and drivers. Purchase banners for light poles instead of on-street signage when possible.	Skyler Alexander Deb Rowe	3/2023 – 3/2024	City Public Works Staff, outside vendors	\$800.00



City Council Agenda Memo

DATE: February 20, 2023
TITLE: Change to Open Container Footprint for the Bear on the Square Mountain Festival
PRESENTED BY: Doug Parks, City Attorney, Ariel Alexander, DDA Director

AGENDA ITEM DESCRIPTION:

Proposal to suspend the enforcement of open container in a specific area at the Bear on the Square Mountain Festival, so that festivalgoers may carry their alcoholic beverages from Hancock Park to the auction and live music tent across the street.

HISTORY/PAST ACTION:

The current special event ordinance allows for open container at festivals if it is contained in the footprint of Hancock Park. The festival sponsor is responsible for hiring law enforcement officers to monitor the area, and for displaying signage informing visitors that no alcohol is permitted outside of the park. Bear on the Square Mountain Festival has utilized this option for several years. This system has worked quite well since its implementation, with no negative reports from the officers, festivalgoers, or the event sponsors. In pre-event meetings with city staff, the festival committee chairs have requested permission for the festival attendants to cross North Park Street at Hancock Park with their beverage and enjoy the Main Stage, the tent where their auction is held and where several local musicians play throughout the weekend.

FINANCIAL IMPACT:

None- The Bear on the Square Mountain Festival will be responsible for hiring the appropriate amount of law enforcement officers designated by the Chief of Police and for the signage required by the city.

RECOMMENDATION:

It is the recommendation of staff to allow the suspension of the appropriate ordinances for this event.

SUGGESTED MOTIONS:

I make a motion to suspend enforcement of the open container laws of the City of Dahlonega including but not limited to the following: The Code of the City of Dahlonega, Georgia, Chapter 22, Article II, Section 22-32, Section 22-33, Section 22-34, Section 22-35, within the geographical area set aside for alcohol sales and consumption within that certain festival special event permit application granted by the City to the Bear on the Square organizer, the duration of the suspension to run concurrently with the duration of the permit granted.

ATTACHMENTS:

Bear on the Square Special Event Map and Permit Application



**"NO ALCOHOL
BEHIND THIS
POINT" SIGNS**



**LAW ENFORCEMENT
OFFICER ASSIGNED
TO ALCOHOL
BOUNDARY**



**OPEN
CONTAINER
BOUNDARY**



**FESTIVAL
FOOTPRINT**



City Council Agenda Memo

DATE: March 10, 2023
TITLE: Zoning Changes Pursuant to HB 1405
PRESENTED BY: Doug Parks, City Attorney

AGENDA ITEM DESCRIPTION:

Presented via the memo under this cover are the key issues for Council consideration regarding the zoning changes outlined in HB 1405. Highlighted in **yellow** are additions to the Code of the City of Dahlonega pursuant to HB 1405. Deletions from the current ordinance are highlighted in **red**.

Specifically, the additions are outlined as follows: (1) Annexation procedures; (2) language to be included in a Public Hearing Notice; (3) specific regulations when dealing with zoning decisions relating to locating or relocating a halfway house, drug rehabilitation center or other facility for treatment of drug dependency; (4) specific regulations when dealing with a single-family to multi-family property use; (5) required investigation and recommendation with respect to zoning decisions involving land that is adjacent or within 3,000 feet of any military base or military installation; (6) Planning Commission shall have 45 days to submit recommendations; (7) appeal shall be brought within 30 days of the written decision of the appeal; and (8) designation of officer for perfection of service.

Please note that these items are subject to change. After we review with staff and receive Planning Commission feedback, these regulations will come back to you in final form for approval. Our efforts are to integrate these changes in the most efficient form.

HISTORY/PAST ACTION:

FINANCIAL IMPACT:

RECOMMENDATION:

Recommend that this matter be referred to the planning commission.

SUGGESTED MOTIONS:

For the Special Called Meeting, a motion to refer to the planning commission.

ATTACHMENTS: Memorandum Regarding Zoning Changes Pursuant to HB 1405

Date: February 23, 2023

To: Jameson Kinley

From: J. Douglas Parks, P.C.

MEMORANDUM REGARDING ZONING CHANGES PURSUANT TO HB 1405

Presented via this memo are the key issues for Council consideration regarding the zoning changes outlined in HB 1405. Highlighted in yellow are additions to the Code of the City of Dahlonga pursuant to HB 1405. Deletions from the current ordinance are highlighted in red.

(1) Frequency of application

Sec. 2603. Frequency of application.

The Governing Body or the Planning Commission may at any time file, in its own name, an application for amendment to the text of the zoning regulations or the official zoning map. ~~except that if a zoning decision of the Governing Body is for the rezoning of property and the amendment to the zoning ordinance and map to accomplish the rezoning is defeated by the Governing Body, then the same property may not again be considered for rezoning until the expiration of at least six (6) months immediately following the defeat of the rezoning by the Governing Body.~~

If the zoning decision of the Governing Body is for the rezoning of property and the amendment to the zoning ordinance to accomplish the rezoning is defeated by the Governing Body, then the same property may not again be considered for rezoning until the expiration of at least six months immediately following the defeat of the rezoning by the Governing Body.

A property owner or subsequent property owner shall not initiate action for a map amendment, conditional use permit, or variance affecting the same or any portion of property more often than once every ~~twelve (12)~~ six (6) months from the date of any previous decision rendered by the Governing Body ~~defeating a request~~ provided, however, that a property owner may petition for the alteration, modification or deletion of conditions of zoning in accordance with the provisions of this Article.

~~A property owner or subsequent property owner shall not initiate action for a text amendment affecting the same or any portion of property more often than once every twelve (12) months from the date of any previous decision rendered by the Governing Body.~~

(2) Criteria to consider for map amendments (rezonings)

Sec. 2607. Criteria to consider for map amendments (rezonings). Procedures must be complete when annexation and zoning are considered together.

In exercising the zoning powers granted to the Mayor and City Council by State Law, the City Council shall apply the following standards in making zoning decisions, weighing each standard to the extent appropriate or relevant to each zoning decision:

a) Standards for consideration of rezonings:

- (1) Whether the zoning proposal will permit a use that is suitable in view of the use and development of adjacent and nearby property.
- (2) Whether the zoning proposal will adversely affect the existing use or usability of adjacent or nearby property.
- (3) Whether the zoning proposal will result in a use that will or could cause an excessive or burdensome use of existing streets, transportation facilities, utilities, or schools.
- (4) Whether the zoning proposal is consistent with the Comprehensive Plan, transportation plans, or other plans adopted for guiding development within the City of Dahlonega.
- (5) Whether there are other existing or changing conditions affecting the use and development of property that give supporting grounds for either approval or disapproval of the zoning or special use proposal.

b) Standards for considering the adoption of or amendment to Ordinance 91-9 Amended or other "zoning" ordinances:

- (1) Is the proposal consistent with the purpose and intent of the ordinance or regulation under consideration?
- (2) Does the proposal further or is it compatible with the purpose and intent of the Comprehensive Plan?
- (3) Is the proposal required to adequately address new or changing conditions or to properly implement the Comprehensive Plan?
- (4) Does the proposal reasonably promote the public health, safety, morality or general welfare?

c) If the zoning is for property to be annexed into a municipality, then:

- (1) The procedures required by these regulations for zoning must be complete except for the final vote of the municipal governing authority, prior to adoption of the annexation ordinance or resolution or the effective date of any local Act but no sooner than the date the notice of the proposed annexation is provided to the governing authority of the county as required under Code Section 36-36-6;
- (2) The public hearing(s) required by these regulations shall be conducted prior to the annexation of the subject property into the municipality;
- (3) In addition to the other notice requirements of these regulations, the municipality shall cause to be published within a newspaper of general circulation within the territorial boundaries of the county wherein the property to be annexed is located a notice of the hearing (and signage) as required under other provisions of these regulations.
- (4) The zoning classification approved by the municipality following the hearing required by this Code section shall become effective on the later of:
 - (A) The date the zoning is approved by the municipality;
 - (B) The date that the annexation becomes effective pursuant to Code Section 36-36-2; or
 - (C) Where a county has interposed an objection pursuant to Code Section 36-33-11, the date provided for in paragraph (8) of subsection (c) of said Code section.

(3) Public notice and public hearing requirements

Sec. 2609. Public notice and public hearing required.

This section shall apply to all applications for amendments to the text of the zoning regulations, amendments to the official zoning map, petitions for variances and appeals to the Board of Zoning Appeals, requests for conditional use approval, requests for alteration or extension of conditional zoning, applications for site plan approval in the MHP District, and petitions for development approval for property within the PUD, Planned Unit Development District, and applications for condominium site plan approval.

Prior to making any zoning decision, the City Council shall conduct a Public hearing. The public hearing shall be called and a public notice provided in accordance with the provisions of Ordinance 91-9 as amended and in accordance with the provisions of O.C.G.A. § 36-66-4. Public Hearing Notice, as follows:

- a) A notice of time and place of the hearing shall be published at least 15 Days, but not more than 45 days, prior to said Public hearing in the official legal organ of the City of Dahlonega or another newspaper of general circulation within the territorial boundaries of the city. The notice shall state the time, place and purpose of the hearing in accordance with O.C.G.A. § 36-66-4. If the proposed amendment is a rezoning of property or special use initiated by a party other than the City Council, then:
 - 1) The published notice, in addition to the foregoing, shall include the location of the property, the present zoning classification of the property, and the proposed zoning classification of the property; and
 - 2) A sign or signs containing that same information shall be placed on the property by the City not less than 15 days, nor more than 45 days, prior to the date of the hearing. The sign or signs shall be placed in a conspicuous location on the property frontage in such manner as to be legible from the public road. On lots with more than one road frontage, a sign will be placed facing each Public road. If the property has no road frontage, a sign shall be placed at a location on each road where access will be gained to the property.

All required public hearings shall be held by the Governing Body, and no action shall be taken on said applications until a public hearing has been held by the Governing Body. Public hearings regarding variances and appeals shall be held by the Board of Zoning Appeals, and no action shall be taken on said applications until a public hearing has been held by the Board of Zoning Appeals. The public hearing shall be called, and a public notice provided in accordance with the provisions of O.C.G.A. § 36-66-4(g). Public Hearing Notice, as follows: Notice of such hearing shall be provided at least 30 days prior to the quasi-judicial hearing, with such notice being made as provided for in subsection (a) of this Code section these regulations and with additional notice being mailed to the owner of the property that is the subject of the proposed action.

Public hearings may be delayed, rescheduled or continued to another time and date, provided announcement is given at the time and place of the initially scheduled and advertised public hearing, and provided such date, time and location of the public hearing to be delayed, rescheduled or continued is given. If the applicant of a petition before the Planning Commission or Governing Body fails to attend the public hearing, then the Planning commission or Governing Body may require re-advertisement of the subject petition at the expense of the applicant. If there is no quorum of the Planning Commission or Governing Body at the scheduled public hearing, then the public hearing(s) shall be rescheduled and re-advertised at the City of Dahlonega's expense.

When a proposed zoning decision relates to or will allow the location or relocation of a halfway

house, drug rehabilitation center, or other facility for treatment of drug dependency, a public hearing shall be held on the proposed action. Such public hearing shall be held at least six months and not more than nine months prior to the date of final action on the zoning decision. The hearing required by this subsection shall be in addition to any hearing required otherwise by these regulations. The local government shall give notice of such hearing by:

- (1) Posting notice on the affected premises in the manner prescribed by these regulations; and
- (2) Publishing in a newspaper of general circulation within the territorial boundaries of the local government a notice of the hearing at least 15 days and not more than 45 days prior to the date of the hearing.

Both the posted notice and the published notice shall include a prominent statement that the proposed zoning decision related to or will allow the location or relocation of a halfway house, drug rehabilitation center, or other facility for treatment of drug dependency. The published notice shall be at least six column inches in size and shall not be located in the classified advertising section of the newspaper.

Notwithstanding any other provisions of these regulations to the contrary, when a proposed zoning decision relates to an amendment of the zoning ordinance to revise one or more zoning classifications or definitions relating to single-family residential uses of property so as to authorize multifamily uses of property pursuant to such classification or definitions, or to grant blanket permission, under certain or all circumstances, for property owners to deviate from the existing zoning requirements of a single family residential zoning, such zoning decision must be adopted in the following manner:

- (1) The zoning decision shall be adopted at two regular meetings of the Governing Body making the zoning decision, during a period of not less than 21 days apart: and
- (2) Prior to the first meeting provided for above at least two public hearings shall be held on the proposed action. Such public hearings shall be held at least three months and not more than nine months prior to the day of final action on the zoning decision. Furthermore, at least one of the public hearings must be held between the hours of 5:00 P.M. and 8:00 P.M. The hearings required by this paragraph shall be in addition to any hearing required elsewhere in these regulations. Notice shall given by: (i) Posting notice on each affected premises in the manner prescribed elsewhere herein; however, that when more than 500 parcels are affected, in which case posting notice is required every 500 feet in the affected area; and (ii) Publishing in a newspaper of general circulation within the territorial boundaries of Dahlongega a notice of each hearing at least 15 days and not more than 45 days prior to the date of the hearing.

Both the posted notice and the published notice shall include a prominent statement that the proposed zoning decision relates to or will authorize multifamily uses or give blanket permission to the property owner to deviate from the zoning requirements of a single-family residential zoning of property in classification previously relating to single-family residential uses. The published notice shall be at least nine column inches in size and shall not be located in the classified advertising section of the newspaper. The notice shall state that a copy of the proposed amendment is on file in the office of the clerk or the recording officer of the local government and in the office of the clerk of the superior court of the county of the legal situs

of the local government for the purpose of examination and inspection by the public. The local government shall furnish anyone upon written request, a copy of the proposed amendment, at no cost.

The provisions above shall also apply to any zoning decision that provides for the abolition of all single-family residential zoning classifications within the territorial boundaries of Dahlongega or zoning decisions that result in the rezoning of all property zoned for single-family residential uses within the territorial boundaries of Dahlongega to multifamily residential uses of property. These provisions, however, shall not apply to zoning decisions for the rezoning of property from a single-family residential use of property to a multifamily residential use of property when the rezoning is initiated by the owner or authorized agent of the owner of such property.

(4) Recommendation by zoning administrative officer; additional duties

Sec. 2610. Recommendation by zoning administrative officer; additional duties.

The Zoning Administrative Officer will, as appropriate, customarily submit to the recommending and/or decision making body, prior to a scheduled public hearing, copies of the site plan and letter of intent along with a written recommendation for approval, disapproval, deferral, withdrawal or other recommendation. Said recommendation shall include reasons for said recommendations, considered within the context of the appropriate criteria as specified by these regulations. The recommendations of the Zoning Administrative Officer shall have an advisory effect only and shall not be binding on the Governing Body. Copies of the Zoning Administrative Officer's recommendations shall be made available to the applicant and other interested parties upon completion and distribution to the appropriate bodies and at the public hearing.

As an additional duty, with respect to each proposed zoning decision involving land that is adjacent to or within 3,000 feet of any military base or military installation or within the 3,000 foot Clear Sone and Accident Prevention Zones Numbers I and II as prescribed In the definition of an Air Installation Compatible Use Zone of a Military airport, the Zoning Administrative Officer, together with the staff of the planning department, shall investigate and make a recommendation with respect to each of the matters enumerated in the next succeeding paragraph, in addition to any other duties with which the planning department or agency is charged by the City. The Zoning Administrative Officer shall request from the commander of such military base, military installation, or military airport a written recommendation and supporting facts relating to the use of the land being considered In the proposed zoning decision at least 30 days prior to the hearing required by subsection (a) of Code Section 36-66-4. If the base commander does not submit a response to such request by the date of the public hearing, there shall be a presumption that the proposed zoning decision will not have any adverse effect relative to the matters specified In subsection (b) of this Code section. Any such information provided shall become a part of the public record.

The matters with which the planning department or agency shall be required to make such investigation and recommendation shall be:

- (1) Whether the zoning proposal will permit a use that is suitable in view of the use of adjacent or nearby property within 3,000 feet of a military base, military installation, or military airport;

- (2) Whether the zoning proposal will adversely affect the existing use or usability of nearby property within 3,000 feet of a military base, military installation, or military airport ;
- (3) Whether the property to be affected by the zoning proposal has a reasonable economic use as currently zoned;
- (4) Whether the zoning proposal will result in a use which will or could cause a safety concern with respect to excessive or burdensome use of existing streets, transportation facilities, utilities, or schools due to the use of nearby property as a military base, military installation, or military airport;
- (5) Whether the zoning proposal is in conformity with the policy and intent of the comprehensive plan; and
- (6) Whether there are other existing or changing conditions affecting the use of the nearby property as a military base, military installation, or military airport which give supporting grounds for either approval or disapproval of the zoning proposal.

(5) Planning commission recommendation

The Planning Commission shall have ~~thirty (30)~~ **forty- five (45)** days within which to submit its recommendations. The Governing Body shall not take action on any of said applications, until it has received the recommendation of the Planning Commission within the specified time period. If the Planning Commission fails to submit a recommendation within the ~~thirty (30)~~ **forty-five (45)** day period, it shall be deemed to have approved the proposed application.

(6) Appeals (NEW)

Sec. 2619. Appeals.

All such challenges or appeals shall be brought within 30 days of the written decision of the challenged or appealed action. The City Clerk shall serve as the officer to receive the petition or service of appeal on behalf of the Governing Body or Board of Zoning Appeal, in accordance with O.C.G.A. § 36-66-5.1

(7) Designation of Officer for perfection of services; stay of proceedings

Sec. 2708. Designation of Officer for perfection of service; stay of proceedings.

The city officer who shall have the authority, without additional board or agency action, to approve or issue any form or certificate necessary to perfect the petition described in Title 5, O.C.G.A., for review of lower judicatory bodies or agencies referenced in these regulations and upon whom service of such petition may be effected or accepted on behalf of lower judicatory boards during normal business hours, at the regular offices of the City of Dahlonga shall be **the City Clerk**, and shall also serve as the official who ~~or his or her designee who~~ shall have authority to accept service and upon

whom service of an appeal of a quasi-judicial decision may be effected or accepted on behalf of the local governing authority, during normal business hours, at the regular offices of the local government.

An appeal or challenge by an opponent filed pursuant to these regulations ~~this chapter~~ shall stay all legal proceedings in furtherance of the action appealed from or challenged, unless the local government, officer, board, or agency from which or from whom the appeal or challenge is taken certifies that, by reason of the facts stated in the certificate, a stay would cause imminent peril to life or property. In such actions, the applicant for the zoning decision or the quasi-judicial decision shall be a necessary party and shall be named as a defendant in the action and served in accordance with the requirements of O.C.G.A. Title 5 or Title 9, as appropriate.

DRAFT



City Council Agenda Memo

DATE: 03/07/2023

TITLE: Amendment to Professional Services Agreement for WSP USA Environment & Infrastructure Inc. formerly known as Wood Environmental and Infrastructure Solutions, Inc.

PRESENTED BY: Doug Parks, City Attorney

AGENDA ITEM DESCRIPTION:

It has become necessary to amend the Professional Service Agreement with Wood Environmental now known as WSP. This Agreement reflects the legal name change, extends the term of the existing contract, making changes to Exhibit A, Exhibit B, and to delete Exhibit A-1.

HISTORY/PAST ACTION:

On December 4, 2020 a Professional Services Agreement was executed between Wood and the City of Dahlonega. This project consists of approximately 4550' of pedestrian sidewalks along GA Hwy 60/ US Hwy 19 just north of Dahlonega. In addition to the sidewalk a 220' pedestrian bridge across Lake Zwerner was proposed.

FINANCIAL IMPACT:

Neutral in financial impact.

RECOMMENDATION:

Recommend to approve

SUGGESTED MOTIONS:

Motion to approve the Amendment to the professional services agreement for WSP USA.

ATTACHMENTS:

Amendment to Professional Services Agreement

**AMENDMENT TO
PROFESSIONAL SERVICES AGREEMENT**

This Amendment To Professional Services Agreement entered into as of the 3 day of March, 2023 by and between the City of Dahlonaga, a Georgia Municipal Corporation (the "Owner") and WSP USA Environment & Infrastructure Inc. formerly known as Wood Environmental and Infrastructure Solutions, Inc. (the "Contractor" or alternatively "Wood"), collectively ("the Parties") is as follows:

WHEREAS, the Parties entered into a Professional Services Agreement on December 4, 2020, ("Agreement" or "the Agreement") for engineering design services for the SR9/SR60 Business to CR 189/Wimpy Mill Road project; and

WHEREAS, on September 21, 2022, Wood Environment & Infrastructure Solutions, Inc. changed its legal name to WSP USA Environment & Infrastructure Inc. as evidenced by the Certificate of Name Change certifying that its legal name has changed together with other related documents, which are attached hereto as a new schedule, i.e. Schedule 1 and incorporated herein; and

WHEREAS, it is in the mutual best interests of Owner and Contractor to amend the Agreement to reflect this legal name change; and

WHEREAS, the parties also desire to extend the term of the existing contract, make changes to Exhibit A and to Exhibit B and to delete Exhibit A-1; and

WHEREAS, to establish the name change, extend the term of the contract, add a Schedule 1, make changes to Exhibits A and B and further to delete Exhibit A-1, the Parties now wish to enter into this Amendment to Professional Services Agreement extending the date for substantial completion.

Now therefore, the Parties agree as follows:

1.

The parties signing this agreement hereby state that they have the authority to bind the entity on whose behalf they are signing.

2.

All references to "Wood Environment & Infrastructure Solutions, Inc." throughout the Agreement shall read "WSP USA Environment & Infrastructure Inc."

3.

Contractor will continue to perform all of its duties, responsibilities, and obligations under the Agreement.

4.

Owner hereby consents to continuing the Agreement with Contractor.

5.

All sums which become payable by Client under the Contract on and after the Effective Date will be made to WSP USA Environment & Infrastructure Inc.

6.

Article #102.1 Date of Commencement and Substantial Completion shall be amended to read as follows:

The Contract Time is the number of calendar days available to the Contractor to substantially complete the Project which consists of Tasks 1 through 10 identified in Exhibit A Scope of Services of this agreement, as amended. Substantial Completion is subject to adjustments of the Contract Time as provided in the Contract Document and agreement between the Parties. The Contractor shall achieve Substantial Completion consisting of the completion of Tasks 1 through 10 on Exhibit A (Concept Development to Final Plans Completion), of the entire Project:

[X] Not later than December 31, 2024. Owner, pursuant to other terms of the Agreement, may terminate this contract prior to the expiration of this date. These dates are subject to modification by mutual agreement.

7.

Exhibit A Scope of Services is amended as attached hereto.

8.

Exhibit B Cost Summary is amended as attached hereto.

9.

Schedule 1 is attached providing the legal foundation for the change of name.

10.

Exhibit A-1 Scope of Services Timeline Detail is considered deleted.

11.

Except as expressly amended hereby, all the remaining provisions of the Agreement shall remain in full force and effect.

In Witness Whereof, the parties have executed this agreement.

CITY OF DAHLONEGA

OWNER:

By: _____

Title: JoAnne Taylor, Mayor

Attest: _____ [Affix Seal Here]

Mary Csukas, City Clerk

WSP USA ENVIRONMENT & INFRASTRUCTURE INC.

CONTRACTOR:

By: *David Sikes* _____ [Affix Seal Here]

Type text here

Title: David Sikes, Vice President

Attest: *BJK* _____

Bradley J. Knight, Secretary

EXHIBIT A

SCOPE OF SERVICES

Contractor's technical approach for the project was included as part of the previously submitted RFQ response in February 2020 and additional Change Order proposals approved during project execution. In summary, the design and engineering services for the project will be executed in accordance with the Owner Plan Development Process (PDP) for a limited scope concept report format. The Scope of Services is defined by the following tasks:

Task 1- Corridor Land Survey and Subsurface Utility Engineering (SUE) for utilities (Ref: Phase 2, Database Preparation)

Task 2- Concept Design Plans and Approvals per GDOT PDP – (Ref: Phase 1, Concept Development)

Task 3- Environmental Clearance: NEPA Documentation and Environmental Permitting – (Ref: Phase 3, Environmental Document)

Task 4 – Preliminary Plans and Approvals: Preliminary Design Intent Booklet, Pedestrian Bridge Structural Design, Preliminary Sidewalk Plans, Hydraulic Study, Drainage Design, Stormwater Drainage Plans, Erosion and Sedimentation Control Plans, Constructability Review, prepare and participate in Preliminary Field Plan Review (PFPR), Address PFPR comments. (Ref: Phase 4, Preliminary Plans)

Task 5- Final Plans and Approvals: Prepare and Participate in Final Field Plan Review (FFPR), Address FFPR Comments, Prepare Corrected FFPR Plans, Preconstruction Environmental Commitments, and Certification for Let – (Ref: Phase 6, Final Plans)

Task 6- Cost Estimates (Engineering Opinion of Probable Construction Cost), Project Schedule and Schedule Management – (cost estimate and Project Schedule Management are included in the Preliminary and Final Design)

Change Order No. 1: Additional Engineering Design services for Bridge Change from one-span to three-spans pedestrian bridge

Task 7- Coordination and Project Management: Communication and Meetings (internal and external)

Note: Project Management, Quality Assurance and Quality Control (QA/QC), and Documentation for Local Public Agencies (LAP) Process are budgeted in Task 2, Task 4 and Task 5 for concept development, preliminary and final design phases. The budget amount for Task 7 thus is exclusively for the completion of Phase 9 which is the cost allocation to prepare and to attend one meeting with the City and the Public.

Task 8 (Change Order No. 2) - Phase 1 Environmental Site Assessment

Task 9 (Change Order No. 3) - Geotechnical Bridge Foundation Investigation (BFI) Interior and End Bents

Task 10 (Change Order No. 4) - Relocation of Sidewalk and Retaining Walls Design Revisions Design

Note: References are to the Master Contract: RFQ#2020-007 EDS Cost Summary by Firm prepared by Wood Environmental & Infrastructure Solutions, Inc. for Morrison Moore Pedestrian Bridge and Sidewalks Project. The Response and Proposal by Wood dated August 20, 2020 is attached as Appendix F.

EXHIBIT B

COST SUMMARY

Task 1	Corridor Land Survey and Subsurface Utility Engineering (SUE) for utilities	Phase 1-Concept Development (Wood-\$45,508.75; EPEI-\$4,957.42);	\$108,215.34
Task 2	Concept Design Plans and Approvals per GDOT PDP	Phase 2-Database Preparation (Wood-\$20,127.78; Platinum Geomatics-\$37,621.39)	
Task 3	Environmental Clearance: NEPA Documentation and Environmental	Phase 3-Environmental Document (Wood-\$34,176.38; EPEI-\$14,768.20)	\$48,944.58
Task 4	<p>Preliminary Plans and Approvals: Preliminary Design Intent Booklet, Pedestrian Bridge Structural Design, Preliminary Sidewalk Plans, Hydraulic Study, Drainage Design, Stormwater Drainage Plans, Erosion and Sedimentation Control Plans, Constructability Review, prepare and participate in Preliminary Field Plan Review (PFPR), Address PFPR comments.</p> <p>Bridge and Wall Foundation</p>	<p>Phase 4-Preliminary Plans (Wood-\$75,313.90; EPEI-\$369.85; Aulick-\$14,770.00 = \$90,453.75)</p> <p>Bridge Foundation Investigation (BFI) and Wall Foundation Investigation (WFI) are geotechnical investigation that will be performed during Phase 4 – Preliminary Plans (Wood-\$24,998.65)</p>	\$115,452.40
Task 5	Final Plans and Approvals: Prepare and Participate in Final Field Plan Review (FFPR), Address FFPR Comments, Prepare Corrected FFPR Plans, Preconstruction Environmental Commitments, and Certification for Let.	Phase 6-Final Plans (Wood-\$98,327.17)	\$98,327.17
Task 6	Cost Estimates (Engineering Opinion of Probable Construction Cost), Project Schedule and Schedule Management	Phase 7-Construction Services (the Construction Services effort is not included on the Design budget) ** Cost estimates and schedule management efforts for the design are included on the Preliminary and Final Budget.	

Task 7	Coordination and Project Management: Communication and Meetings (internal and external). Note: Project Management, Quality Assurance and Quality Control (QA/QC), and Documentation for Local Public Agencies (LAP) Process are budgeted in Task 2, Task 4 and Task 5 for concept development, preliminary and final design phases. The budget amount for Task 7 thus is exclusively for the completion of Phase 9 which is the cost allocation to prepare and to attend one meeting with the City and the Public.	Phase 9-Public Involvement (Wood-\$4,322.56)	\$4,322.56
Change Order No. 1	Additional Engineering Design services for Bridge Change from one-span to three-spans pedestrian bridge	Wood \$ 38,000 Aulick-\$2,000	\$40,000.00
Task 8	Change Order No. 2 Phase 1 Environmental Site Assessment	Wood \$ 7,707	\$7,707.00
Task 9	Change Order No. 3 Additional Bridge Foundation Investigation (BFI) for the pedestrian bridge change from one-span to three-spans	Wood \$49,577.49	\$49,577.49
Task 10	Change Order No. 4 Additional Engineering services for relocation of sidewalk behind the existing guardrail on the approach to the bridge to reduce the length and height of retaining walls	Wood \$27,639.28 EPEI-\$5,064,.94	\$32,703.24
TOTAL:			\$505,249.78 *

***This total represents the maximum price for the design effort of the project based upon the scope listed elsewhere in this document.**

****Construction services are to be provided once the final design is completed pursuant to Contractor's proposal dated August 20, 2020 at page 4 which states: "At the completion of final design and if requested by the City, Wood will negotiate a fee for bidding and construction phase support services including construction administration, construction engineering and supervision, field inspections for erosion control and construction material**

testing. The construction schedule will determine the number of site visits, including the number of testing requirements and field inspections. Phases 7 and 8 identified in the referenced proposal remain open for future negotiation. Also, as to Phase 5 identified in the proposal there are no right of way plans associated with this project. Thus, Phases 5, 7 & 8 were excluded during the scope clarification and negotiation meeting that took place on August 11, 2020 and are not part of the current scope of services contemplated by this contract.

Schedule 1

STATE OF GEORGIA

Secretary of State

Corporations Division

313 West Tower

2 Martin Luther King, Jr. Dr.

Atlanta, Georgia 30334-1530

**AMENDED CERTIFICATE OF AUTHORITY
NAME CHANGE**

I, **Brad Raffensperger**, the Secretary of State and the Corporation Commissioner of the State of Georgia, hereby certify under the seal of my office that

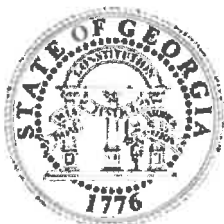
Wood Environment & Infrastructure Solutions, Inc.
a Foreign Profit Corporation

formed under the laws of the State of Nevada and authorized to transact business in Georgia on **08/03/2000**, has amended its application to transact business in this state by the filing of an amendment changing its name to

WSP USA Environment & Infrastructure Inc.
a Foreign Profit Corporation

and by the paying of fees as provided by Title 14 of the Official Code of Georgia Annotated. Attached hereto is a true and correct copy of said application.

WITNESS my hand and official seal in the City of Atlanta
and the State of Georgia on **09/23/2022**.



Brad Raffensperger

Brad Raffensperger
Secretary of State

**APPLICATION FOR AMENDED CERTIFICATE OF
AUTHORITY**

Electronically Filed
Secretary of State
Filing Date: 9/23/2022 8:58:53 AM

Business Information

Business Name : Wood Environment & Infrastructure Solutions, Inc.
Control Number : 0034835
Business Type : Foreign Profit Corporation
Home Jurisdiction : Nevada
Name in Home Jurisdiction : WSP USA Environment & Infrastructure Inc.
Date of Authorization in Georgia : 08/03/2000

Amended Business Information

New Business Name : WSP USA Environment & Infrastructure Inc.
Effective Date : 09/23/2022

Authorizer Information

Authorizer Signature : Bradley Knight

Authorizer Title : Officer

SECRETARY OF STATE



CERTIFICATE OF EXISTENCE WITH STATUS IN GOOD STANDING

I, Barbara K. Cegavske, the duly qualified and elected Nevada Secretary of State, do hereby certify that I am, by the laws of said State, the custodian of the records relating to filings by corporations, non-profit corporations, corporations sole, limited-liability companies, limited partnerships, limited-liability partnerships and business trusts pursuant to Title 7 of the Nevada Revised Statutes which are either presently in a status of good standing or were in good standing for a time period subsequent of 1976 and am the proper officer to execute this certificate.

I further certify that the records of the Nevada Secretary of State, at the date of this certificate, evidence, **WSP USA ENVIRONMENT & INFRASTRUCTURE INC.**, as a **DOMESTIC CORPORATION (78)** duly organized under the laws of Nevada and existing under and by virtue of the laws of the State of Nevada since 06/01/1994, and is in good standing in this state.



IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Great Seal of State, at my office on 09/22/2022.

Barbara K. Cegavske

BARBARA K. CEGAVSKE

Secretary of State

Certificate Number: B202209223022311

You may verify this certificate

online at <http://www.nvsos.gov>



City Council Agenda Memo

DATE: 03.13.2023
TITLE: Reinstatement and Termination of the City of Dahlonega's participation in GMA's 401(A) Defined Contribution Plan
PRESENTED BY: Doug Parks, City Attorney

AGENDA ITEM DESCRIPTION:

The City currently has a Defined Contribution Program that has been dormant for quite some time. The City's Master Plan document and DCP Trust Agreement originally became effective January 5, 2004, and were most recently restated by the City effective July 6, 2015. The DC Plan does not currently have any assets; therefore, the termination of the City's participation is recommended. However, there must be an update to current standards before termination can take place. Thus, we will need to restate first and then terminate.

HISTORY/PAST ACTION:

FINANCIAL IMPACT:

RECOMMENDATION:

Recommendation for the Mayor and staff to take such steps as re necessary to terminate the plan including the initial restatement necessary for termination.

SUGGESTED MOTIONS:

Motion to authorize execution of all documents necessary to restate and terminate the Defined Contribution Plan.

ATTACHMENTS:



City Council Agenda Memo

DATE: March 20, 2023
TITLE: Project # 2023-003 Hancock Park Dumpster Pad Enclosure
PRESENTED BY: Vince Hunsinger, Capital Projects Manager

AGENDA ITEM DESCRIPTION:

This item is to inform Council of the result of the bid to improve the Hancock Park Dumpster Pad identified as Hancock Park Dumpster Pad Enclosure Project #2023-003.

HISTORY/PAST ACTION:

This project is to address the aging, unsightly existing dumpster pad at Hancock Park.

FINANCIAL IMPACT:

The available budget for this project is \$25,000 as of 1/31/2023. We have spent \$3250 for construction plans. The current available budget is \$21,750.00. The low bid for this project is \$70,200. To complete this build, we need an additional \$50,000.

RECOMMENDATION:

It is the recommendation of staff and manager that the solid waste fund cover the additional costs of the dumpster enclosure since it serves as the collection point for the downtown area.

SUGGESTED MOTIONS:

ATTACHMENTS:



City Council Agenda Memo

DATE: March 20, 2023
TITLE: Project 2023-005 North Square Sidewalk Replacement
PRESENTED BY: Vince Hunsinger, Capital Projects Manager

AGENDA ITEM DESCRIPTION:

This item is to inform Council of the result of the bid to repair the North Square sidewalk identified as North Square Sidewalk Replacement Project #2023-005.

HISTORY/PAST ACTION:

This project is to address the impact of the root systems of the trees that were removed from the sidewalk in that area. A bid packet has been published and the bid opening was March 16th after the deadline for this agenda item. Due to the impact of this area interrupting the tourism and festival season, we are asking to fast track this project.

FINANCIAL IMPACT:

The available budget for this project is \$170,022.06. Financial impact will be discussed in this Council Work Session.

RECOMMENDATION:

SUGGESTED MOTIONS:

ATTACHMENTS:
