

CITY COUNCIL
LESLIE MCPHERSON, MAYOR
DANNY CARTER, MAYOR PRO TEM
SHIRLEY MARCHMAN
MATTHEW MONTAHAN
STEPHANIE WARMOTH
ANNA MCCOY

City of Villa Rica



CITY MANAGER: TOM BARBER
CITY CLERK: THERESA CAMPBELL
CITY ATTORNEY: C. DAVID MECKLIN

571 W BANKHEAD HWY
VILLA RICA, GA. 30180
770.459.7000 | VILLARICA.ORG

MAYOR & COUNCIL WORK SESSION AGENDA

Holt-Bishop Justice Center, Municipal Courtroom, 101 Main Street
May 14, 2024 | 1:30 PM

Review of the Agenda (Mayor Leslie McPherson)

A. Human Resources (Tiffany Jenkins, Interim HR Director)

1. Amendment to 2023-2024 Medical Plan Document (Tiffany Jenkins, Interim HR Director)

B. Governing Body (Mayor Leslie McPherson)

1. National Public Works Week 2024 (Hal Burch, Public Works Director)
2. Resolution Enacting Temporary Moratorium – Vape Shops, Tattoo Parlors and Pawn Shops (C. David Mecklin, & Kevin Drummond, City Attorney)
3. Resolution Enacting Temporary Moratorium on Multi-Family Developments (C. David Mecklin, & Kevin Drummond, City Attorney)
4. City Council Meeting Modification (Danny Carter, Councilman)

C. Community Development (Tracy Jarvis, Director)

1. Watermist Phase 2A Final Plat Approval (Nic, Griffin, Project Manager and Development Official)
2. Review of VA-05-24 & VA-07-24 Variances for Chick-Fil-A to operate a temporary food truck at 779 W. Bankhead Hwy (Shaun Daniels, Planner)
3. Distilled Package License Application (C. David Mecklin, Jr., City Attorney)

D. Main Street (Alisa Doyal, Main Street Manager)

1. Golden City Cruisers Mural at The MILL (Alisa Doyal, Main Street Manager)
2. Revised Bylaws for the Main Street Advisory Board (Alisa Doyal, Main Street Manager)
3. Revised Bylaws for the Downtown Development Authority (Alisa Doyal, Main Street Manager)
4. 2024-2025 Classic Main Street Memorandum of Understanding
5. 2024 Community Development Grant Application from Villa Rica Lions Clubs (Alisa Doyal, Main Street Manager)
6. Community Development Grant Application from Thomas A. Dorsey Birthplace & Gospel Heritage Festival, Inc. (Alisa Doyal, Main Street Manager)

E. Public Works (Hal Burch, Director)

1. Surplus of Vehicle (Chris Maddox, Fleet Manager)

2. Main Street Drainage Improvements (Bobby Elliott, Consultant)
3. Hickory Falls Lift Station Upgrade (Bobby Elliott, Consultant)

F. Utilities (John Bain, Director)

1. Presentation of GAWP Gold Award for North Wastewater Plant (John Bain, Utilities Director)
2. Cowan's Lake Dam Renovation (Erin Lewis, Water Operations Manager)
3. West Plant UV System Refurbishment (Erick Broz, Wastewater Operations Manager)
4. Waterly Operations Software (Eric Broz, Wastewater Operations Manager)

G. Finance (Jennifer Hallman, Finance Director)

1. Approve the updated customer sanitation rates due to GFL's 5.3% rate increase effective July 1, 2024 (Jennifer Hallman, Finance Director)
2. Proposed Millage & Budget Calendar (Jennifer Hallman, Finance Director)
3. FY24 Budget Amendments #238 - 241 (Jennifer Hallman, Finance Director)

H. City Manager (Tom Barber)

1. Wikipedia Page Update (Ken Denny, PIO)
2. Track Realignment at Pine Mountain Gold Museum (Wesley Berninger, Museum Manager)
3. Georgia Power Lighting Agreement for Villa Rica Parkway (Tom Barber, City Manager)
4. Professional Services Agreement with Ron Johnson (Tom Barber, City manager)
5. Right of Way Service with BM&K (Tom Barber, City Manager)
6. Letter of Support for Senior Housing Development (Tom Barber, City Manager)

Public Comment (We ask that you sign in for Public Comment before the meeting begins. Please state your Name and Address for the record and limit your comments to three minutes.)

I. Executive Session (C. David Mecklin, City Attorney)

1. Meeting to discuss or vote to enter into a contract to purchase, dispose of, or lease property subject to approval in a subsequent public vote as provided in Georgia Code section 50-14-3(b)(1)(D).
2. Meeting to discuss or deliberate upon the appointment, employment, compensation, hiring, disciplinary action or dismissal, or periodic evaluation or rating of a public officer or employee as provided in Georgia Code section 50-14-3(b)(2).



CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: Amendment to 2023-2024 Medical Plan Document
AGENDA DATE: May 14, 2024

DATE PREPARED: May 1, 2024
PREPARED BY: Wendell Strickland, Tiffany Jenkins

AMOUNT:
GL ACCOUNT #: 610-1540-571050
FUNDING SOURCE: Self-Funded Insurance Fund
BUDGETED ITEM? Yes

PURPOSE: To approve an amendment to our medical insurance plan document that reimplements the Weight Loss Exclusion effective June 1, 2024 and grandfather current members who are using GLP-1 for weight loss for a 90 day period post June 1, 2024.

BACKGROUND:

During the plan year 2023-2024 renewal, we discussed diabetic weight loss medications for the Pharmacy program.

We evaluated the GLP-1 class of Type-2 diabetes medications that controlled A1C levels and had the additional benefit of weight loss. At the time of that evaluation and recommendation, the GLP-1 medications list contained approximately 7 medications.

The intent to expand the GLP-1 medications for the City of Villa Rica was to help existing Type-2 diabetic members on one of the previous 7 approved medications to maintain those medications as their A1C levels fell below diabetic defined levels.

As the GLP-1 classifications of available medications double and continues to expand, your current Pharmacy Benefit Manager, US RX Care cannot restrict the classification of medications by individual medication. Additionally, some of these medications have the same active ingredient compounding the effort to identify and restrict the usage to 7 specific medications approved by the City of Villa Rica.

IMPACT:

We believe the GLP-1 use for weight loss should return to the 2022 -2023 plan year exclusion. We can grandfather the current members that are taking GLP-1 medications for Weight Loss for an additional 90-day cycle. This will allow the current members taking GLP-1 medication only for

Weight Loss purposes the ability to transition to other alternatives. We would make this change effective June 1, 2024 and allow the 90 day transition period for Weight Loss medications. This would not effect any Type-2 diabetics as they would continue to have access to all diabetes medications on the formulary.

STAFF RECOMMENDATION: Approval.

MOTION: I move to authorize the City Manager to sign the amendment listed above for the 2023-2024 medical plan document to be effective June 1, 2024.



4-8-2024

City of Villa Rica

Weight Loss Medication

Introduction

The City of Villa Rica continually strives to offer comprehensive benefits to its employees. At annual renewal and at other times we test the market to ensure the City of Villa Rica is receiving the best possible benefits for the associated costs to its employees and City.

During the plan year 2023-2024 renewal, we discussed weight loss medications for the Pharmacy program. The City of Vila Rica adopted new plan language that would allow GLP-1 diabetes medications to be prescribed for weight loss.

Executive Summary

Medical

During the plan year 2023-2024 renewal, we discussed diabetic weight loss medications for the Pharmacy program.

We evaluated the GLP-1 class of Type-2 diabetes medications that controlled A1C levels and had the additional benefit of weight loss. At the time of that evaluation and recommendation, the GLP-1 medications list contained approximately 7 medications.

The GLP-1 class of Type-2 diabetes medications has expanded significantly in both new medications and cost of current and new medications and continues to be one of the fastest expanding classes of medications in the USA and globally. The popularity and use of these medications created a global shortage in 2023 and 2024 and still continues to cause intermittent regional and local shortages.

The intent to expand the GLP-1 medications for the City of Villa Rica was to help existing Type-2 diabetic members on one of the previous 7 approved medications to maintain those medications as their A1C levels fell below diabetic defined levels.

As the GLP-1 classifications of available medications double and continues to expand, your current Pharmacy Benefit Manager, US RX Care cannot restrict the classification of medications by individual medication. Additionally, some of these medications have the same active ingredient compounding the effort to identify and restrict the usage to 7 specific medications approved by the City of Villa Rica.

Therefore, the growing number of members utilizing this classification of medication for pure weight loss and not to control their Type-2 diabetes is expanding. Doctors are now widely prescribing GLP-1 medications for pure weight loss which was not the original intent of expanding the general continuation of these medications for existing Type-2 diabetics at the city of Villa Rica.

Below is listed the costs results of this growing class of medications and it's use for weight loss and Type-2 diabetes control:

1. 2022 – 2023 plan year
 - a. GPL-1 usage for Type-2 diabetes: \$3,200.00 annually
 - b. GLP-1 usage for weight loss: \$0.00 annually
2. 2024 Plan year through March 2024
 - a. GPL-1 usage for Type-2 diabetes: \$12,000.00.
 - b. GLP-1 usage for weight loss: \$20,000.00.

With the expanded number of medications, increased costs, and use of GLP-1 for weight loss combined with the expanded use for controlling Type-2 diabetes plan costs are rising significantly across all US based medical/Rx plans.

At the current prescription expenses through March, GLP-1 medication costs are projected to breach 15% of the total plan costs for the 2023-2024 plan year.

The City of Villa Rica and Strongside Solutions seek ways to provide better healthcare for your employees every year. Together we have made significant plan improvements while maintaining affordability for employees, their families and the City. Strongside Solutions nor the City of Villa Rica Staff could foresee this GLP-1 classification expansion for the number medications being developed, usage and costs for these medications.

We believe the GLP-1 use for weight loss should return to the 2022 -2023 plan year exclusion. We can grandfather the current members that are taking GLP-1 medications that have fallen below the A1C and BMI levels and are taking them for weight loss through 1 more cycle of treatment. This will allow the current members on GLP-1 medications the proper time to introduce traditional diet and exercise behavioral support through the transition. We would reimplement the "Weight Loss" plan exclusion language from the prior plan year. We would provide a 90-day notice of plan modification and make this change effective June 1, 2024.

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Recommendation

Medica/Pharmacy:

1. Recommendation to reimplement Weight Loss Exclusion for Weight Loss effective 6-1-2024.
2. Grandfather current Type-2 Diabetes diagnosed members who are using GLP-1 for weight loss through 1 more prescription cycle.

End of Recommendation

We believe by making these changes we will receive similar or improved coverage, lower costs and stability in the product and carrier selections. These changes will allow the City of Villa Rica the ability to keep these coverages in place longer with minimal impact on your employees.

Very Best,

Wendell Strickland

CHIEF EXECUTIVE OFFICER

MOBILE 678-488-5702

OFFICE 678-957-7248



STRONGSIDE
SOLUTIONS
INSURANCE BROKERAGE PLUS



CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: National Public Works Week
AGENDA DATE: May 14, 2024

DATE PREPARED: May 1, 2024
PREPARED BY: Hal Burch

AMOUNT:
GL ACCOUNT #:
FUNDING SOURCE:
BUDGETED ITEM:
PUBLIC HEARING:

PURPOSE: Presentation of a proclamation supporting the APWA's designation that May 19th through the 25th is National Public Works Week, to recognize the sacrifices our public works professionals make every day to help make our city the great city it is.

BACKGROUND: APWA is proud to announce the theme "Advancing Quality of Life for All" for the 2024 National Public Works Week. Public works is the thread that connects us all, no matter where we live in the world. Every public works professional strives to improve the quality of life for the community they serve, leading to healthier, happier communities.

The "Advancing Quality of Life for All " theme highlights the way public works professionals connect us physically, through infrastructure, and inspirationally, through service to their communities, whether as first responders, or daily workers carrying out their duties with pride.

Public works connectors help keep communities strong by providing an infrastructure of services in transportation, water, wastewater, and stormwater treatment, public buildings and spaces, parks and grounds, emergency management and first response, solid waste, and right-of-way management. They are what make our communities great places to live and work. Join us in celebrating the quiet work these professionals do that makes life better for all of us.

STAFF RECOMMENDATION: Adoption of the Proclamation supporting the city's participation in American Public Works Week.

IMPACT: Recognition of the often-thankless jobs Public Works perform on a daily basis to ensure we continue to have a safe & appealing city for the benefit of our community

MOTION: I move to proclaim that May 19th through May 25th, 2024, is American Public Works Week in the City of Villa Rica.



National Public Works Week Proclamation

May 19–25, 2024

“Advancing Quality of Life For All”

WHEREAS, public works professionals focus on infrastructure, facilities, and services that are of vital importance to sustainable and resilient communities and to the public health, high quality of life, and well-being of the people of **City of Villa Rica**; and,

WHEREAS, these infrastructure, facilities, and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers, and employees at all levels of government and the private sector, who are responsible for rebuilding, improving, and protecting our nation’s transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and,

WHEREAS, it is in the public interest for the citizens, civic leaders, and children in **City of Villa Rica** to gain knowledge of and maintain an ongoing interest and understanding of the importance of public works and public works programs in their respective communities; and,

WHEREAS, the year 2024 marks the 64th annual National Public Works Week sponsored by the American Public Works Association/Canadian Public Works Association be it now,

RESOLVED, I, **Leslie McPherson, Mayor of the city of Villa Rica**, do hereby designate the week May 19–25, 2024, as National Public Works Week. I urge all citizens to join with representatives of the American Public Works Association and government agencies in activities, events, and ceremonies designed to pay tribute to our public works professionals, engineers, managers, and employees and to recognize the substantial contributions they make to protecting our national health, safety, and advancing quality of life for all.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the State (to be affixed),

DONE at the **City of Villa Rica, Georgia** this _____ day of _____ 2024.

Leslie McPherson, Mayor

Shirley Marchman, Councilmember

Matthew Momtahan, Councilmember

Stephanie Warmoth, Councilmember

Anna McCoy, Councilmember

Danny Carter, Councilmember

ATTEST:

Theresa Campbell, City Clerk



CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: Resolution Enacting Temporary Moratorium – Vape Shops, Tattoo Parlors and Pawn Shops

AGENDA DATE: May 14, 2024

DATE PREPARED: May 3, 2024

PREPARED BY: C. David Mecklin, Jr. & Kevin W. Drummond, City Attorneys

AMOUNT: N/A

GL ACCOUNT #: N/A

FUNDING SOURCE: N/A

BUDGETED ITEM? N/A

PURPOSE: The City of Villa Rica currently has an abundant number of vape shops within the City and citizens have been expressing concerns regarding continued growth in the number of vape shops. In past zoning ordinances, tattoo parlors and pawn shops were not allowed what was formally referred to as the Downtown Overlay District. Recent revisions to the City's zoning ordinances did not include the Downtown Overlay District and Staff recommends a moratorium to allow it time to prepare suggested changes to the zoning ordinances regarding the permissible zoning districts, if any, for future Vape Shops, Pawn Shops and Tattoo Parlors and regulations regarding the same.

STAFF RECOMMENDATION: Staff recommends that the Council approve the Resolution attached hereto.

MOTION I move to approve the attached resolution enacting a moratorium on the acceptance of any applications relating to the licensing, zoning for, variances for new Vape Shops, Tattoo Parlors and Pawn Shops.

**A RESOLUTION ENACTING A MORATORIUM FOR 180 DAYS
ON THE ACCEPTANCE OF APPLICATIONS AND THE ISSUANCE
OF PERMITS FOR VAPE SHOPS, TATTOO PARLORS, AND PAWN
SHOPS WITHIN THE CITY OF VILLA RICA**

WHEREAS, the City of Villa Rica Mayor and Council (the "Council") is charged with the responsibility of protecting the health, safety and welfare of the residents of City of Villa Rica;

WHEREAS, the City of Villa Rica is further charged with the responsibility of approving permitted uses, activities that require conditional use permits within the City's existing zoning categories, the issuance of permits for land uses, permitting and licensing vape shops, tattoo parlors and pawn shops;

WHEREAS, the Council has been vested with substantial powers, rights, and functions to generally regulate the practice, conduct or use of property for the purposes of maintaining health, morals, safety, security, peace, and the general welfare of the City;

WHEREAS, Georgia law recognizes that local governments may impose moratoria on zoning decisions, building permits, and other development approvals where exigent circumstances warrant the same, pursuant to case law found at *City of Roswell et al v. Outdoor Systems, Inc.*, 274 Ga. 130 (2001); *Lawson v. Macon*, 214 Ga. 278 (1958); *Taylor v. Shetzen*, 212 Ga. 101 (1955);

WHEREAS, the Courts take judicial notice of a local government's inherent ability to impose moratoria on an emergency basis;

WHEREAS, the Georgia Supreme Court, in the case of *DeKalb County v. Townsend*, 243 Ga. 80 (1979), held that, "To justify a moratorium, it must appear first, that the interests of the public generally, as distinguished from those of a particular class, require such interference, and second, that the means are reasonably necessary for the accomplishment of the purpose, and not unduly oppressive upon individuals." The Council has found that the interests of the public necessitate the enactment of a moratorium for health, safety, morals and general welfare purposes by means which are reasonable and not unduly oppressive;

WHEREAS, the City of Villa Rica currently has an abundance of vape shops, tattoo parlors and pawn shops within the City;

WHEREAS, the City has a strong interest in growth management so as to promote the traditional police power goals of health, safety, morals, aesthetics and general welfare of the community; and in particular the security of the public, the promotion of health and general

welfare of its citizens, protection of aesthetic qualities of the city, including preservation of neighborhoods and community standards;

WHEREAS, in prior zoning ordinances, pawn shops and tattoo parlors were not permitted in the downtown overlay district; however, changes in the zoning ordinances did not preserve the downtown overlay district and the City desires time to review the current zoning ordinances to determine what zoning districts, if any, are appropriate for future vape shops, tattoo parlors and pawn shops;

WHEREAS, it is the belief of the Council that the concept of "public welfare" is broad and inclusive; that the values it represents are spiritual as well as physical, aesthetic as well as monetary; and that it is within the power of the City "to determine that a community should be beautiful as well as healthy, spacious as well as clean, well balanced as well as carefully patrolled," *Berman v. Parker*, 348 U.S. 26, 75 S.Ct. 98 (1954); *Kela v. City of New London*, 545 U.S. 469, 125 S. Ct. 2655, 162 L. Ed. 2d 439 (2005). It is also the opinion of the City that "general welfare" includes the valid public objectives of aesthetics, conservation of the value of existing lands and buildings within the City, making the most appropriate use of resources, preserving neighborhood characteristics, enhancing and protecting the economic well-being of the community, facilitating adequate provision of public services, and the preservation of the resources of the City;

WHEREAS, the Council is, and has been interested in, developing a cohesive and coherent policy regarding certain uses in the City, and intends to promote community development through stability, predictability and balanced growth which will further the prosperity of the City as a whole;

WHEREAS, the staff of the City of Villa Rica is in the process of a review and revision of the City of Villa Rica Zoning Ordinance;

WHEREAS, the staff of the City of Villa Rica requires further time to complete revisions and to research and consider changes to the ordinances prior to advertising and submitting revised proposed ordinances related to the proper districts, if any, for vape shops, tattoo parlors and pawn shops, their permitted uses, conditional use permit requirements, and related development and licensing regulations to the Council for consideration;

WHEREAS, out of an abundance of caution, the Council wishes to limit applications and permits for vape shops, tattoo parlors and pawn shops for a one hundred eighty (180) day period during such time the City of Villa Rica staff will draft revisions to and complete required advertising for the City of Villa Rica Zoning Ordinance and Development Regulations for approval, consideration and implementation.

NOW THEREFORE BE IT RESOLVED, by the City of Villa Rica Council as follows:

Section 1. Findings of Fact. The Council hereby makes the following findings of fact:

- (a) It appears that the City's Zoning Ordinances require an additional review by the City as these ordinances relate to vape shops, tattoo parlors and pawn shops.
- (b) Substantial disorder, detriment and irreparable harm would result to the citizens, businesses and the City of Villa Rica if the current land use regulation scheme in and for the above-described uses in the City were to be utilized by property owners prior to a more thorough review.
- (c) The City's ongoing revision of its code, comprehensive plan and zoning ordinances requires the enactment of a limited cessation of development and permits, occupation tax permits, and other licenses, permits, conditional permits or variances, with respect to the use described in subsection (a) above.
- (d) It is necessary and in the public interest to delay, for a reasonable period of time, the processing of any applications for such developments, to ensure that the design, development and location of the same are consistent with the long-term planning objectives of the City.
- (e) That the Georgia Supreme Court has ruled that limited moratoria are reasonable and do not constitute land use when such moratoria are applied throughout the City under *City of Roswell et al v. Outdoor Systems Inc.*, 274 Ga. 130 (2001).

Section 2. Imposition of Moratorium.

- (a) Effective immediately upon the approval of this Resolution, the Council hereby issues a moratorium on the acceptance of applications and issuing any permits, rezoning, conditional use permits, variances or licenses for vape shops, tattoo parlors and pawn shops within the City of Villa Rica; and
- (b) The Council hereby enacts a moratorium on the establishment of any additional new vape shops, tattoo parlors and pawn shops, and the acceptance by the staff of the City of Villa Rica of applications of any kind for or related to any new vape shops, tattoo parlors or pawn shops.
- (c) This moratorium will be for an initial period of time of one hundred eighty (180) days from the date of the adoption of this Resolution.
- (d) As a result of this Resolution, the City, its employees, officers and directors are directed not to accept applications or issue any permits or licenses issued for activities associated with vape shops, tattoo parlors or pawn shops within the City of Villa Rica.

- (e) The City of Villa Rica staff, including the members of the Community Development Departments, along with the assistance of the City Attorney, are directed to continue their efforts to review and provide suggestions for revisions to the Council of the City of Villa Rica Zoning Ordinances related to vape shops, tattoo parlors and pawn shops.
- (f) The duration of this moratorium shall be until the City adopts a revision of the Code of Ordinance of the City of Villa Rica related to the above referenced uses or until one hundred eighty (180) days has elapsed, whichever first occurs.
- (g) This moratorium shall be effective as of the date of adoption of this Resolution.
- (h) This moratorium shall have no effect upon approvals or permits previously issued or plans previously approved by the City. The provisions of this Resolution shall not affect the issuance of permits or licenses that have received preliminary or final approval by the City on or before the effective date of this Resolution.
- (i) As of the effective date of this Resolution, no applications for permits, licenses or for any other purposes related to the use described in subsection (a) above shall be accepted by any agent, employee or officer of the City with respect to any property in the City of Villa Rica, and any permit so accepted for filing will be deemed in error, null and void and of no effect whatsoever and shall constitute no assurance whatsoever of any right to engage in any act, and any action in reliance on any such permit shall be unreasonable.

Section 3. Exemption.

- (a) The following procedures shall be put in place immediately.
- (b) During the term of this moratorium, any person may file an application for exemption from this moratorium with the Community Development Department. The written application for exemption from this moratorium shall include all supporting data, documents and facts, and must be verified by the applicant. The Director of the Community Development Department will review all such verified facts and circumstances which the applicant feels substantiates a claim for vested rights under the City's Zoning Ordinance and/or the grant of an exemption to this moratorium. The Council may consider the general terms of the proposed development, the proposed use, the proposed development plans, the benefits of the proposed development to the City, and the comprehensive land use plan for the City in deciding upon a requested exemption.
- (c) Should the Council grant such exemption, the staff of the City may accept

and process an application for the proposed use. However, the grant of an exemption from this moratorium in no way confers any rights upon the applicant or the exempted plans, applications or requests.

(d) Any exemption granted by the Council shall not constitute final approval of such plans or requests by the City. Any granted exemption shall merely grant the City staff the ability to accept and process the subject application in accordance with all City Ordinances and Regulations, State and Federal laws.

Section 4. Intent.

(a) It is hereby declared to be the intention of the Council that all sections, paragraphs, sentences, clauses and phrases of this Ordinance are and were, upon their enactment, believed by the Council to be fully valid, enforceable and constitutional.

(b) It is hereby declared to be the intention of the Council that, to the greatest extent allowed by law, each and every section, paragraph, sentence, clause or phrase of this Resolution is severable from every other section, paragraph, sentence, clause or phrase of this Resolution. It is hereby further declared to be the intention of the Council that, to the greatest extent allowed by law, no section, paragraph, sentence, clause or phrase of this Resolution is mutually dependent upon any other section, paragraph, sentence, clause or phrase of this Resolution.

(c) In the event that any phrase, clause, sentence, paragraph or section of this Resolution shall, for any reason whatsoever, be declared invalid, unconstitutional or otherwise unenforceable by the valid judgment or decree of any court of competent jurisdiction, it is the express intent of the Council that such invalidity, unconstitutionality or unenforceability shall, to the greatest extent allowed by law, not render invalid, unconstitutional or otherwise unenforceable any of the remaining phrases, clauses, sentences, paragraphs or sections of the Resolution and that, to the greatest extent allowed by law, all remaining phrases, clauses, sentences, paragraphs and sections of the Resolution shall remain valid, constitutional, enforceable, and of full force and effect.

Section 5. All Resolutions or parts of Resolutions in conflict with this Resolution are, to the extent of such conflict, hereby repealed.

Section 6. The preamble of this Resolution shall be and is hereby incorporated by reference as if fully set out herein.

Section 7. This Resolution shall be effective on the date of its approval by the Council.

SO RESOLVED this ____ day of _____, 2024.

CITY OF VILLA RICA

By: _____
Leslie McPherson, Mayor

Attest:

Theresa Campbell, Clerk



CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: Resolution Enacting Temporary Moratorium on Multi-Family Developments

AGENDA DATE: May 14, 2024

DATE PREPARED: May 2, 2024

PREPARED BY: C. David Mecklin, Jr. & Kevin W. Drummond, City Attorneys

AMOUNT: N/A

GL ACCOUNT #: N/A

FUNDING SOURCE: N/A

BUDGETED ITEM? N/A

PURPOSE: The City of Villa Rica Council has expressed concerns with the rapid increase in multi-family developments within the City and has concerns regarding the impact that additional multi-family developments will have on the City, including concerns related to traffic, safety, health, and the general welfare of the community. There are also concerns regarding the infrastructure necessary to support continued growth of multi-family developments within the City.

The proposed resolution provides for a moratorium on accepting applications related to multi-family developments for a period of 180 days to allow staff and planning and zoning to consider possible changes to our zoning ordinances with respect to multi-family development.

STAFF RECOMMENDATION: Staff recommends that the Council approve the Resolution attached hereto.

MOTION I move to approve the attached resolution enacting a moratorium on the acceptance of any applications relating to multi-family developments for a period of 180 days unless shortened or extended by official action of the Mayor and Council.

**A RESOLUTION ENACTING A MORATORIUM FOR 180 DAYS
ON THE ACCEPTANCE OF APPLICATIONS AND THE ISSUANCE
REZONING OR PERMITS FOR DEVELOPMENT OF ANY
COMMERCIAL OR RESIDENTIAL MULTI-FAMILY HOUSING;
TO INCLUDE APARTMENTS, TOWNHOUSES AND DUPLEXES**

WHEREAS, the City of Villa Rica Mayor and Council (the "Council") is charged with the responsibility of protecting the health, safety and welfare of the residents of CITY OF VILLA RICA;

WHEREAS, City of Villa Rica is further charged with the responsibility of approving permitted uses, activities requiring a conditional use permit within the City's existing zoning categories, and the issuance of permits for land uses including land disturbance permits for activities associated with multi-family housing;

WHEREAS, the Council has been vested with substantial powers, rights, and functions to generally regulate the practice, conduct or use of property for the purposes of maintaining health, morals, safety, security, peace, and the general welfare of the City;

WHEREAS, Georgia law recognizes that local governments may impose moratoria on zoning decisions, building permits, and other development approvals where exigent circumstances warrant the same, pursuant to case law found at *City of Roswell et al v. Outdoor Systems, Inc.*, 274 Ga. 130 (2001); *Lawson v. Macon*, 214 Ga. 278 (1958); *Taylor v. Shetzen*, 212 Ga. 101 (1955);

WHEREAS, the Courts take judicial notice of a local government's inherent ability to impose moratoria on an emergency basis;

WHEREAS, the Georgia Supreme Court, in the case of *DeKalb County v. Townsend*, 243 Ga. 80 (1979), held that, "To justify a moratorium, it must appear first, that the interests of the public generally, as distinguished from those of a particular class, require such interference, and second, that the means are reasonably necessary for the accomplishment of the purpose, and not unduly oppressive upon individuals." The Council has found that the interests of the public necessitate the enactment of a moratorium for health, safety, morals and general welfare purposes by means which are reasonable and not unduly oppressive;

WHEREAS, the City of Villa Rica has experienced a rapid increase of multi-family developments over the last decade which has brought about increased traffic and a burden on public safety, service and utilities.

WHEREAS, the City has a strong interest in growth management so as to promote the traditional police power goals of health, safety, morals, aesthetics and general welfare of the community; and in particular the lessening of congestion on City streets, the security of the public, the promotion of health and general welfare of its citizens, protection of aesthetic qualities of the city, including preservation of neighborhoods and community standards, and facilitation of the adequate provision of utilities and other public requirements;

WHEREAS, the Council has, as a part of planning, zoning and growth management, been in review of the City's zoning ordinances and has been studying the City's best estimates and projections of the type of development which could be anticipated within the City;

WHEREAS, the Council deems it important to develop a comprehensive plan which integrates all of these concerns and therefore considers this moratorium a proper exercise of its police powers;

WHEREAS, the Council therefore considers it paramount that land use regulation continues in the most orderly and predictable fashion with the least amount of disturbance to landowners and to the citizens of Villa Rica. The Council has always had a strong interest in growth management so as to promote the traditional police power goals of health, safety, morals, aesthetics and the general welfare of the community; and in particular the lessening of congestion on City streets, security of the public from crime and other dangers, promotion of health and general welfare of its citizens, protection of the aesthetic qualities of the City including access to air and light, and facilitation of the adequate provision of public utilities and other public requirements;

WHEREAS, it is the belief of the Council that the concept of "public welfare" is broad and inclusive; that the values it represents are spiritual as well as physical, aesthetic as well as monetary; and that it is within the power of the City "to determine that a community should be beautiful as well as healthy, spacious as well as clean, well balanced as well as carefully patrolled," *Berman v. Parker*, 348 U.S. 26, 75 S.Ct. 98 (1954); *Kela v. City of New London*, 545 U.S. 469, 125 S. Ct. 2655, 162 L. Ed. 2d 439 (2005). It is also the opinion of the City that "general welfare" includes the valid public objectives of aesthetics, conservation of the value of existing lands and buildings within the City, making the most appropriate use of resources, preserving neighborhood characteristics, enhancing and protecting the economic well-being of the community, facilitating adequate provision of public services, and the preservation of the resources of the City;

WHEREAS, the Council is, and has been, interested in developing a cohesive and coherent policy regarding certain uses in the City, and intends to promote community development through stability, predictability and balanced growth which will further the prosperity of the City as a whole;

WHEREAS, the staff of the City of Villa Rica is in the process of a review and revision of the City of Villa Rica zoning ordinances;

WHEREAS, the staff of the City of Villa Rica requires further time to complete revisions and to research and consider changes to the ordinances prior to advertising and submitting revised proposed ordinances related to the permitted uses, conditional use permit requirements and related development regulations to the Council for consideration;

WHEREAS, out of an abundance of caution, the Council wishes to limit the issuance of any permit applications, rezoning and variance applications associated with multi-family developments for a one hundred eighty (180) day period during such time the City of Villa Rica staff will draft revisions to and complete required advertising for the City of Villa Rica Zoning Ordinance and Development Regulations for approval, consideration and implementation.

NOW THEREFORE BE IT RESOLVED by the City of Villa Rica Council as follows:

Section 1. Findings of Fact. The Council hereby makes the following findings of fact:

- (a) It appears that the City's development ordinances, Zoning Ordinance and/or Comprehensive Land Use Plan require an additional review by the City as these ordinances and policies relate to new construction of multi-family residential developments.
- (b) Substantial disorder, detriment and irreparable harm would result to the citizens, businesses and the City of Villa Rica if the current land use regulation scheme in and for the above-described use in the City were to be utilized by property owners prior to a more thorough review.
- (c) The City's ongoing revision of its code, comprehensive plan and zoning ordinances requires the enactment of a limited cessation of development and building permits, occupation tax permits, and other licenses, permits, rezoning or variances, with respect to the use described in subsection (a) above.
- (d) It is necessary and in the public interest to delay, for a reasonable period of time, the processing of any applications for such developments, to ensure that the design, development and location of the same are consistent with the long-term planning objectives of the City.
- (e) That the Georgia Supreme Court has ruled that limited moratoria are reasonable and do not constitute land use when such moratoria are applied throughout the City under *City of Roswell et al v. Outdoor Systems Inc.*, 274 Ga. 130 (2001).

Section 2. Imposition of Moratorium.

- (a) Effective immediately upon the approval of this Resolution, the Council

hereby issues a moratorium on the acceptance of applications and issuing land disturbance and other permits, variances and rezoning for activities associated with multi-family housing developments within the City of Villa Rica and issues a moratorium on accepting any variances or rezoning applications for multi-family housing developments.

(b) The Council hereby enacts a moratorium on the establishment of any additional new construction or permitting of multi-family housing developments, and the acceptance by the staff of the City of Villa Rica of applications of any kind for or related to any new construction of multi-family housing developments.

(c) This moratorium will be for an initial period of time of one hundred eighty (180) days from the date of the adoption of this Resolution.

(d) As a result of this Resolution, the Community Development Department, Planning and Zoning Division, its Director, agents and employees, are directed not to accept applications or issue any new land disturbance permits issued for activities associated with any multi-family housing developments within the City of Villa Rica.

(e) The City of Villa Rica staff, including the members of the Community Development Departments, along with the assistance of the City Attorney, are directed to continue their efforts to review and provide suggestions for revisions to the City of Villa Rica Zoning Ordinances for activities associated with any multi-family housing developments.

(f) The duration of this moratorium shall be until the City adopts a revision of the Code of Ordinance of the City of Villa Rica related to the above referenced uses or until one hundred eighty (180) days has elapsed, whichever first occurs.

(g) This moratorium shall be effective as of the date of adoption of this Resolution.

(h) This moratorium shall have no effect upon approvals or permits previously issued or as to development plans previously approved by the City that expressly allow multi-family development. The provisions of this Resolution shall not affect the issuance of permits or site plan reviews that have received preliminary or final approval by the City on or before the effective date of this Resolution.

(i) As of the effective date of this Resolution, no applications for development or permits or for any other purposes related to the use described in subsection (a) above shall be accepted by any agent, employee or officer of the City with respect to any property in the City of Villa Rica, and any permit so accepted for filing will be deemed in error, null and void and of no effect

whatsoever and shall constitute no assurance whatsoever of any right to engage in any act, and any action in reliance on any such permit shall be unreasonable.

Section 3. Exemption.

- (a) The following procedures shall be put in place immediately.
- (b) During the term of this moratorium, any person may file an application for exemption from this moratorium with the Community Development Department. The written application for exemption from this moratorium shall include all supporting data, documents and facts, and must be verified by the applicant. The Director of the Community Development Department will review all such verified facts and circumstances which the applicant feels substantiates a claim for vested rights under the City's Zoning Ordinance and/or the grant of an exemption to this moratorium. The Council may consider the general terms of the proposed development, the proposed use, the proposed development plans, the benefits of the proposed development to the City, and the comprehensive land use plan for the City in deciding upon a requested exemption.
- (c) Should the Council grant such exemption, the staff of the City may accept and process an application for the proposed use. However, the grant of an exemption from this moratorium in no way confers any rights upon the applicant or the exempted plans, applications or requests.
- (d) Any exemption granted by the Council shall not constitute final approval of such plans or requests by the City. Any granted exemption shall merely grant the City staff the ability to accept and process the subject application in accordance with all City Ordinances and Regulations, State and Federal laws.

Section 4. Intent.

- (a) It is hereby declared to be the intention of the Council that all sections, paragraphs, sentences, clauses and phrases of this Ordinance are and were, upon their enactment, believed by the Council to be fully valid, enforceable and constitutional.
- (b) It is hereby declared to be the intention of the Council that, to the greatest extent allowed by law, each and every section, paragraph, sentence, clause or phrase of this Resolution is severable from every other section, paragraph, sentence, clause or phrase of this Resolution. It is hereby further declared to be the intention of the Council that, to the greatest extent allowed by law, no section, paragraph, sentence, clause or phrase of this Resolution is mutually dependent upon any other section, paragraph, sentence, clause or phrase of this Resolution.

(c) In the event that any phrase, clause, sentence, paragraph or section of this Resolution shall, for any reason whatsoever, be declared invalid, unconstitutional or otherwise unenforceable by the valid judgment or decree of any court of competent jurisdiction, it is the express intent of the Council that such invalidity, unconstitutionality or unenforceability shall, to the greatest extent allowed by law, not render invalid, unconstitutional or otherwise unenforceable any of the remaining phrases, clauses, sentences, paragraphs or sections of the Resolution and that, to the greatest extent allowed by law, all remaining phrases, clauses, sentences, paragraphs and sections of the Resolution shall remain valid, constitutional, enforceable, and of full force and effect.

Section 5. All Resolutions or parts of Resolutions in conflict with this Resolution are, to the extent of such conflict, hereby repealed.

Section 6. The preamble of this Resolution shall be and is hereby incorporated by reference as if fully set out herein.

Section 7. This Resolution shall be effective on the date of its approval by the Council.

SO RESOLVED this ____ day of _____, 2024.

CITY OF VILLA RICA

By: _____
Leslie McPherson, Mayor

Attest:

Theresa Campbell, Clerk



VILLA RICA's *renaissance*

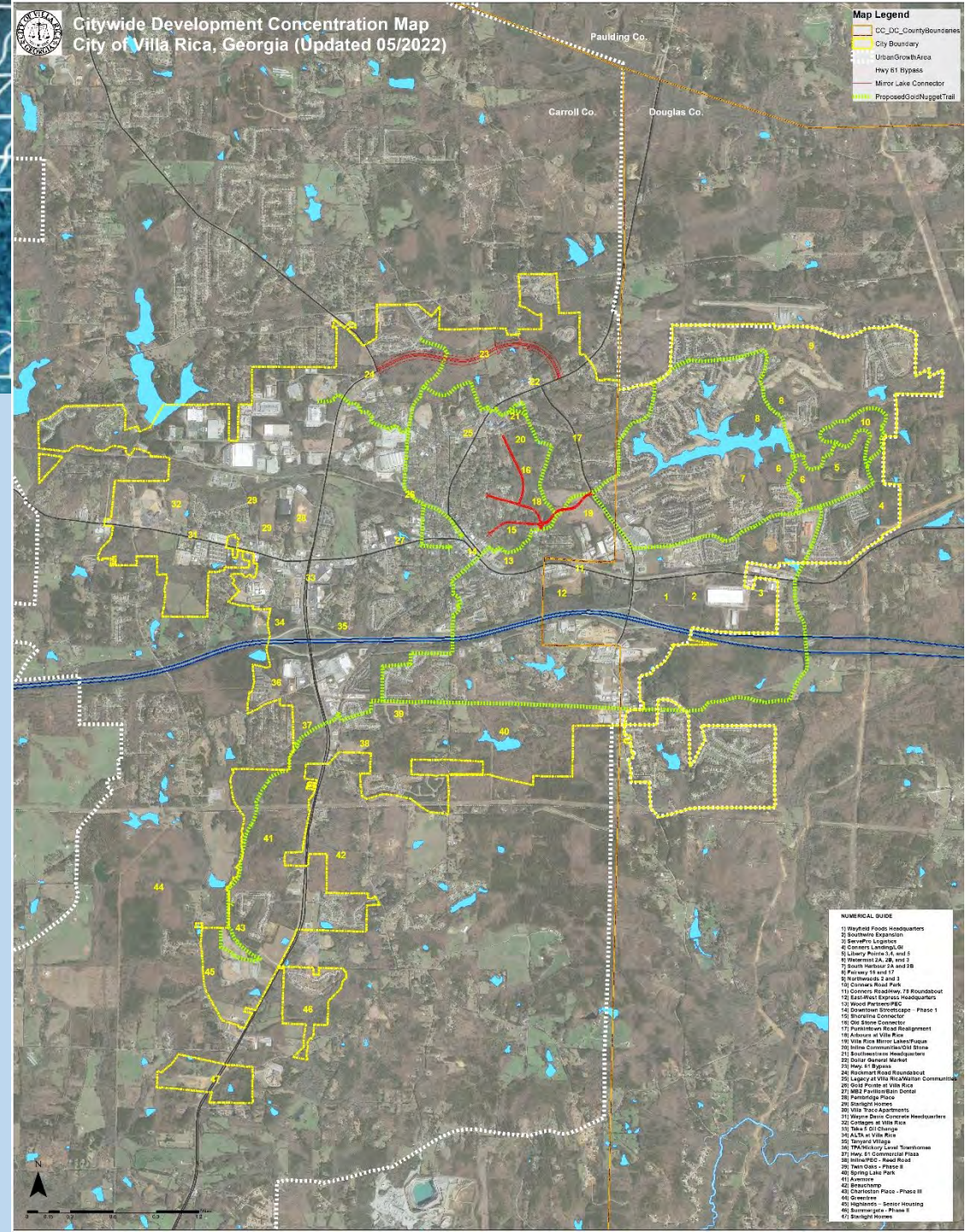
2025 Growth Outlook

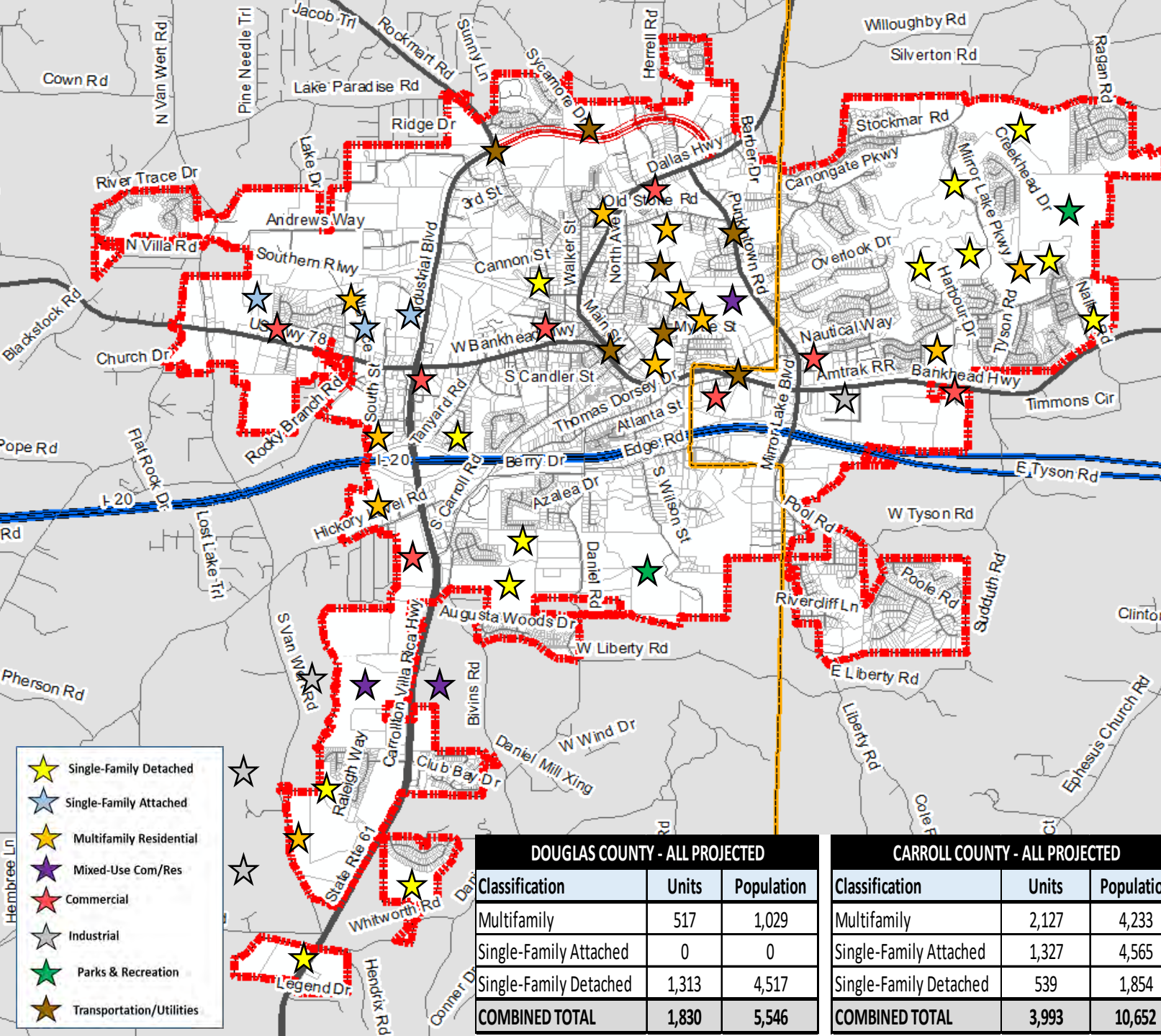


DOUGLAS COUNTY



- 1) Wayfield Foods Headquarters
- 2) Southwire Expansion
- 3) ServePro Logistics
- 4) Conners Landing/LGI
- 5) Liberty Pointe 3,4, and 5
- 6) Tract 1 – Conners Road
- 7) Watermist 2A, 2B, and 3
- 8) South Harbour 2A and 2B
- 9) Fairway 16 and 17
- 10) Northwoods 2 and 3
- 11) Conners Road Park
- 12) Connors Road/Hwy. 78 Roundabout
- 13) East-West Express Headquarters
- 14) Wood Partners/PEC
- 15) Downtown Streetscape – Phase 1
- 16) Shoreline Connector
- 17) Old Stone Connector
- 18) Punkintown Road Realignment
- 19) Arbours at Villa Rica
- 20) Villa Rica Mirror Lakes/Fuqua
- 21) Inline Communities
- 22) VERIDA Headquarters
- 23) Hwy. 61 Bypass
- 24) Rockmart Road Roundabout
- 26) Legacy at Villa Rica/Walton Communities
- 26) Gold Pointe at Dogwood
- 27) MB2 Pavilion/Bain Dental
- 28) Pembroke Place/Rockhaven
- 29) Starlight Homes
- 30) Villa Trace Apartments
- 31) Wayne Davis Concrete Headquarters
- 32) Cottages at Villa Rica
- 33) Take 5 Oil Change
- 34) ALTA at Villa Rica
- 35) Tanyard Village
- 36) TPA/Hickory Level Townhomes
- 37) Hwy. 61 Commercial Plaza
- 38) Inline Communities/Reed Road
- 39) Twin Oaks - Phase II
- 40) Spring Lake Park
- 41) Avemore
- 42) Beauchamp
- 43) Charleston Place - Phase III
- 44) Greentree
- 45) Highlands – Senior Housing
- 46) Summergate - Phase II
- 47) Evergreen/Starlight Homes





New Development Matrix					
ID#	Project Name	Classification	Acreage	Units/Square Footage	Restrictions
1	Wayfield Foods Headquarters	Commercial	6.23	17,345	-
2	Southwire Expansion	Industrial	36.83	237,600	-
3	ServPro Logistics Facility	Industrial	10.81	75,000	-
4	Conners Landing	Single-Family Detached	62.76	196	-
5	Liberty Pointe	Single-Family Detached	47.30	298	-
6	Tract 1 - Conners Road	Multifamily	25.89	259	-
7	Watermist III	Multifamily	26.86	268	-
7	Watermist 2A and 2B	Single-Family Detached	63.93	105	-
8	South Harbor 2A and 2B	Single-Family Detached	62.54	84	-
9	Fairway 16 and 17	Single-Family Detached	59.23	209	-
10	Northwoods 2 and 3	Single-Family Detached	117.32	259	-
11	Conners Road Park	Parks/Recreation	159.30	-	-
12	Conners Road/Hwy. 78 Roundabout	Transportation Improvement Project	-	-	-
13	East-West Express Headquarters	Commercial	33.50	18,000	-
14	Wood Partners/PEC	Multifamily	24.90	300	-
15	Downtown Streetscape - Phase I	Transportation Improvement Project	-	-	-
16	Mirror Lake Connector	Transportation Improvement Project	-	-	-
17	Arbors of Villa Rica	Multifamily	13.46	192	192 - Income
18	Villa Rica Mirror Lakes/Fuqua	Commercial	60.07	75,000	-
	Villa Rica Mirror Lakes/Fuqua	Multifamily	-	208	-
	Villa Rica Mirror Lakes/Fuqua	Single-Family Attached	-	255	-
19	Old Stone Connector	Transportation Improvement Project	-	-	-
20	Punkintown Realignment	Transportation Improvement Project	-	-	-
21	Inline Communities/Old Stone	Multifamily	61.93	302	-
	Inline Communities/Old Stone	Single-Family Attached	-	152	152 - Age
	Inline Communities/Old Stone	Single-Family Detached	-	91	91 - Age
22	Verida Headquarters	Commercial	13.80	36,000	-
23	Highway 61 Bypass	Transportation Improvement Project	-	-	-
24	Rockmart Road Roundabout	Transportation Improvement Project	-	-	-
25	Legacy at Wilton Trail	Multifamily	6.40	233	Age - 90/Income - 233
26	Gold Pointe at Dogwood	Single-Family Detached	5.10	15	-
27	MB2 Pavilion/Bain Dental	Commercial	4.15	18,316	-
28	Pembridge Place/Rockhaven	Single-Family Attached	21.75	210	-
29	Starlight Homes	Single-Family Attached	29.21	268	-
30	Villa Trace Apartments	Multifamily	12.49	64	-
31	Wayne Davis Concrete Headquarters	Commercial	2.07	12,200	-
32	Cottages at Villa Rica	Single-Family Attached	32.12	181	-
33	Take 5 Oil Change	Commercial	0.56	1,475	-
34	ALTA at Villa Rica	Multifamily	16.06	305	-
35	Tanyard Village	Single-Family Detached	20.04	34	-
36	TPA/Hickory Level Townhouses	Single-Family Attached	12.69	110	-
37	Hwy. 61 Commercial Parcels/Kroger Hole	Commercial	50.31	14 Outparcels	-
38	Inline Communities/Reed Road	Single-Family Detached	75.00	181	-
39	Twin Oaks - Phase II	Single-Family Detached	24.82	66	-
40	Spring Lake Park	Parks/Recreation	103.00	-	-
41	Avmore	Single-Family Detached	192.09	222	-
	Avmore	Multifamily - Senior	-	300	300 - Age
	Avmore	Commercial	-	145,550	-
	Avmore	Multifamily	-	233	-
	Avmore	Single-Family Attached	-	70	-
42	Beauchamp	Commercial	65.00	-	-
	Beauchamp	Single-Family Detached	-	-	-
43	Charleston Place - Phase III	Single-Family Detached	19.42	53	-
44	Greentree/Tolbert - Unincorporated	Industrial	600.00	-	-
45	Summergate - Phase II	Single-Family Detached	52.63	60	-
46	Highlands	Multifamily	67.14	60	60 - Age
47	Evergreen/Starlight Homes	Single-Family Detached	92.08	318	-

DOUGLAS COUNTY - ALL PROJECTED			CARROLL COUNTY - ALL PROJECTED		
Classification	Units	Population	Classification	Units	Population
Multifamily	517	1,029	Multifamily	2,127	4,233
Single-Family Attached	0	0	Single-Family Attached	1,327	4,565
Single-Family Detached	1,313	4,517	Single-Family Detached	539	1,854
COMBINED TOTAL	1,830	5,546	COMBINED TOTAL	3,993	10,652

NEW HOUSING UNITS

Douglas County: 1,830

Carroll County: 3,993

UNDER CONSTRUCTION

Douglas: 342 Carroll: 422

IN PLAN REVIEW

Douglas: 259 Carroll: 334

MIRROR LAKE

P.U.D.

CITY OF VILLA RICA
CARROLL & DOUGLAS COUNTY, GEORGIA

REVISED MASTER PLAN

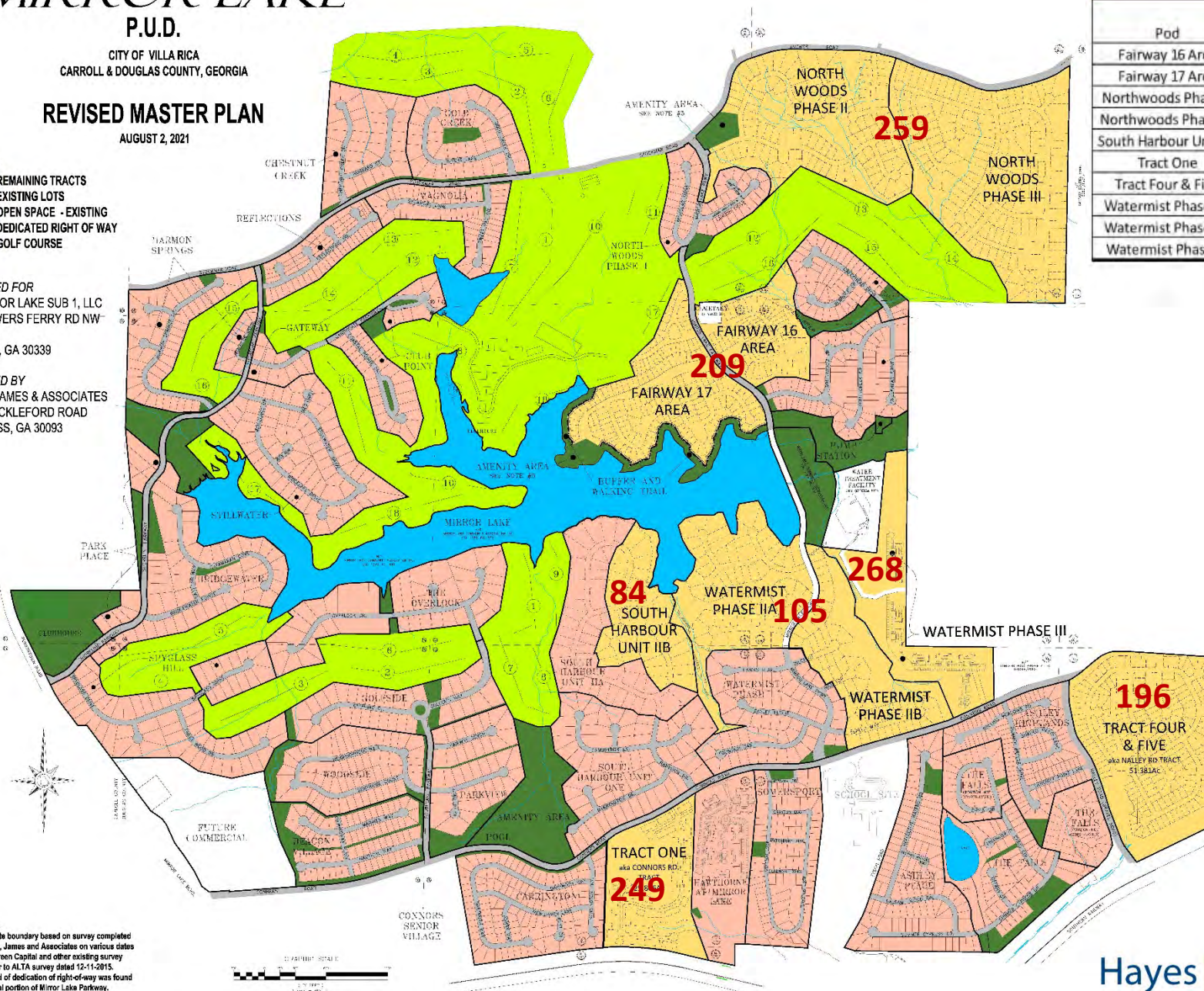
AUGUST 2, 2021

LEGEND

- REMAINING TRACTS
- EXISTING LOTS
- OPEN SPACE - EXISTING
- DEDICATED RIGHT OF WAY
- GOLF COURSE

PREPARED FOR
JLC MIRROR LAKE SUB 1, LLC
6300 POWERS FERRY RD NW
STE 600
ATLANTA, GA 30339

PREPARED BY
HAYES, JAMES & ASSOCIATES
4145 SHACKLEFORD ROAD
NORCROSS, GA 30093



- REFERENCES:
1. Composite boundary based on survey completed by Hayes, James and Associates on various dates for Fairgreen Capital and other existing survey data prior to ALTA survey dated 12-11-2015.
 2. No record of dedication of right-of-way was found for central portion of Mirror Lake Parkway.

Undeveloped Portions of Land

Pod	Min Lot Width (ft)	Land Use	Available Acreage (AC)	Min Lot Size (sft)	Dwelling Per Acre	Maximum Total Lots
Fairway 16 Area	50	Cluster	17.55	6,000-7,000	3.8	66
Fairway 17 Area	60	High Den.	41.16	7,500	3.7	152
Northwoods Phase II	70	Med. Res.	51.31	8,000	2.0	105
Northwoods Phase III	70	Med. Res.	66.39	8,000	2.3	154
South Harbour Unit IIB	90	Med. Res.	19.57	10,000	1.8	36
Tract One	n/a	MF	24.89	-	10.0	249
Tract Four & Five	50	High Den.	51.38	6,000	3.3	172
Watermist Phase IIA	70	Med. Res.	36.17	8,000	1.5	56
Watermist Phase IIB	70	Med. Res.	27.76	8,000	1.8	49
Watermist Phase III	n/a	MF	26.86	6,000	10.0	268

SINGLE FAMILY TOTAL PROPOSED : 790 LOTS

MULTIFAMILY TOTAL PROPOSED: 517 LOTS

MAXIMUM TOTAL PROPOSED: 1,307 LOTS

MAXIMUM TOTAL LOTS FOR MIRROR LAKE: 3,289 LOTS

1,370 new housing units in Mirror Lake alone !!

- Multifamily Units – 517
- Single Family Detached – 853

“All but two developments (Tract One and Watermist III) should be complete or under construction within the next 24 months.”

We’ll look further into population projections and student enrollment later in the presentation.

Hayes | James

2025 POPULATION GROWTH FORECAST

2020 Census Population: 16,970 (based on Georgia Office of Redistricting)

Douglas County – 7,264 Carroll County – 9,706

2022 Population Estimate: 18,319 (based on 01/2020 - 01/2022 Residential COs)

Douglas – 7,897 Carroll: 10,422

DOUGLAS COUNTY - 2020-2022		
Classification	New Units	Population
Multifamily	0	0
Single-Family Attached	0	0
Single-Family Detached	184	633
COMBINED TOTALS	184	633

CARROLL COUNTY 2020-2022		
Classification	New Units	Population
Multifamily	0	0
Single-Family Attached	0	0
Single-Family Detached	208	716
COMBINED TOTALS	208	716

2025 Population Estimate: 30,490

Douglas – 11,836 Carroll: 19,015

(based on Permitted Construction – 12,532 POP. INCREASE)

DOUGLAS COUNTY - 2022-2025		
Classification	New Units	Population
Multifamily	268	533
Single-Family Attached	0	0
Single-Family Detached	990	3,406
COMBINED TOTALS	1,258	3,939

CARROLL COUNTY 2022-2025		
Classification	New Units	Population
Multifamily	1,214	4,176
Single-Family Attached	1,076	3,701
Single-Family Detached	240	716
COMBINED TOTALS	2,530	8,593

COMBINED UNITS UNDER CONSTRUCTION/PERMITTING/PLAN REVIEW: 3,788 NEW HOUSING UNITS

DENSITY DISTRBUCTIONS

Douglas County – 1,507 New Units

Carroll County – 2,432 New Units

POPULATION CALCULATIONS

Multifamily – 1.99 persons/unit

Single-Family Attached – 3.44 persons/unit

Single-Family Detached – 3.44 persons/unit

ALL RESIDENTIAL PROJECTS PROJECTED

Classification	Units	Population
Multifamily	2,644	5,262
Single-Family Attached	1,327	4,565
Single-Family Detached	1,852	6,371
COMBINED TOTAL	5,823	16,198

New Development Matrix

CARROLL COUNTY

Project Name	Classification	Acreage	Units	Restrictions?	Status	County	Sale/Rent	24-Month Buildout
Legacy at Walton Park	Multifamily	6.40	233	Income and Age	Completed (Phase 1) - 90 Units	Carroll County	Rent	143
Arbours of Villa Rica	Multifamily	13.46	192	Income	Under Construction	Carroll County	Rent	192
Gordon Street East - Woodall/PEC	Multifamily	24.88	300	-	Zoned - Concept Approved	Carroll County	Rent	-
Inline Communities/Old Stone	Multifamily	61.93	302	-	Zoned - Concept Approved	Carroll County	Rent	302
Villa Trace Apartments	Multifamily	12.49	64	-	Zoned - Concept Approved	Carroll County	Rent	64
Avemore	Multifamily	-	233	-	Zoned - Concept Approved	Carroll County	Rent	-
Villa Rica Mirror Lakes - Fuqua	Multifamily	-	208	-	Under Construction	Carroll County	Rent	208
ALTA at Villa Rica	Multifamily	16.06	305	-	Under Construction	Carroll County	Rent	305
Avemore	Multifamily - Senior	-	290	Age	Zoned - Concept Approved	Carroll County	Rent	-
Rivershire Place (behind CCFD)	Single-Family Attached	21.75	210	-	Under Construction	Carroll County	Sale	210
Hickory Level Townhouses	Single-Family Attached	12.69	110	-	Under Construction	Carroll County	Sale	110
Villa Rica Mirror Lakes	Single-Family Attached	-	255	-	Under Construction	Carroll County	Sale	255
Inline Communities/Old Stone	Single-Family Attached	-	52	Age	Zoned - Concept Approved	Carroll County	Sale	52
Avemore	Single-Family Attached	-	70	-	Zoned - Concept Approved	Carroll County	Sale	-
Inline Communities/Reed Road	Single-Family Attached	75.00	181	-	Zoned - Concept Approved	Carroll County	Sale	181
Cottages at Villa Rica	Single-Family Attached	32.12	181	Age	Zoned - Concept Plan Approved	Carroll County	Rent	-
Starlight Homes	Single-Family Attached	29.21	268	-	Under Construction	Carroll County	Sale	268
Beauchamp	Single-Family Detached	-	-	-	Unincorporated	Carroll County	Sale	-
Buildmore/White Street	Single-Family Detached	5.10	15	-	Completed	Carroll County	Sale	15
Tanyard Village	Single-Family Detached	20.04	34	-	Under Construction	Carroll County	Sale	15
Charleston Place - Phase III	Single-Family Detached	19.42	53	-	Under Construction	Carroll County	Sale	53
Inline Communities/Old Stone	Single-Family Detached	-	91	Age	Zoned - Concept Approved	Carroll County	Sale	91
Avemore	Single-Family Detached	192.09	220	-	Zoned - Concept Plan Approved	Carroll County	Sale	-
Summergate - Phase III	Single-Family Detached	52.63	60	-	Zoned - Concept Plan Approved	Carroll County	Sale	-
Twin Oaks -Phase II	Single-Family Detached	24.82	66	-	Under Construction	Carroll County	Sale	66

New Development Matrix

DOUGLAS COUNTY

Project Name	Classification	Acreage	Units	Restrictions?	Status	County	Sale/Rent	24-Month Buildout
Conners Road - Tract 1	Multifamily	25.86	249	-	Zoned - Concept Approved	Douglas County	Rent	-
Watermist III	Multifamily	26.86	268	-	Zoned - Concept Approved	Douglas County	Rent	-
Brandywine Lake - Phase 2	Single-Family Detached	41.81	100	-	Completed	Douglas County	Sale	-
Liberty Pointe - Phase I, II, and III	Single-Family Detached	29.71	223	-	Completed	Douglas County	Sale	-
Liberty Pointe - Phase IV and V	Single-Family Detached	29.71	75	-	Under Construction	Douglas County	Sale	75
Conners Landing	Single-Family Detached	62.76	196	-	Under Construction	Douglas County	Sale	196
South Harbor 2A and 2B	Single-Family Detached	62.54	84	-	Under Construction	Douglas County	Sale	84
Watermist 2A and 2B	Single-Family Detached	63.93	105	-	Under Construction	Douglas County	Sale	105
Fairway 16 and 17	Single-Family Detached	59.23	209	-	Zoned - Concept Approved	Douglas County	Sale	209
Northwoods 2 and 3	Single-Family Detached	117.32	259	-	Zoned - In plan review	Douglas County	Sale	259

5,823 New Residential Units

Under Construction, Permitted, or Zoned/Platted

Current Population (2020 Census): 16,970

Projected Population Growth: +16,198

Projection Period End Population: 33,168

3,458 Units currently Under Construction as of 07/2023



IMPACT ON LOCAL SCHOOLS

990 Single-Family Detached Units in Douglas County
517 Multifamily and Townhomes in Douglas County

Projection: 1,389 School-Aged Students (Douglas)

DOUGLAS COUNTY - 2022-2025							
				45%	25%	30%	
		Units	Students	Elem	Middle	High	Total
Apartments		268	80	36	20	24	80
Townhomes		0	0	0	0	0	0
Houses		990	931	419	233	279	931
		1,258	1,011	455	253	303	1,011

1,954 STUDENTS

Based on the number of housing units under construction, issued an LDP, or in plan review.

DOUGLAS COUNTY - ALL PROJECTED							
				45%	25%	30%	
		Units	Students	Elem	Middle	High	Total
Apartments		517	155	70	38	47	155
Townhomes		0	0	0	0	0	0
Houses		1,313	1,234	555	309	370	1,234
		1,830	1,389	625	347	417	1,389

3,188 STUDENTS

Based on the number of housing units under construction, in plan review and have approved zoning and/or concept plans.

539 Single-Family Detached Units in Carroll County**
3,454 Multifamily and Townhomes in Carroll County**

Projection: 1,799 School-Aged Students (Carroll)

** There are 523 multifamily, 233 townhouse units, and 91 single-family detached units that are age restricted and will not contribute to the student population = 847 units.

CARROLL COUNTY 2022-2025							
				45%	25%	30%	
		Units	Students	Elem	Middle	High	Total
Apartments		691*	207	93	52	62	207
Townhomes		843*	691	311	173	207	691
Houses		149*	45	20	11	14	45
		1,683*	943	424	236	283	943

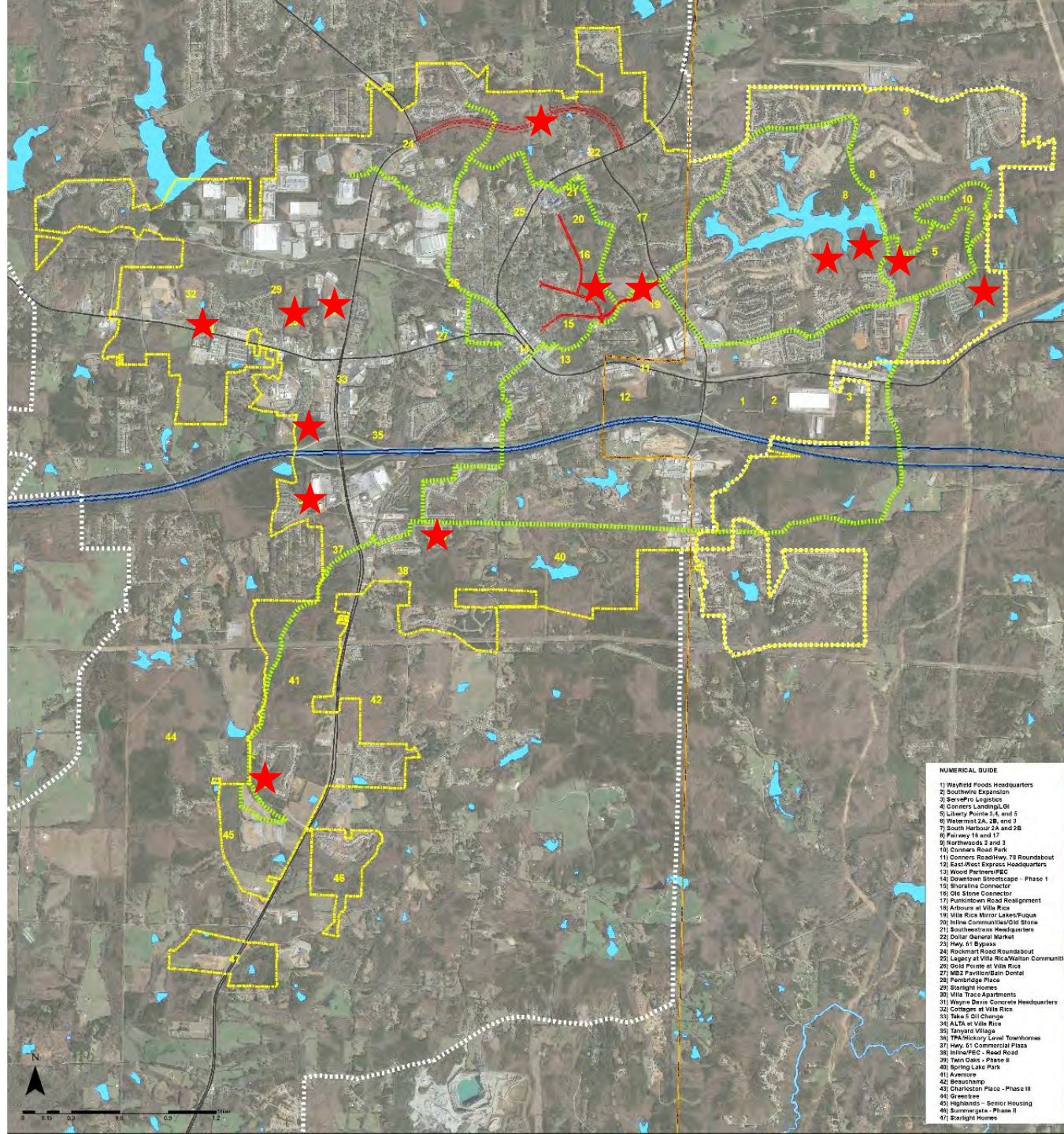
* Excludes 523 MF, 233, TH, and 91 SF Age Restricted Units

CARROLL COUNTY - ALL PROJECTED							
				45%	25%	30%	
		Units	Students	Elem	Middle	High	Total
Apartments		1,604*	481	216	120	144	481
Townhomes		1,094*	897	404	224	251	897
Houses		448*	421	189	105	126	421
		3,146*	1,799	810	450	522	1,799

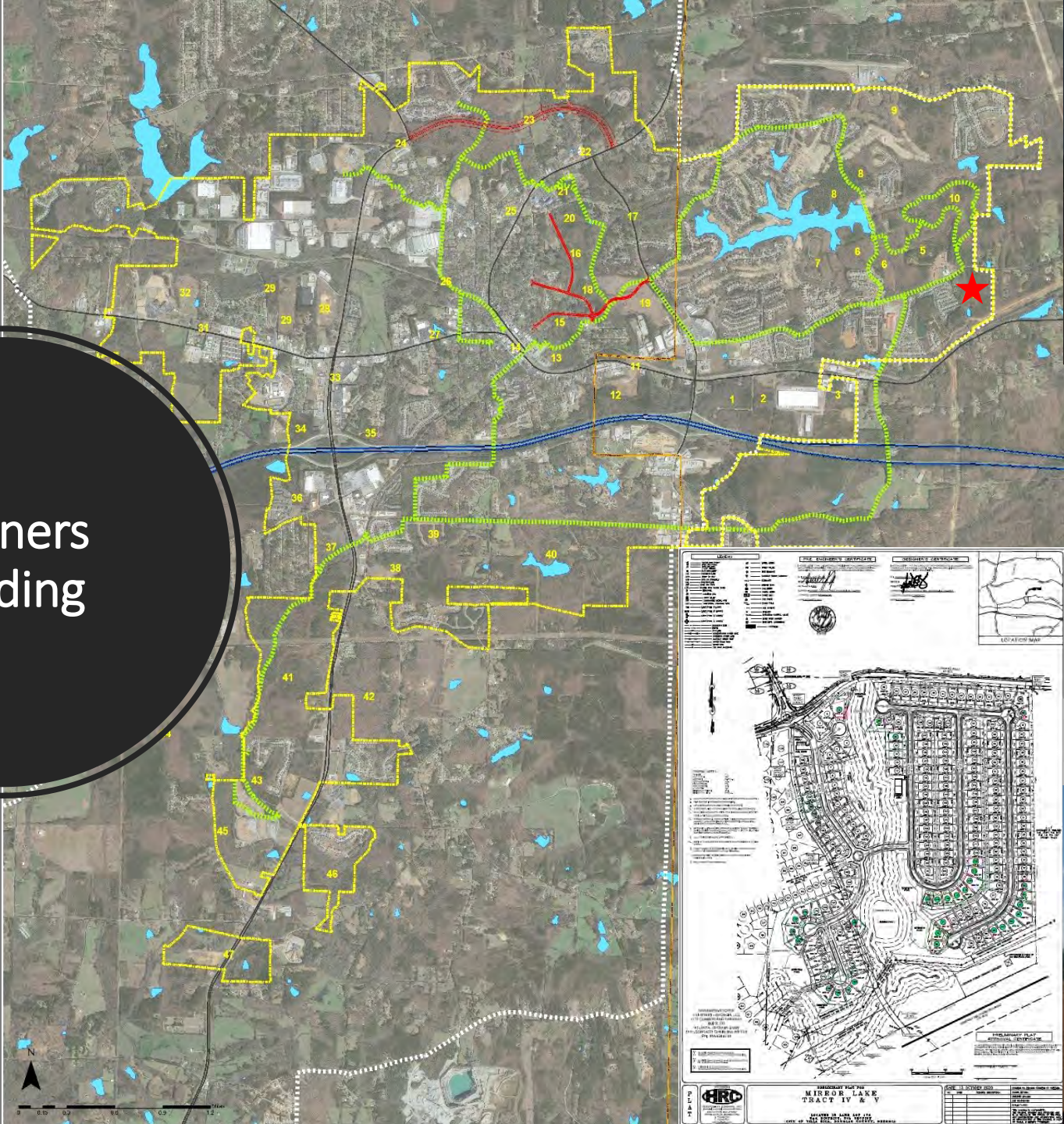
* Excludes 523 MF, 233, TH, and 91 SF Age Restricted Units

Active Development Projects

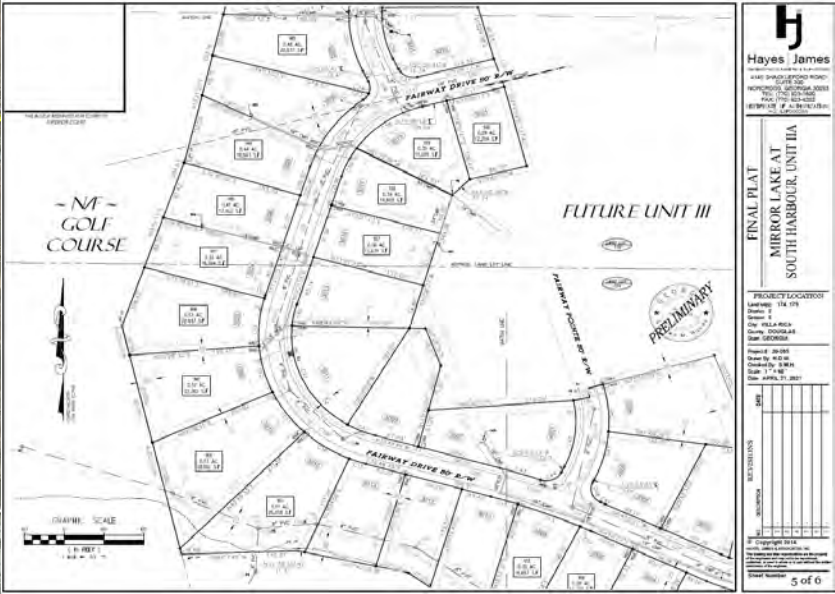
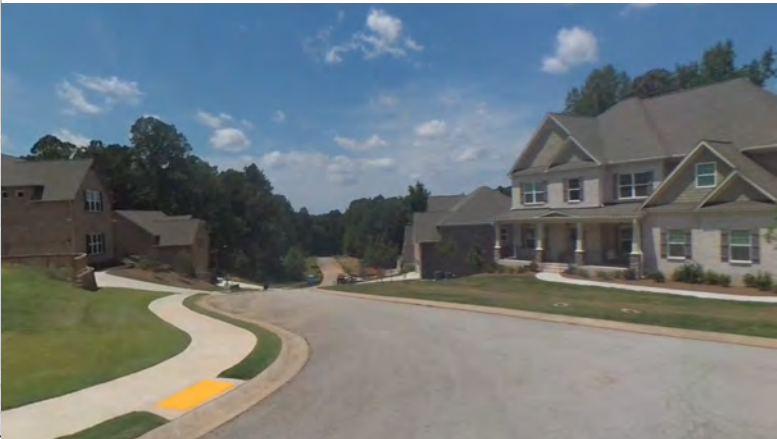
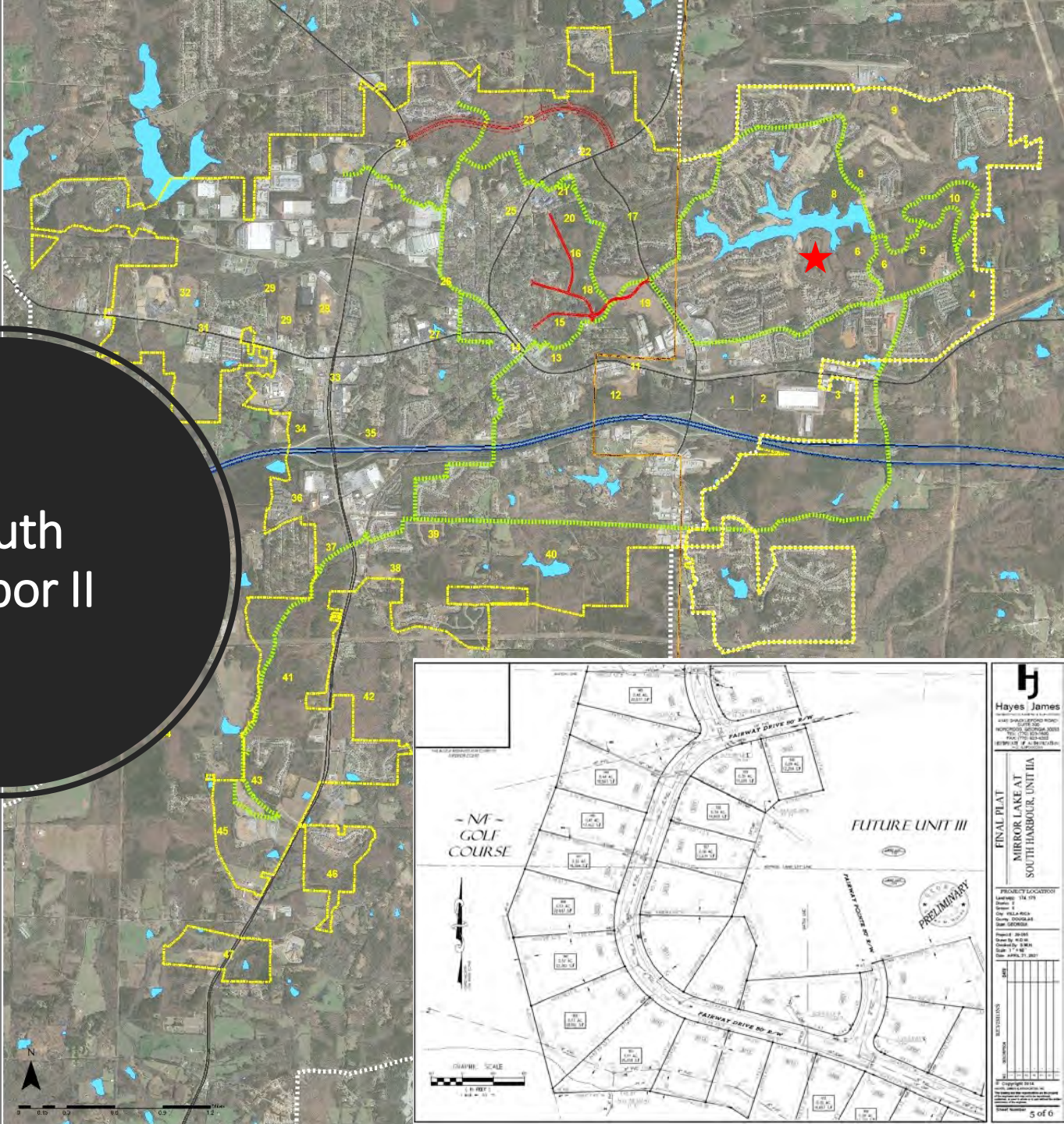
★
Active Development Projects



Conners
Landing

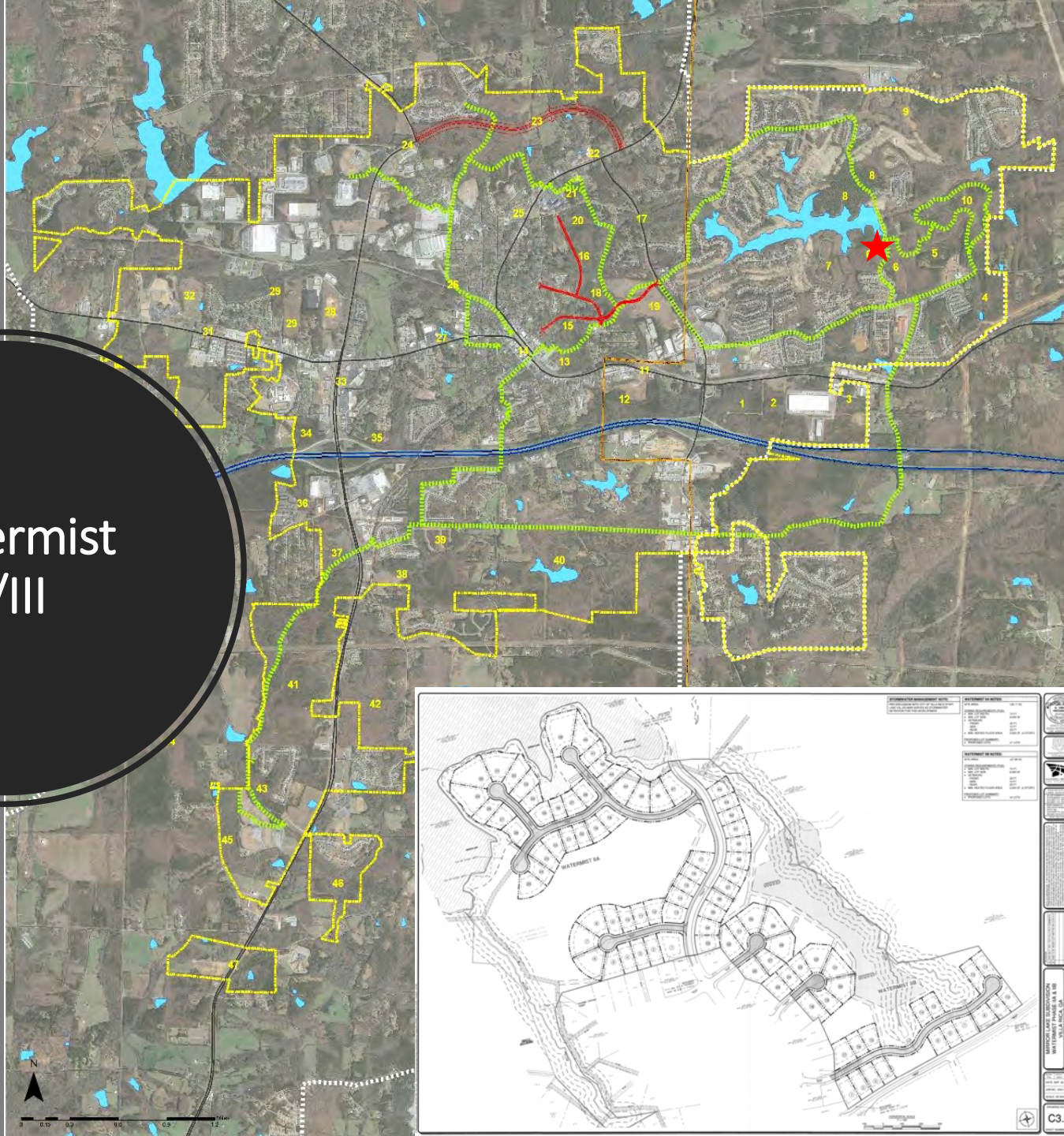


South Harbor II



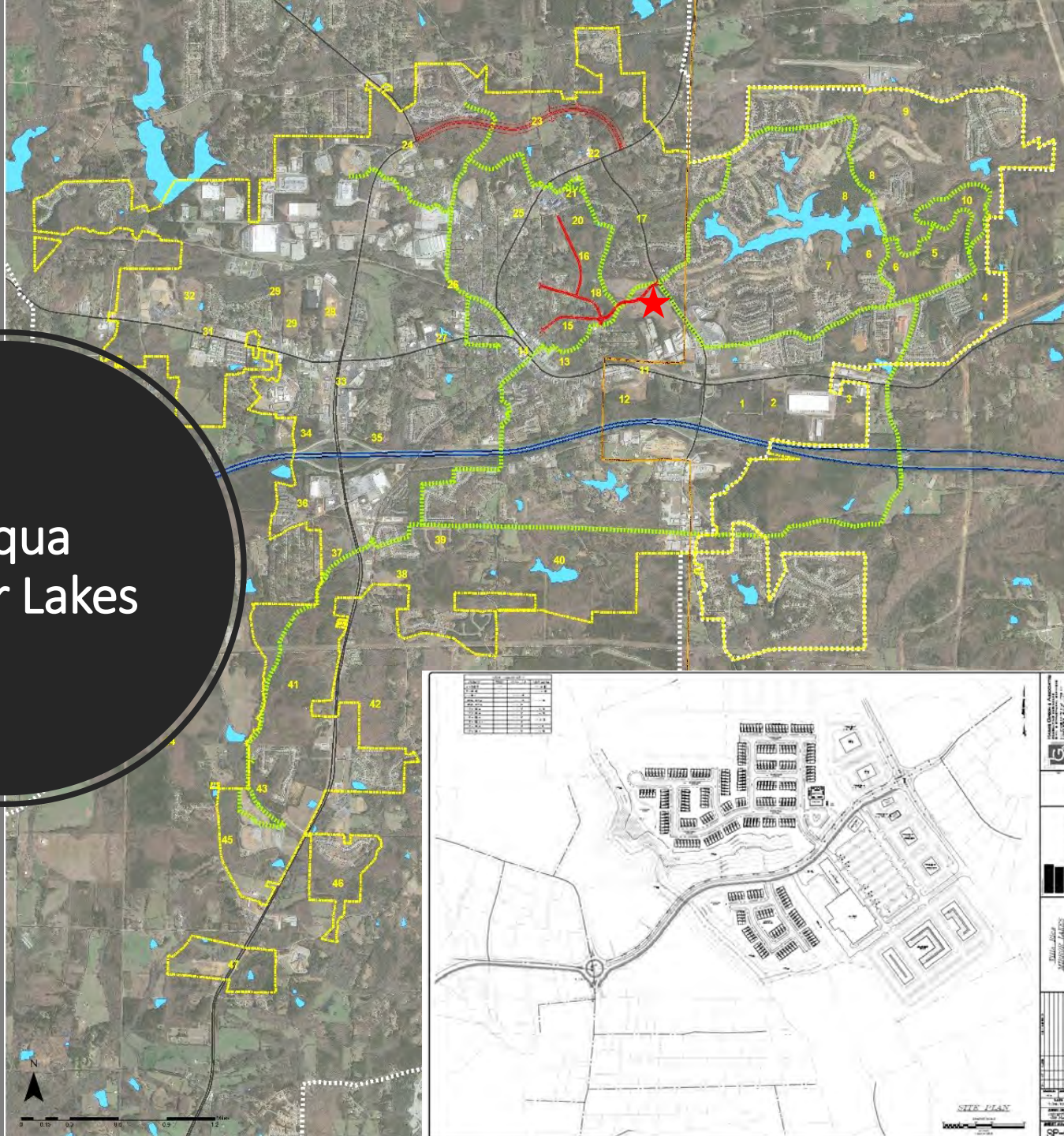
Watermist

II/III

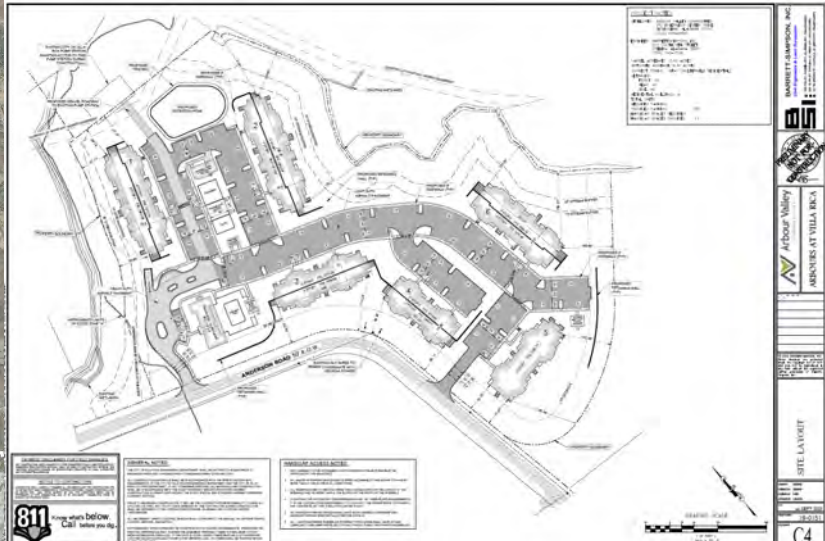
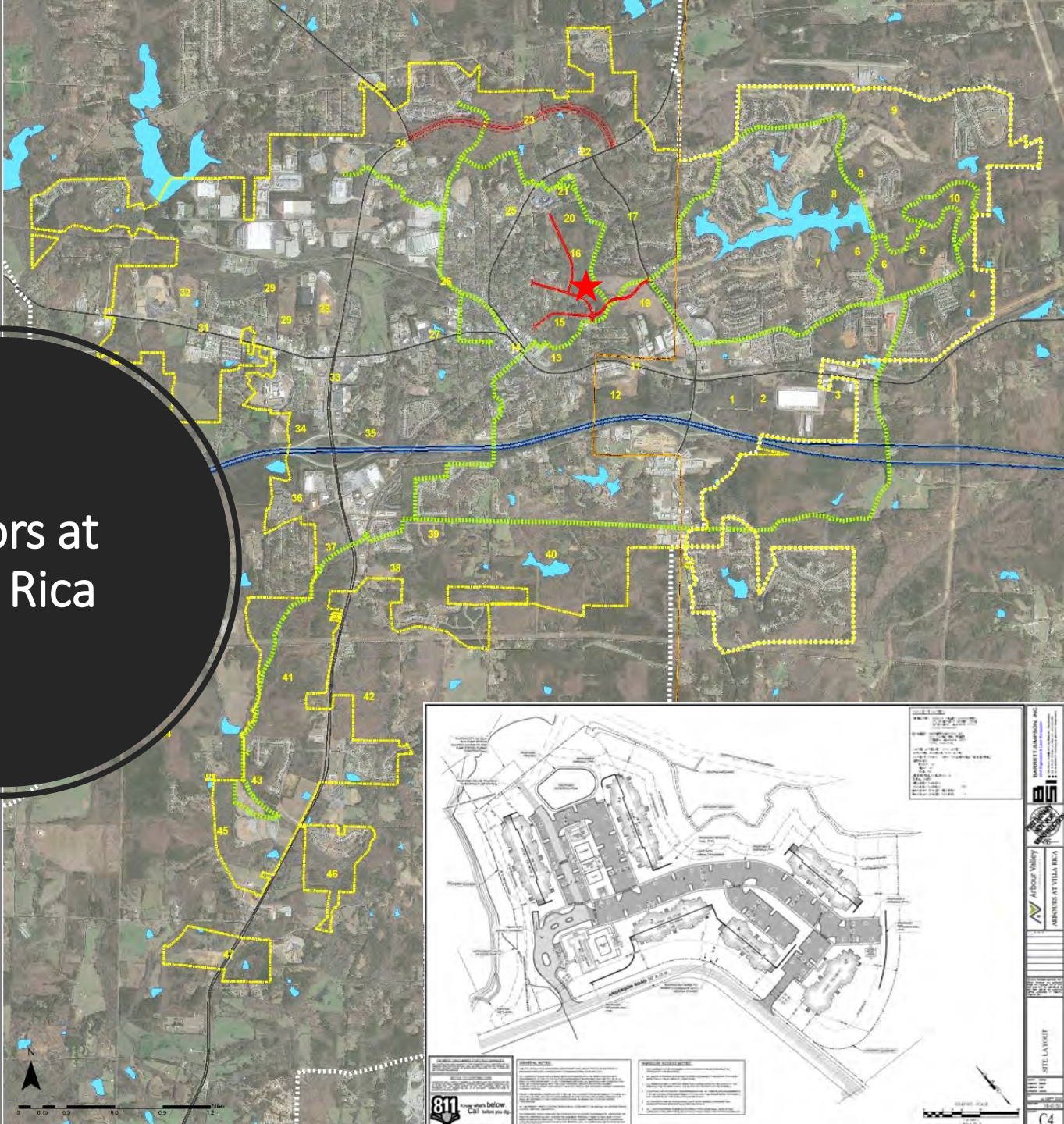


255 Single-Family Attached
208 Multifamily
75,000 sf Commercial

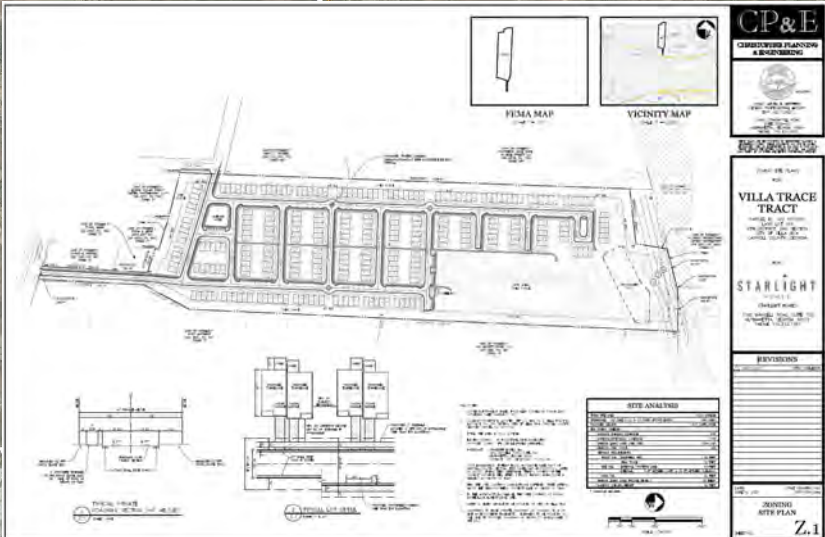
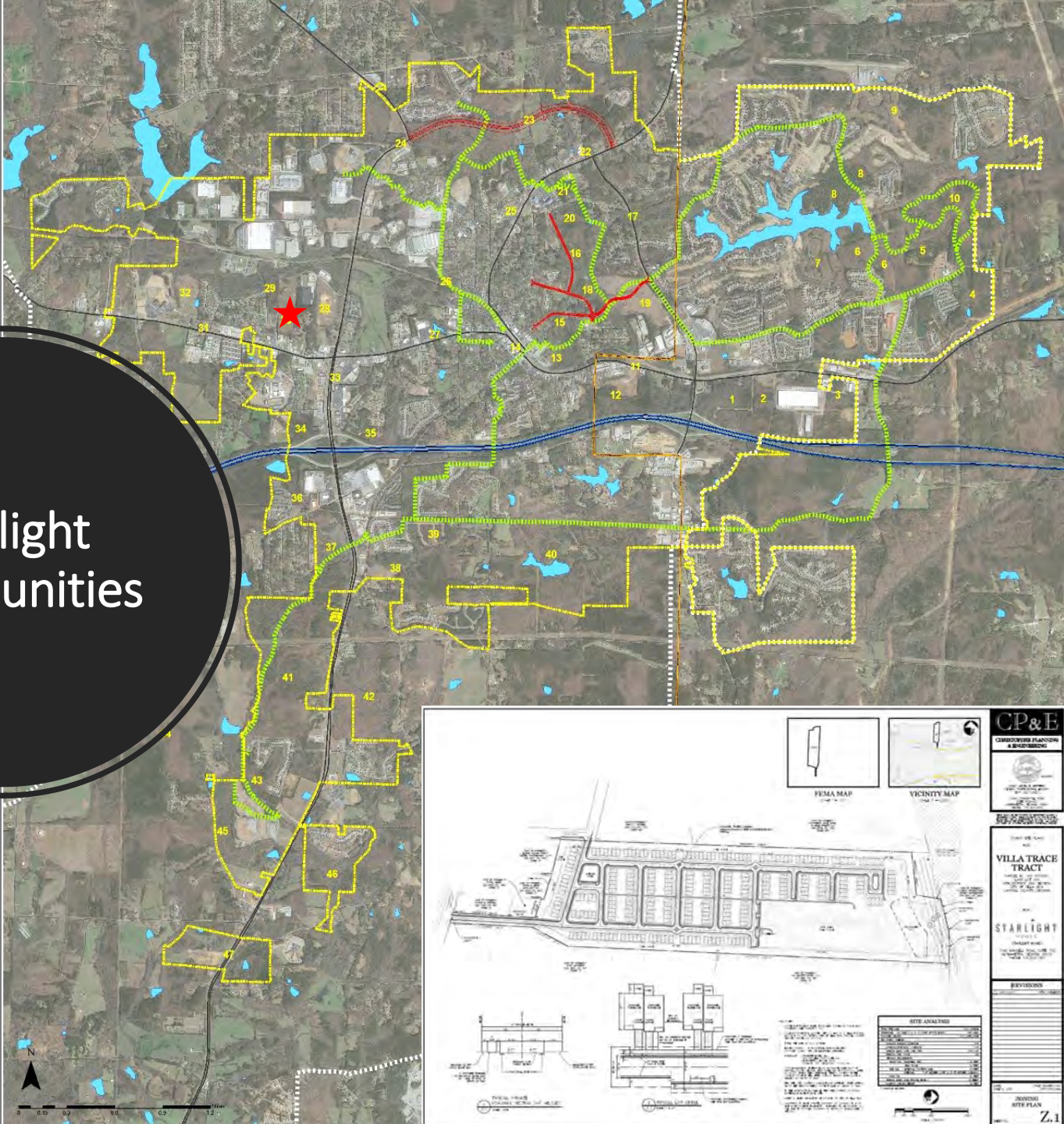
Fuqua Mirror Lakes



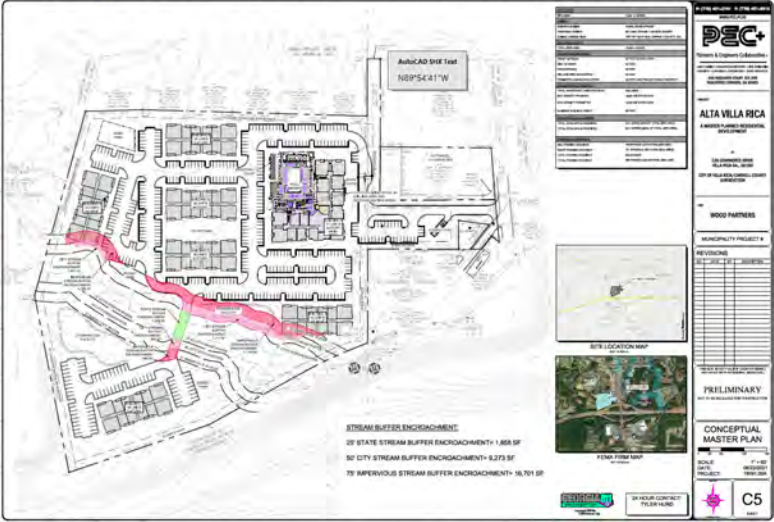
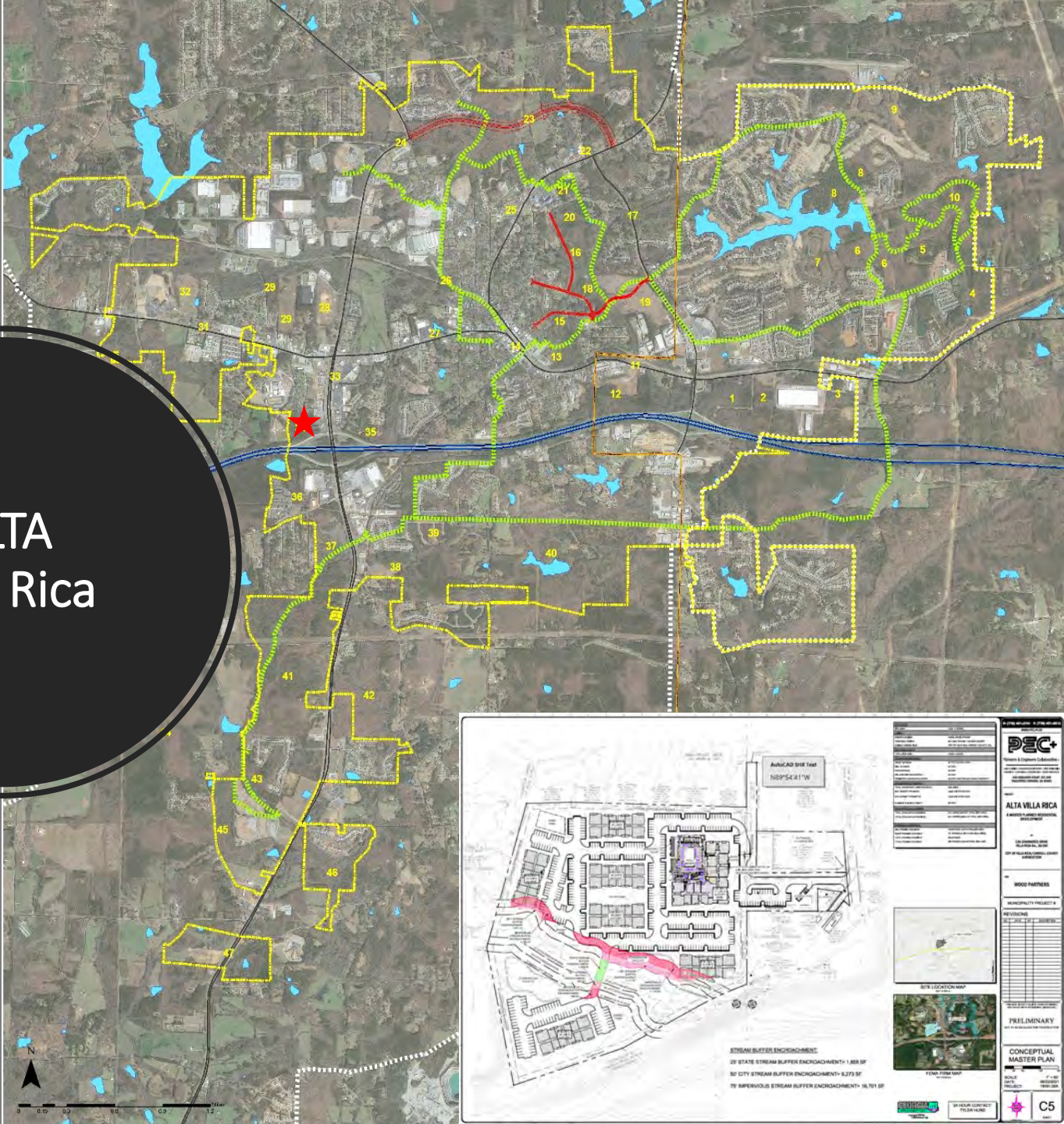
Arbors at
Villa Rica



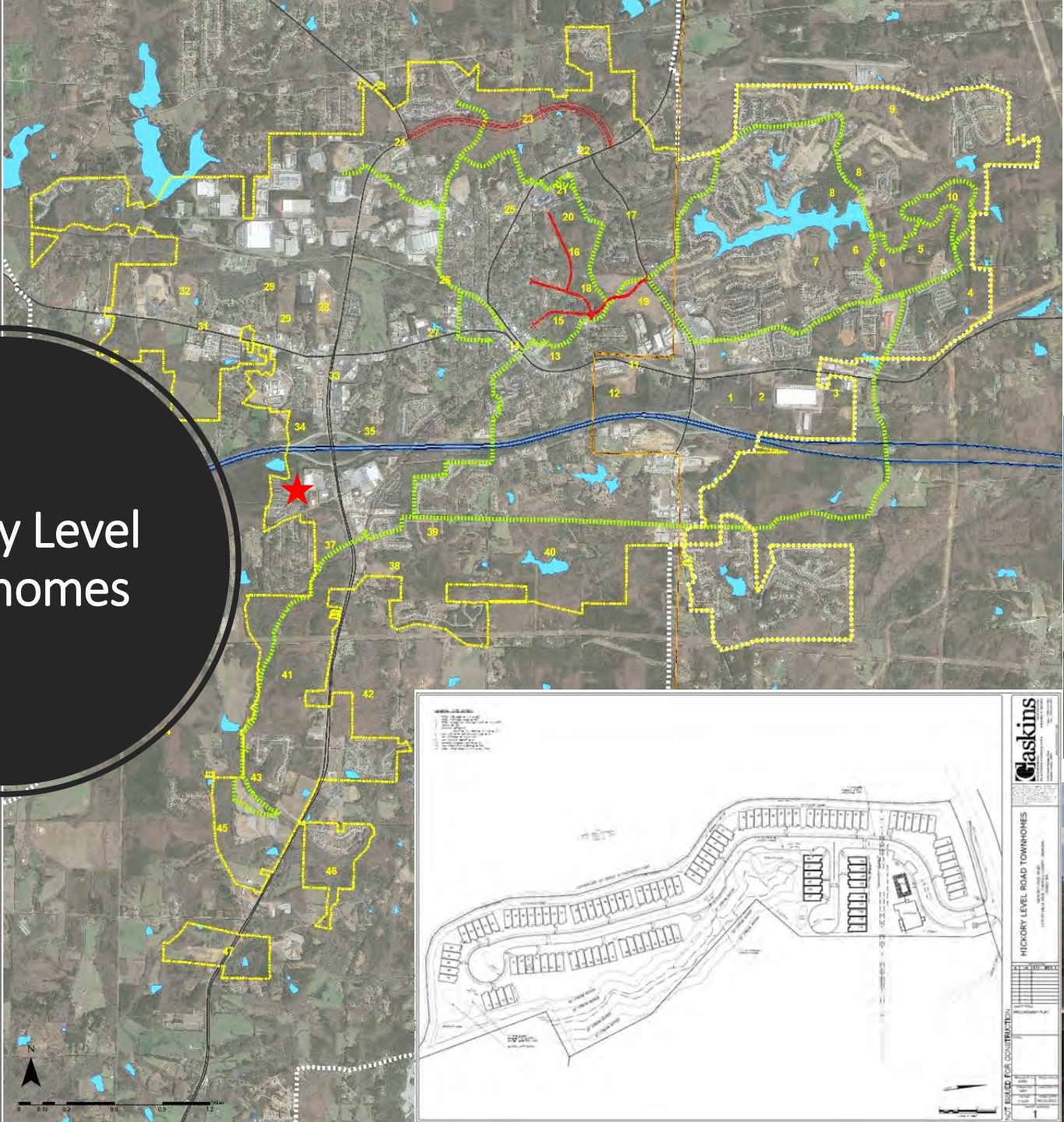
Starlight Communities



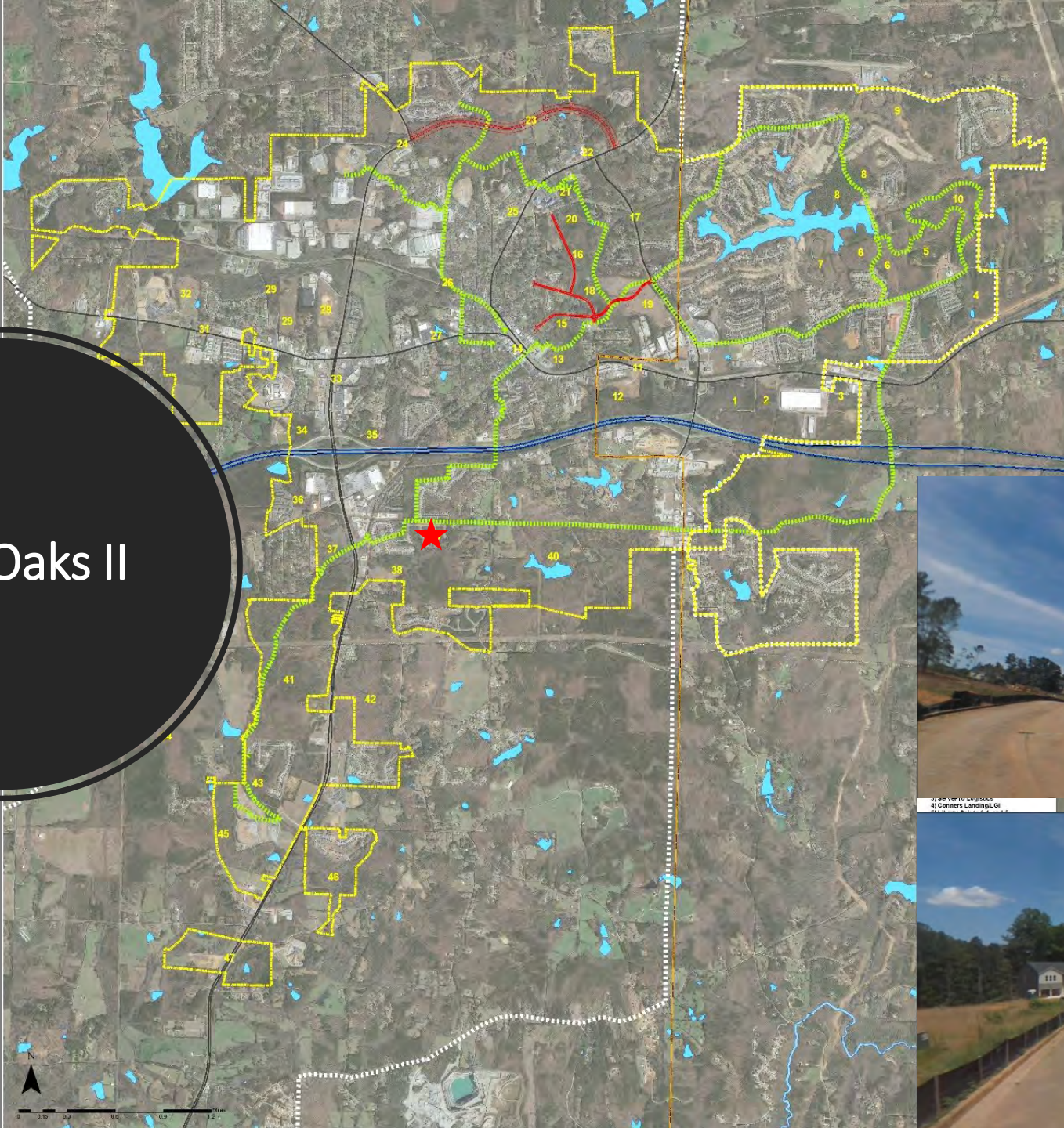
ALTA
Villa Rica



Hickory Level Townhomes

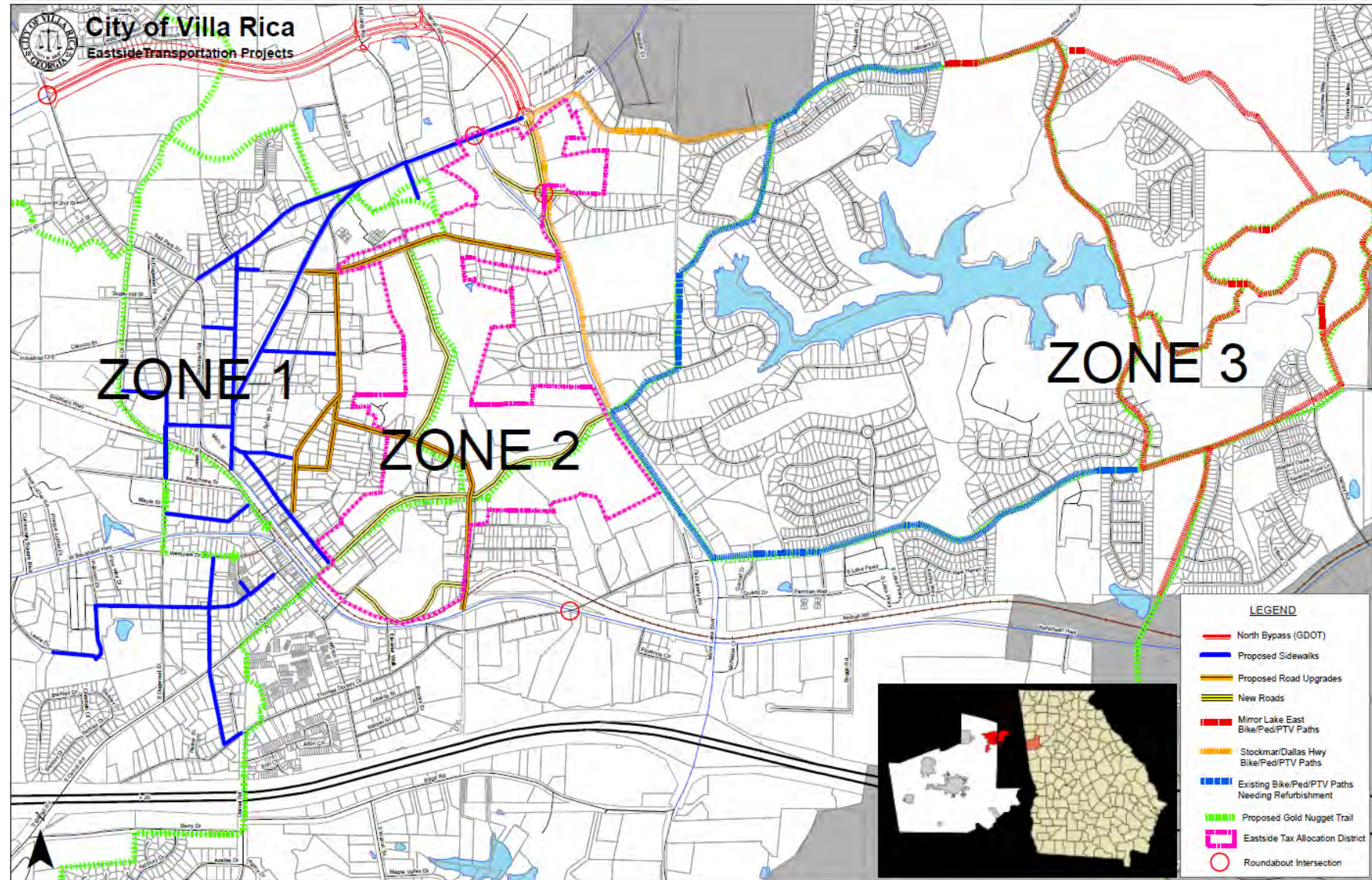


Twin Oaks II

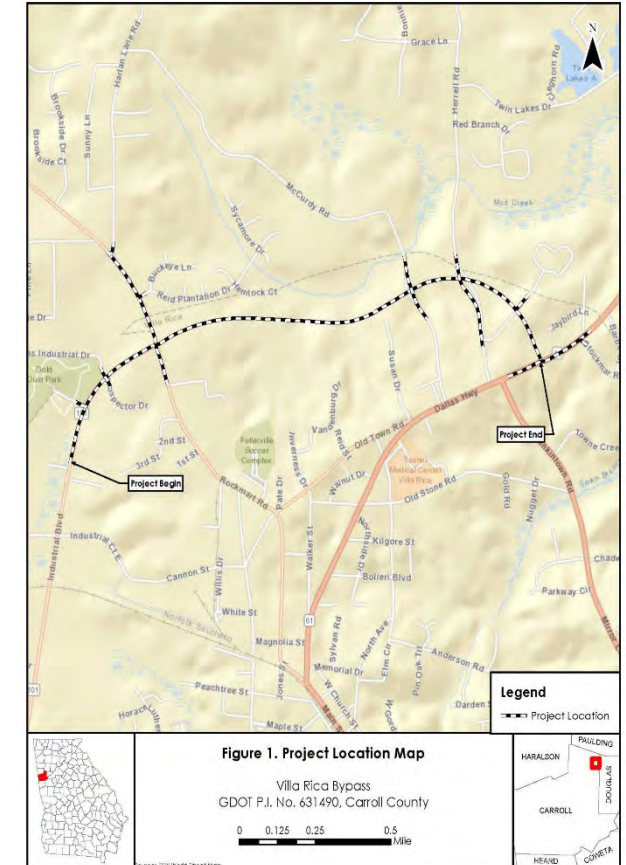


Transportation Project Zones

- **Zone 1**
 - Complete sidewalk network
 - Partners: GDOT and Georgia Safe Routes to School
- **Zone 2**
 - Upgraded roads
 - New road networks
- **Zone 3**
 - Refurbishment of existing multimodal paths
 - New multimodal path networks



Transportation Project Zones – Hwy 61 Bypass



Transportation Project Zones – Mirror Lake Connector





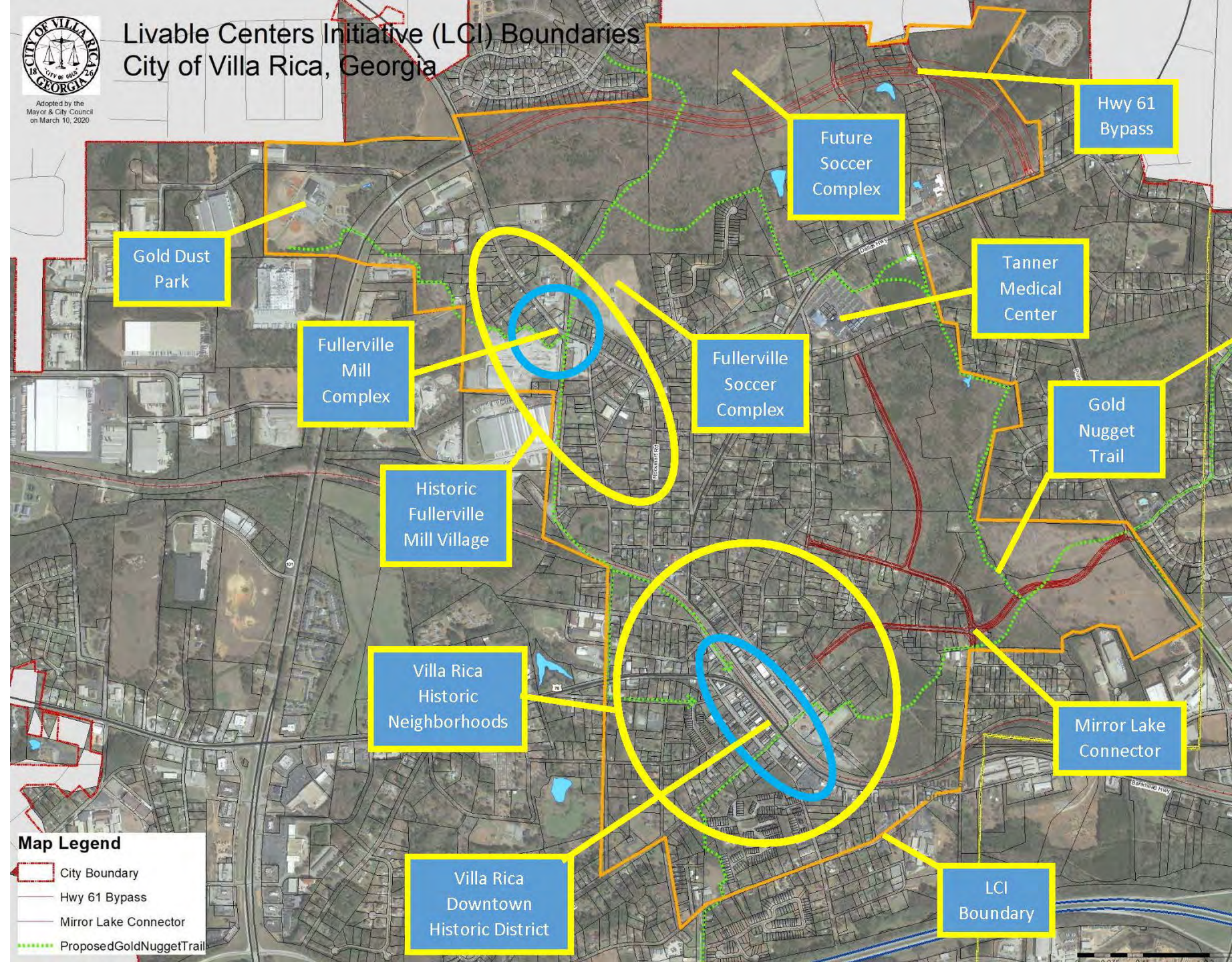
- Urbanized Villa Rica
- Focus on Downtown and Fullerville
- Roughly 70% of the Gold Nugget Trail Network
- Priorities: Housing, Blight Removal, Economic Development, Multimodal Paths, and Placemaking
- 80% Federal Funding for LCI Implementation Projects



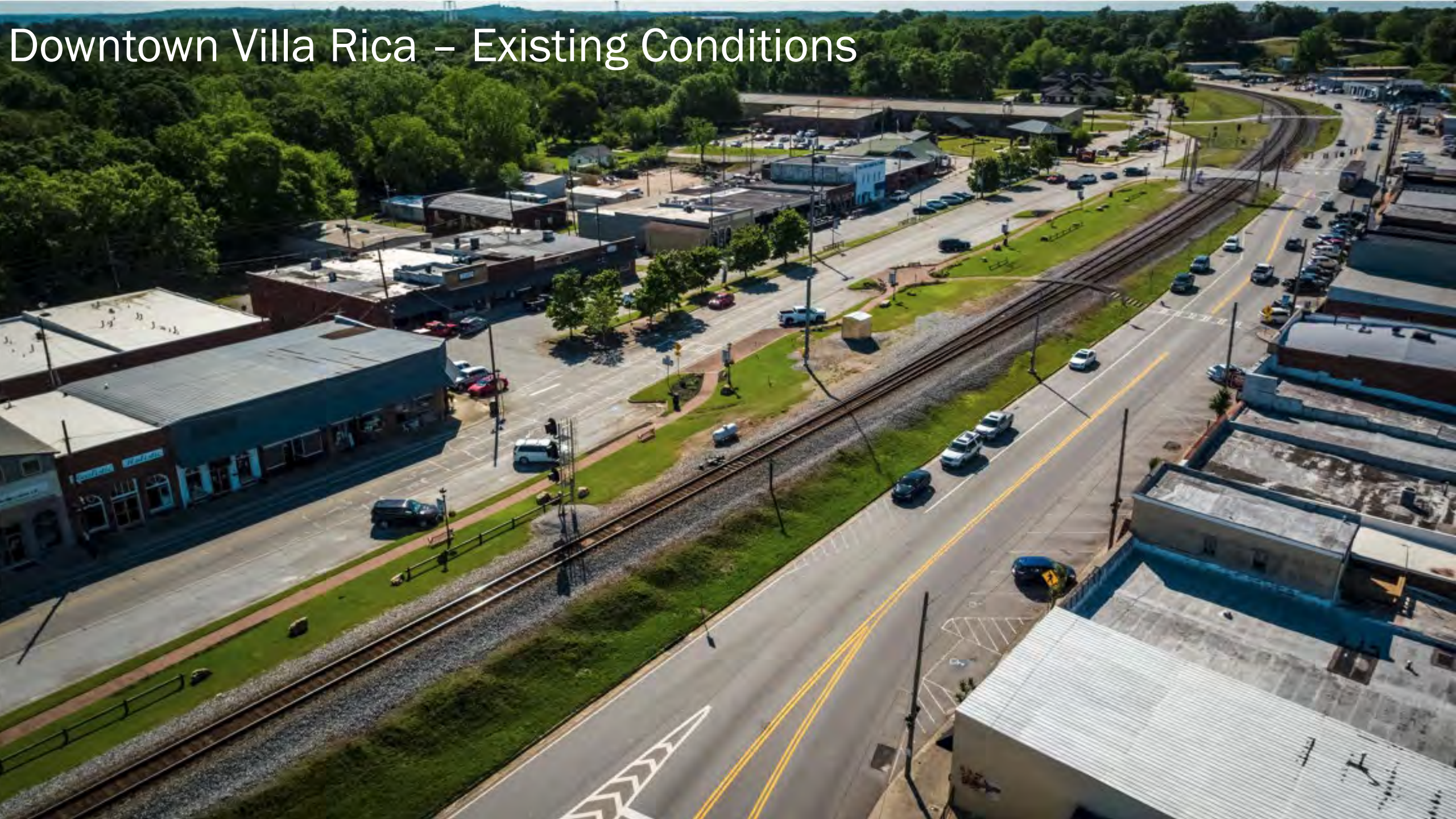
Atlanta Regional Commission



Livable Centers Initiative (LCI) Boundaries City of Villa Rica, Georgia



Downtown Villa Rica – Existing Conditions





\$1,430,000 Phase I Project Cost

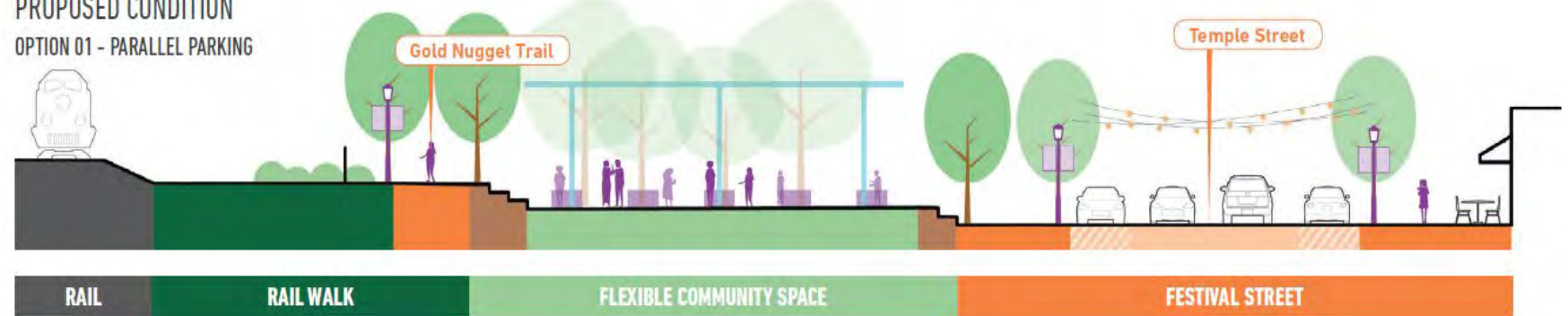
\$1,144,000 LCI Grant Request/ \$286,000 City Match

NORTHSIDE DOWNTOWN STREETScape

- Downtown Streetscapes
- Pedestrian Upgrades
- Transportation Safety Improvements
- Significant Urban Design Modifications
- RFQ Issued in December 2022, and an engineering firm will be selected in the coming weeks.



PROPOSED CONDITION
OPTION 01 - PARALLEL PARKING



Estimated Total Project Cost \$19,000,000

GOLD MINERS GREEN



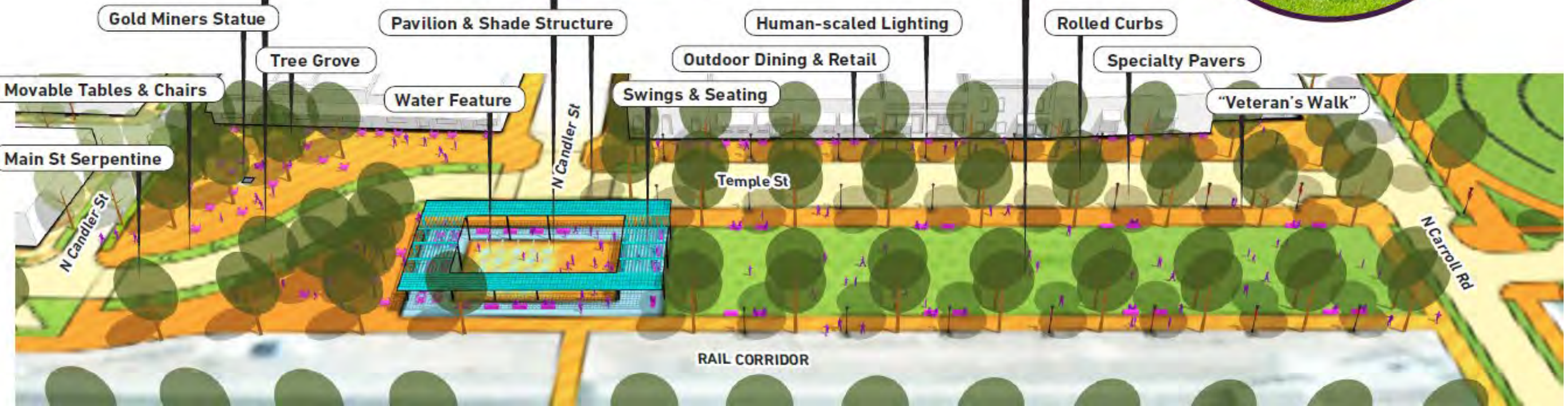
"The Grove"



"The Gateway"

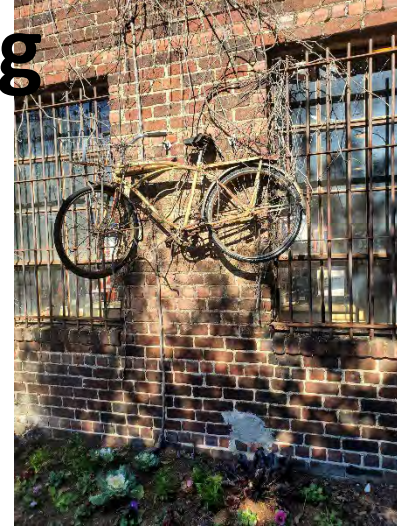
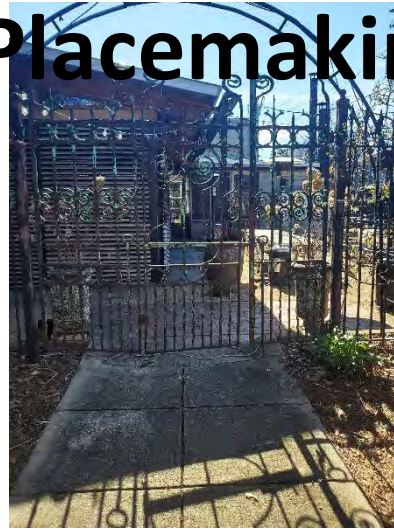


"The Green"



Great Downtowns Don't Happen Accidentally

Downtown Placemaking



Downtown Placemaking

- Livable Centers Initiative – Downtown LCI Study – Atlanta Regional Commission (2021)
- Northside Downtown Streetscape Project – Atlanta Regional Commission (2023)
- Downtown Placemaking and Alleyway Activation Program – Georgia Conservancy (2023)
- Main Street Design Committee – Placemaking Pilot Project (2023)
- Georgia Economic Placemaking Collaborative – Georgia Cities Foundation (2025)

Great Downtowns Don't Happen Accidentally

Downtown Placemaking

PROSPECTOR'S PARK

Prospector's Park is a public park owned by the City of Villa Rica located at the intersection of Main Street and North Avenue. The park is run-down due to neglect and age with broken rocks around the stage, overgrown shrubs, other signs of disrepair, inviting, and unsafe. Due to these issues, people cannot enjoy the park because it does not provide the benefits that parks are supposed to provide.

The Main Street Design Committee selected the park as the Pilot Placemaking Project. The purpose of the project is to transform the space to a variety of purposes such as a small music venue, a place where residents can meet and interact with one another, picnics, periods of relaxation, and additional green space downtown.



Great Downtowns Don't Happen Accidentally

Downtown Placemaking

PROSPECTOR'S PARK

Work on the park upgrades started on August 3, 2023. here are some pictures during the installation of the first batch of new furnishings.

The next step will be an engineering assessment of the wall facing the eastern side of the park, and ultimately the removal and reconfiguration of the stage and retaining wall.



Great Downtowns Don't Happen Accidentally

Downtown Placemaking

FARMERS MARKET PAVILION

The city consulted with Rickman Architecture + Design, RAD to develop a conceptual rendering of a farmers market pavilion. The city is working to identify a funding mechanism to offset the cost to the city's taxpayers. Currently, the Farmers Market is held at The Mill Amphitheater – with no shade or weather shielding and multilevel venue not easily ADA navigable. The city has identified a suitable location behind the Mill with direct access to utilities and existing public restrooms.



Great Downtowns Don't Happen Accidentally

Downtown Placemaking

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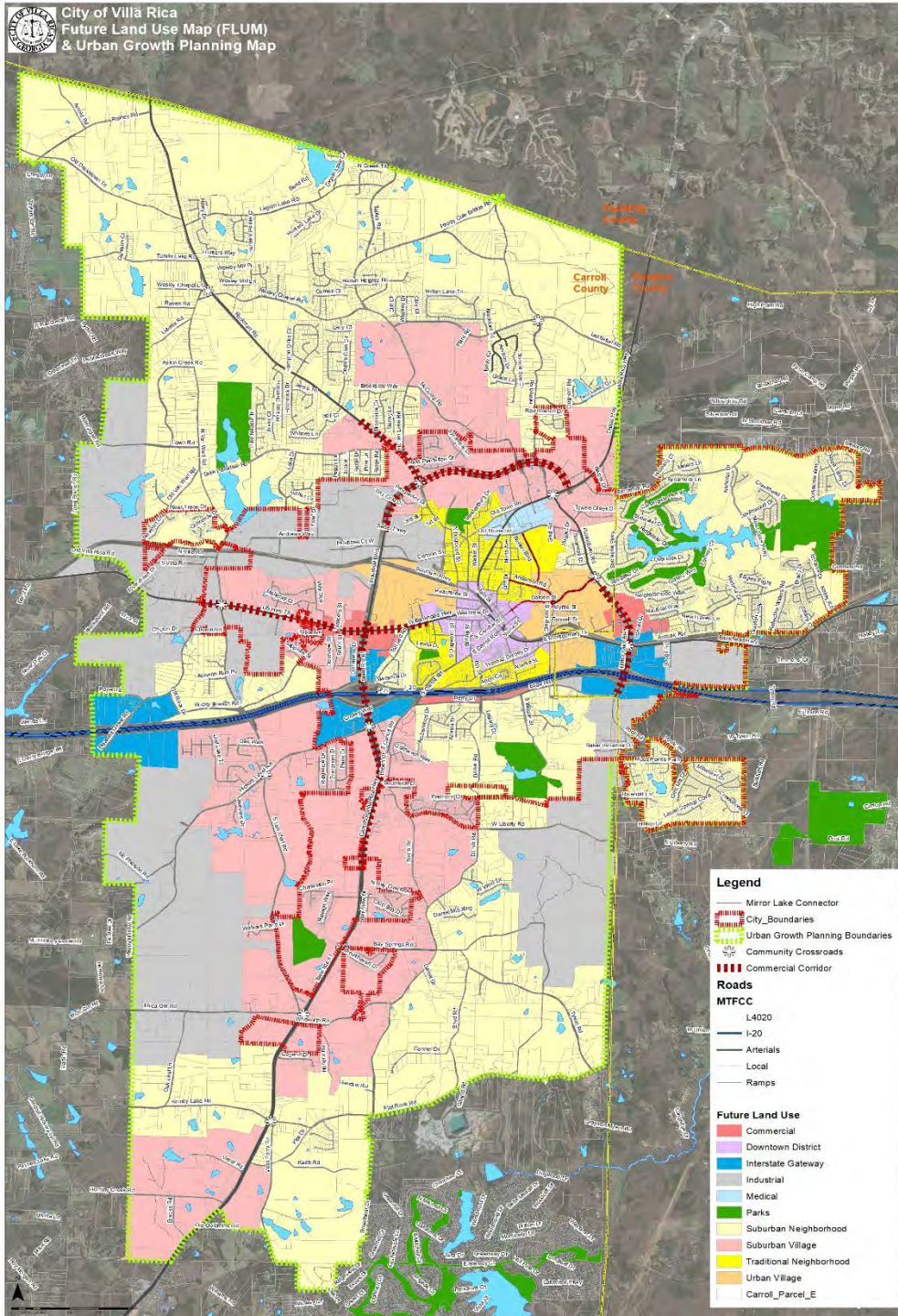
Great Downtowns Don't Happen Accidentally

Downtown Placemaking

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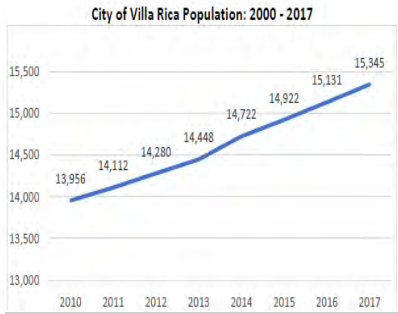




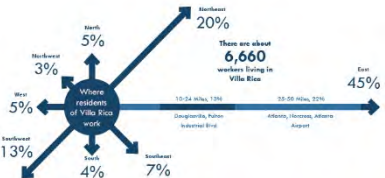
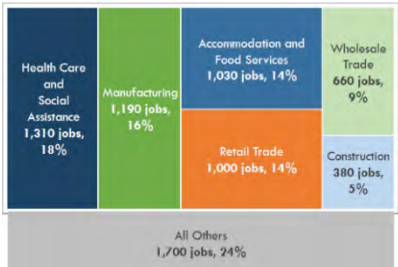
Urban Growth Priorities

- Transportation Improvement Projects
- Water and Sewer Capacity
- Infrastructure Expansion
- Population Pressure and Land Use
- Directed/Planned Growth
- Strategic Density and Development Concentration
- Economic Recruitment/Job Centers
- Workforce/Housing Balance

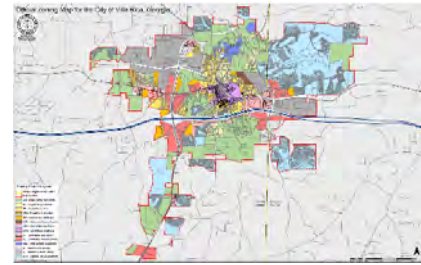
GROWING MARKET



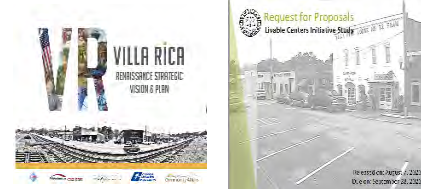
Roughly 14,000 vehicles cross into or out of Villa Rica each day, not to mention those that are passing through to get to other destinations.



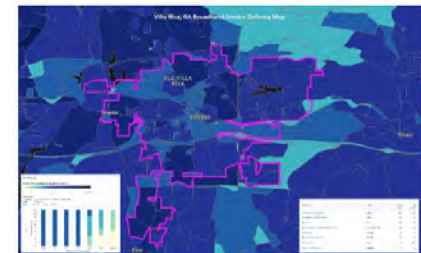
READY FOR GROWTH



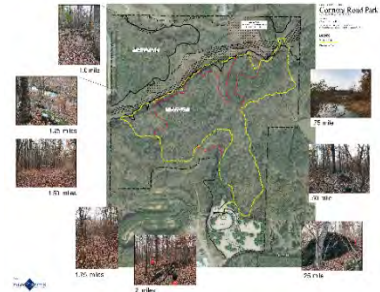
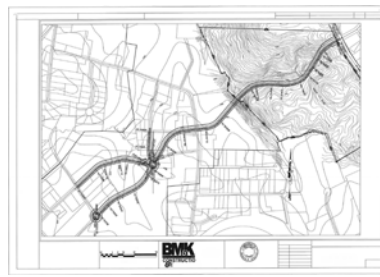
MASTER PLANNING



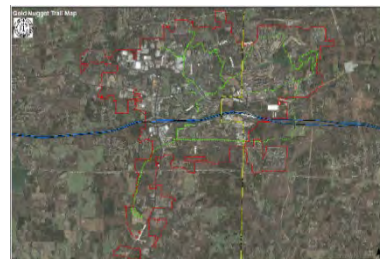
HIGH SPEED INTERNET



INFRASTRUCTURE INVESTMENTS



GOLD NUGGET TRAIL



Growth Strategy

- Market Forecasting and Modeling
- Master Planning
- Modernized Zoning/Development Codes
- Identified Priority Project Implementation Plan
- Restructured Departments and Key Personnel
- Eliminated or Reduced Operational Deficiencies
- Streamlined Internal Processes
- Operational Automation Where Possible



GROWTH IS COMING
AND
WE WILL BE READY!!

Chris Montesinos, AICP

Director of Special Projects

Office of the City Manager

City of Villa Rica, GA

cmontesinos@villarica.gov



CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: Council Calendar Modification
AGENDA DATE: 5/14/2024

DATE PREPARED: 5/6/2024
PREPARED BY: LeAnne Wilkins

AMOUNT: N/A
GL ACCOUNT #: N/A
FUNDING SOURCE: N/A
BUDGETED ITEM? N/A
PUBLIC HEARING: N/A

PURPOSE: To approve a June 11, 2024 Council Work Session and Meeting

BACKGROUND: On November 14, 2023 the Council voted to approve the 2024 meeting calendar to have no June meeting. Councilman Carter wants to add the June meeting due to the length of the current meetings.

STAFF RECOMMENDATION: APPROVAL

IMPACT: The additional meeting allows for a manageable agenda and will reduce the need for special called meetings.

MOTION: I move to approve the calendar with the addition of a June 11, 2024, work session and meeting.



CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: WaterMist Phase 2A Final Plat Approval Recommendation

AGENDA DATE: May 14th, 2024

DATE PREPARED: April 25th, 2024

PREPARED BY: Nic Griffin

AMOUNT:

GL ACCOUNT #:

FUNDING SOURCE:

BUDGETED ITEM?

PURPOSE: All Final Plats of subdivision developments with public streets must be approved by the Mayor and City Council before building permits are issued. The Watermist Phase 2A Final Plat has been reviewed and all items associated with Final Plat approval have been completed.

BACKGROUND: Watermist Phase 2A is a 47-lot residential development.

All construction has been completed and inspected. The Final Plat has several other items that must be accomplished/completed prior to the vote by the Mayor and City Council. These items have been completed and are listed as follows:

Maintenance bond submitted - \$250,000.

Street Light Fees paid for one year in advance - \$2,115.00.

Water, Sewer, and Storm system as-built record drawings have been submitted and approved.

All fees associated with the Final Plat submittal have been paid.

STAFF RECOMMENDATION: Staff recommends approval of the Final Plat for Watermist Phase 2A

IMPACT:

MOTION: I move to approve the Final Plat for Watermist Phase 2A.

PHASE 2A ZONING INFORMATION

Watermist Node – Phase IIA

- The maximum number of proposed lots = 56 single family detached lots
- The lots to be a minimum width of 70 feet. The minimum lot size to be 8,000 sf.
- The total area of the Phase IIA node is 36.17 acres.
- Approximately 1.5 dwellings per acre.
- The setbacks proposed for the Phase IIA node are equivalent to the Watermist Phase 1:
 - Front Setback = 25 feet
 - Side Setback = 7.5 feet for ranch plan
= 10 feet for two-story plan
 - Rear Setback = 25 feet
 - House Separation Minimum = 15 feet for ranch plan
= 20 feet for two-story plan
- The minimum heated square footage for the houses is as follows:
 - Ranch Plan = 2,200 sf minimum
 - Two-story Plan = 2,600 sf minimum
 - Average Square Footage 2,750 sf.
- The houses will meet the below specifications:
 - Minimum front façade of 33% brick, stone, or stucco.
 - Exterior Façade Material:
 - Full-depth brick
 - Natural or cast stone
 - Smooth natural-wood siding and/or cement-based siding
 - Shake siding
 - If combined: horizontally, with the heavier below the lighter
 - No exterior blank, windowless walls will be constructed.
 - Roofs may be shingles, tiles, or metal.
 - Roof shingles will be slate, cedar, or asphalt.
 - Front gables may use painted fish-scale style shingles
 - Roof tiles will be clay, terra cotta, or concrete.
 - Roofs shall have a 12” overhang past the façade of the house.
 - Gutters and downspouts to match. They are to be copper, aluminum, or galvanized steel.
 - Chimneys:
 - Wrapped in brick, stone, or suitable masonry finish material.
 - Shall begin at grade (for exterior walls) and
 - Extend between 3 and 6 feet above the roofline
 - If dormers are included, they will not be taller than the main roof.
- The house plans will have front or side loaded garages.
- Driveway width to be a minimum of 20 ft., two-car garage.
- Street lighting will be provided throughout the development.
- Sidewalks will be provided throughout the development on at least one side of internal streets.
- All mechanical units will be screened from the right-of-way with landscaping.

Old: 63 lots at 7000 sft
New = 8000 sft
Ratio = 7000/8000
=0.875
0.875*63 = 56 lots

General Provisions

- In the event of a conflict between these requirements and any current or future versions of the City’s Zoning Ordinance, these requirements control.
- A total number of 790 single family units and 517 multi-family units will be added to the existing Master Plan.
- These revised development standards and accompanying map supersede any and all prior PUD approvals or maps of this development.
- The Site Plan prepared by Hayes, James dated June 2, 2021 is incorporated into this PUD approval.
- To facilitate City approval of future development of each pod, the following shall be required:
 - Submittal of a site plan by the developer/builder, which complies with the site plan requirements set forth in the Villa Rica Zoning Ordinance.
 - Review and approval by the Planning Commission if site plan complies with these regulations.
 - In the event the Planning Commission does not approve the site plan, then the developer may either revise it or appeal the denial to the City Council.
- Declarant will provide two additional amenity locations within the Mirror Lakes community. Amenity Area (AA) number 1 shall be located within the residential area referred to on the revised master plan as Northwood Phase 2.
AA number one shall include a pool, cabana style facility to include exercise room and party room, pickleball courts and bocce ball lanes.
Amenity Area number 2 shall be located within the residential area referred to on the revised master plan as Fairway 16 or Fairway 17. Said AA shall be developed for the purpose of providing a building suitable for community events. Building standards for this facility shall be equal to or greater than the existing amenity facilities within the Mirror Lakes community.
- Declarant reserves the right to relocate the amenities site number 1, provided said site remains within the Northwood community.
Declarant reserves the right to relocate amenity site number 2 provided said site remains within Fairway 16 or Fairway 17 areas.

DRAWING NUMBER

2

2 OF 9 SHEETS

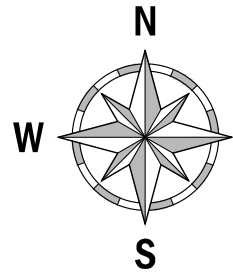
FINAL SUBDIVISION PLAT
WATERMIST PHASE 2A AT MIRROR LAKE

PREPARED FOR
PULTE HOME COMPANY, LLC

LOCATED IN LAND LOTS 173, 174, 179, & 180, 2ND LAND DISTRICT
5TH SECTION, CITY OF VILLA RICA, DOUGLAS COUNTY, GA

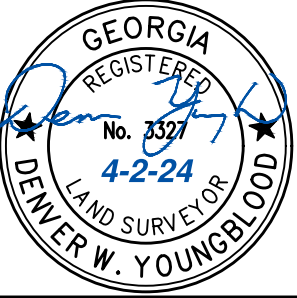


Approved
April 23, 2024
3:48 PM
Bobby C. Elliott, PE
City Engineer



GRID NORTH
GA. WEST ZONE

CERTIFICATE OF
AUTHORIZATION # LSF000953



40 JOE KENNEDY BLVD.
STATESBORO, GA 30458
(912) 489-7112 OFFICE
(912) 489-7125 FAX

NORTHWINDS III
2500 NORTHWINDS PKWY.
SUITE 360
ALPHARETTA, GA 30009
(404) 893-1618 OFFICE



MAXWELL-REDDICK
AND ASSOCIATES

ENGINEERING &
LAND SURVEYING

REVISIONS:
REVISED ON 4-2-24 TO ADDRESS COMMENTS FROM THE CITY OF VILLA RICA.

△				
△				
△				
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		FIELD EQUIPMENT
		TRIMBLE RTK GPS MAGNETIC LOCATOR TRIMBLE ACCESS TRIMBLE S8 ROBOT
PRECISION DATA	1 / 23.413	
	00° 00' 03.8"	
	NETWORK LEAST SQUARES	
	1 / 2.877 220	
		E.O.C. FIELD ERROR PER ANGLE ADJ. METHOD E.O.C. PLAT

DRAWN BY:	JTD
FIELD WORK:	TR. KR
DATE:	03-20-2024
JOB NO.:	2021-324
SCALE:	AS SHOWN

PHASE 2A NOTES

DRAWING NUMBER

3

3 OF 9 SHEETS

FINAL SUBDIVISION PLAT

WATERMIST PHASE 2A AT MIRROR LAKE

PREPARED FOR

PULTE HOME COMPANY, LLC

LOCATED IN LAND LOTS 173, 174, 179, & 180, 2ND LAND DISTRICT

5TH SECTION, CITY OF VILLA RICA, DOUGLAS COUNTY, GA

LINE TABLE -- PHASE 2A		
LINE	BEARING	DISTANCE
L1	N 84°39'01"W	60.76'
L2	S 81°45'15"E	50.23'
L3	N 19°37'15"E	67.79'
L4	N 29°20'04"W	27.15'
L5	N 58°26'40"W	39.09'
L6	N 23°49'02"E	27.23'
L7	N 57°48'12"E	31.26'
L8	N 40°37'11"E	43.22'
L9	S 81°18'02"E	67.61'
L10	N 37°19'58"E	49.54'
L11	N 40°30'55"E	47.97'
L12	N 07°33'01"E	73.74'
L13	S 79°34'39"E	38.08'
L14	N 14°09'12"W	21.81'
L15	N 44°45'27"W	74.86'
L16	N 45°30'13"W	66.22'
L17	N 38°48'41"W	48.81'
L18	N 19°51'03"W	83.07'
L19	N 28°37'11"W	88.55'
L20	N 23°14'47"W	49.33'
L21	N 05°54'59"W	27.20'
L22	N 40°41'20"E	19.37'
L23	N 49°49'56"E	45.31'
L24	N 61°49'08"E	34.54'
L25	N 84°03'10"E	60.30'
L26	N 65°36'36"E	44.17'
L27	N 78°18'29"E	30.78'
L28	N 85°19'27"E	47.59'
L29	S 89°20'38"E	42.76'
L30	N 86°29'44"E	26.50'
L31	S 77°07'19"E	58.48'
L32	N 39°45'37"E	31.72'
L33	N 67°47'37"E	20.64'
L34	N 86°35'01"E	25.32'
L35	S 65°58'45"E	20.09'
L36	S 35°42'06"E	14.99'
L37	S 15°26'32"E	47.25'
L38	S 07°56'40"E	50.83'
L39	S 45°16'49"E	31.99'
L40	S 27°29'48"E	37.35'
L41	S 09°36'56"E	50.49'
L42	S 50°28'46"E	29.04'
L43	S 32°15'31"E	29.65'
L44	N 26°06'35"E	40.67'
L45	N 04°22'53"E	68.83'
L46	N 11°34'21"W	29.41'
L47	N 11°25'57"W	59.95'
L48	N 00°26'10"W	46.55'

LINE TABLE -- PHASE 2A		
LINE	BEARING	DISTANCE
L49	N 27°57'16"E	42.48'
L50	N 15°07'18"W	27.32'
L51	N 29°41'21"E	43.15'
L52	N 58°44'36"E	37.29'
L53	N 85°06'19"E	40.28'
L54	N 79°55'37"E	47.61'
L55	S 89°59'30"E	84.40'
L56	S 47°08'34"E	14.52'
L57	S 29°03'16"E	49.88'
L58	S 17°11'55"E	32.36'
L59	S 03°24'19"W	57.22'
L60	S 33°33'36"E	69.56'
L61	S 23°35'13"E	47.97'
L62	S 19°21'41"E	37.68'
L63	S 01°53'56"W	15.68'
L64	S 50°24'24"W	15.43'
L65	S 37°13'10"E	40.36'
L66	N 74°39'02"E	19.57'
L67	S 69°13'44"E	41.15'
L68	S 29°49'26"E	38.00'
L69	N 66°37'34"E	22.37'
L70	S 48°42'39"E	27.11'
L71	S 32°09'45"E	46.35'
L72	S 64°11'55"E	33.63'
L73	N 62°49'32"E	20.80'
L74	N 81°48'01"E	71.88'
L75	N 86°57'05"E	3.66'
L76	S 81°29'21"E	57.64'
L77	S 36°26'50"E	55.83'
L78	N 71°10'11"W	57.91'
L79	S 71°10'11"E	57.27'
L80	N 09°58'16"E	59.20'
L81	N 29°56'49"E	60.37'
L82	N 39°32'26"E	14.86'
L83	N 06°43'00"W	19.95'
L84	N 06°43'00"W	19.95'
L85	N 36°26'50"W	55.84'
L86	S 06°43'00"E	14.36'
L87	S 69°53'51"W	66.86'
L88	S 26°50'23"E	27.50'
L89	S 63°09'32"W	63.00'
L90	S 63°09'32"W	3.36'
L91	N 23°40'37"W	51.06'
L92	N 26°18'27"W	14.48'
L93	N 26°18'27"W	47.19'
L94	N 35°36'48"W	41.97'
L95	N 35°36'48"W	5.19'
L96	S 35°36'48"E	12.44'
L97	S 35°36'48"E	34.72'

LINE TABLE -- PHASE 2A		
LINE	BEARING	DISTANCE
L98	S 26°18'27"E	21.50'
L99	S 26°18'27"E	40.17'
L100	S 23°40'37"E	51.06'
L101	S 49°00'35"W	23.63'
L102	N 49°00'35"E	26.17'
L103	N 85°35'36"E	8.95'
L104	N 63°09'32"E	7.29'
L105	N 63°09'32"E	62.21'
L106	N 40°59'25"W	51.03'
L107	N 13°37'23"W	49.23'
L108	N 44°43'16"W	47.64'
L109	N 57°02'06"W	87.71'
L110	N 60°36'58"W	36.01'
L111	N 37°48'52"W	47.92'
L112	N 37°48'52"W	32.69'
L113	N 15°22'59"W	48.91'
L114	N 28°31'22"W	48.45'
L115	N 28°23'27"W	89.98'
L116	N 04°32'24"E	24.96'
L117	N 04°32'24"E	18.90'
L118	S 88°27'29"E	84.86'
L119	S 66°40'35"E	54.11'
L120	S 71°09'26"E	67.76'
L121	S 71°09'26"E	17.38'
L122	S 11°36'08"W	16.93'
L123	S 11°36'08"W	21.59'
L124	S 00°27'35"W	55.38'
L125	S 06°45'25"E	26.40'
L126	N 63°41'33"E	81.96'
L127	N 85°35'36"E	24.06'
L128	N 85°35'36"E	15.00'
L129	N 85°35'36"E	44.41'
L130	N 78°51'01"E	37.42'
L131	N 78°51'01"E	42.56'
L132	N 47°07'56"W	62.13'
L133	S 06°20'38"W	25.00'
L134	N 69°53'51"E	66.86'
L135	S 35°23'03"E	66.95'
L136	S 35°23'03"E	10.49'
L137	S 08°50'44"E	76.75'
L138	S 18°45'40"W	40.64'
L139	S 63°09'32"W	99.10'
L140	S 38°19'39"E	72.83'
L141	S 49°18'13"E	53.69'
L142	N 74°40'53"E	53.66'
L143	N 74°40'53"E	74.97'
L144	S 26°50'28"E	36.68'
L145	N 63°09'32"E	23.04'
L146	N 63°09'32"E	88.00'

CURVE TABLE -- PHASE 2A				
CURVE	BEARING	RADIUS	ARC	CHORD
C1	N 05°21'57"E	405.00'	101.15'	100.89'
C2	N 19°11'53"E	405.00'	94.40'	94.19'
C3	N 30°04'23"E	405.00'	59.34'	59.28'
C4	N 39°08'01"E	405.00'	68.76'	68.67'
C5	N 44°14'35"E	405.00'	3.48'	3.48'
C6	S 32°38'17"W	227.00'	93.90'	93.24'
C7	S 07°02'06"W	227.00'	108.97'	107.93'
C8	S 20°06'06"E	241.00'	112.60'	111.58'
C9	S 34°58'01"E	241.00'	12.45'	12.45'
C10	N 25°34'14"W	201.00'	76.31'	75.85'
C11	N 08°06'04"W	201.00'	46.26'	46.16'
C12	N 20°57'00"W	141.00'	76.03'	75.12'
C13	S 28°45'27"E	301.00'	80.80'	80.56'
C14	S 14°39'09"E	301.00'	67.40'	67.26'
C15	S 07°28'36"E	301.00'	7.99'	7.99'
C16	S 01°20'00"E	287.00'	53.94'	53.86'
C17	S 10°45'12"W	287.00'	67.15'	67.00'
C18	S 24°09'33"W	287.00'	67.15'	67.00'
C19	S 37°40'32"W	287.00'	68.26'	68.10'
C20	N 38°06'38"E	345.00'	76.25'	76.09'
C21	N 23°03'56"E	345.00'	104.94'	104.53'
C22	N 05°38'17"E	345.00'	104.94'	104.53'
C23	S 67°21'11"W	25.00'	36.20'	33.12'
C24	S 75°35'57"E	225.00'	34.79'	34.76'
C25	S 86°06'47"E	225.00'	47.78'	47.70'
C26	N 68°06'08"W	25.00'	21.03'	20.41'
C27	S 54°58'08"E	50.00'	19.13'	19.02'
C28	N 81°00'38"E	50.00'	57.70'	54.55'
C29	N 19°26'48"E	50.00'	49.75'	47.72'
C30	N 37°33'49"W	50.00'	49.75'	47.72'
C31	S 76°46'20"W	50.00'	64.85'	60.40'
C32	N 43°54'57"E	25.00'	3.75'	3.75'
C33	N 68°00'39"E	25.00'	17.27'	16.93'
C34	S 81°41'00"E	175.00'	64.22'	63.86'
C35	S 29°19'28"E	25.00'	36.52'	33.36'
C36	S 18°12'19"W	25.00'	45.11'	39.23'
C37	S 72°44'44"W	275.00'	27.34'	27.33'
C38	S 89°55'20"W	275.00'	137.54'	136.12'
C39	N 61°25'15"W	275.00'	137.54'	136.12'
C40	N 36°58'00"W	275.00'	97.20'	96.69'
C41	S 56°55'20"E	50.00'	46.66'	44.98'
C42	N 69°36'21"E	50.00'	46.67'	44.99'
C43	N 27°14'52"W	50.00'	122.37'	94.04'
C44	S 62°06'06"E	25.00'	30.77'	28.87'

CENTERLINE LINE TABLE -- PHASE 2A		
LINE	BEARING	DISTANCE
CLL1	N 71°10'11"W	30.00'
CLL2	N 71°10'11"W	79.68'
CLL3	S 87°48'10"W	260.45'
CLL4	S 69°53'51"W	30.00'
CLL5	S 69°53'51"W	97.73'
CLL6	N 26°50'28"W	3.18'
CLL7	N 26°50'19"W	257.22'
CLL8	S 63°09'32"W	116.36'
CLL9	S 85°35'36"W	142.35'
CLL10	S 49°00'35"W	96.88'
CLL11	N 23°40'37"W	97.47'
CLL12	N 26°18'27"W	61.67'
CLL13	N 35°36'48"W	103.06'

CURVE TABLE -- PHASE 2A				
CURVE	BEARING	RADIUS	ARC	CHORD
C45	S 18°09'32"W	25.00'	39.27'	35.36'
C46	S 74°22'34"W	125.00'	48.94'	48.63'
C47	N 85°19'07"E	325.00'	3.12'	3.12'
C48	N 79°47'24"E	325.00'	59.60'	59.52'
C49	N 64°34'13"W	25.00'	35.69'	32.73'
C50	S 24°59'32"E	325.00'	14.92'	14.92'
C51	S 28°25'13"E	325.00'	23.97'	23.96'
C52	S 33°04'24"E	325.00'	28.82'	28.81'
C53	N 11°31'07"W	25.00'	21.03'	20.41'
C54	S 16°05'11"E	50.00'	50.03'	47.97'
C55	S 72°38'00"E	50.00'	48.67'	46.77'
C56	N 51°35'56"E	50.00'	48.67'	46.77'
C57	N 04°10'09"W	50.00'	48.67'	46.77'
C58	N 57°55'41"W	50.00'	45.16'	43.64'
C59	S 59°42'29"E	25.00'	21.03'	20.41'
C60	S 30°57'37"E	275.00'	44.67'	44.62'
C61	S 24°59'32"E	275.00'	12.63'	12.62'
C62	S 17°12'59"W	25.00'	35.69'	32.73'
C63	N 53°33'35"E	325.00'	51.62'	51.56'
C64	N 11°20'20"W	50.00'	105.33'	86.91'
C65	S 80°25'43"W	50.00'	48.67'	46.77'
C66	S 15°30'46"W	50.00'	64.63'	60.23'
C67	N 13°44'44"E	25.00'	30.77'	28.87'
C68	N 56°30'29"E	275.00'	71.98'	71.77'
C69	N 74°47'59"E	275.00'	103.61'	103.00'
C70	S 83°47'20"W	175.00'	11.02'	11.02'
C71	S 72°34'18"W	175.00'	57.50'	57.24'
C72	S 75°41'03"E	25.00'	35.92'	32.91'
C73	N 44°36'28"W	325.00'	114.36'	113.77'
C74	N 82°23'43"W	325.00'	314.33'	302.22'
C75	S 58°24'00"E	25.00'	45.12'	39.24'
C76	N 37°17'08"W	205.84'	205.38'	196.96'
C77	N 19°43'06"E	205.84'	204.21'	195.94'
C78	N 71°01'53"E	205.84'	164.49'	160.14'
C79	S 75°24'09"E	205.84'	76.70'	76.25'
C80	S 58°09'28"E	205.84'	47.21'	47.11'
C81	S 83°50'44"E	355.00'	103.49'	103.12'
C82	N 39°55'45"E	535.00'	75.97'	75.91'
C83	S 32°38'16"W	97.00'	40.13'	39.84'
C84	S 07°02'05"W	97.00'	46.57'	46.12'
C85	S 71°56'15"W	306.93'	107.51'	106.96'
C86	S 47°13'42"W	180.00'	33.40'	33.35'
C87	S 80°25'43"W	180.00'	175.20'	168.37'

CENTERLINE CURVE TABLE -- PHASE 2A				
CURVE	BEARING	RADIUS	ARC	CHORD
CLC1	S 81°41'00"E	200.00'	73.40'	72.99'
CLC2	N 68°28'14"W	300.00'	435.97'	398.61'
CLC3	S 74°22'34"W	150.00'	58.73'	58.36'
CLC4	N 75°57'30"E	300.00'	100.90'	100.42'
CLC5	N 57°39'59"E	300.00'	90.65'	90.31'
CLC6	S 24°59'32"E	300.00'	13.77'	13.77'
CLC7	S 30°57'37"E	300.00'	48.73'	48.67'

STORM LEGEND

SWCB

DWCB

OCS

JB

YI

PI

HW

= SINGLE WING CATCH BASIN

= DOUBLE WING CATCH BASIN

= OUTLET CONTROL STRUCTURE

= JUNCTION BOX

= YARD INLET

= PEDESTAL INLET

= HEADWALL

PIPE LEGEND

RCP

CMP

HDPE

DIP

PVC

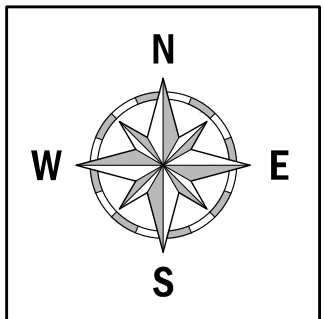
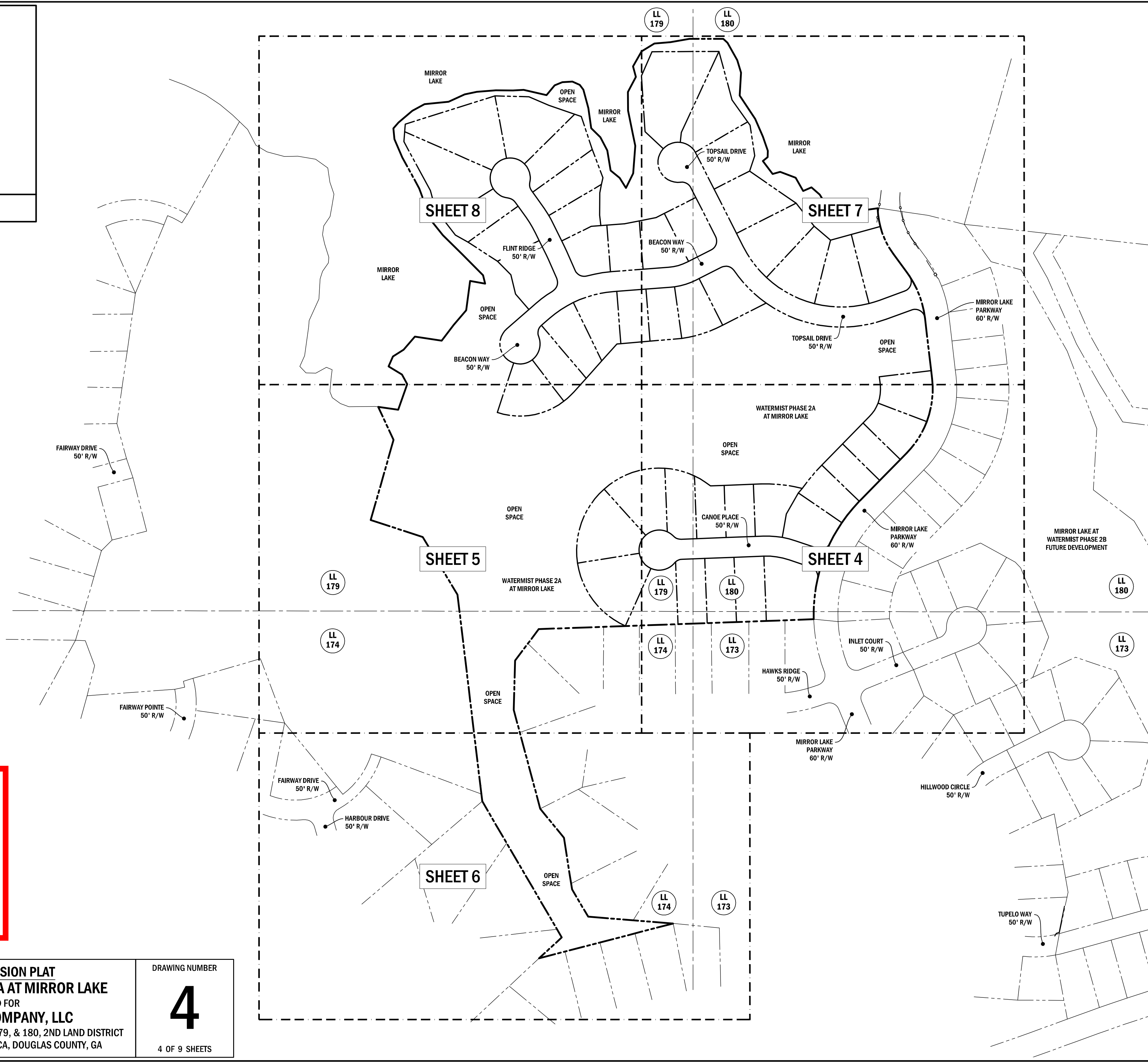
= REINFORCED CONCRETE PIPE

= CORRUGATED METAL PIPE

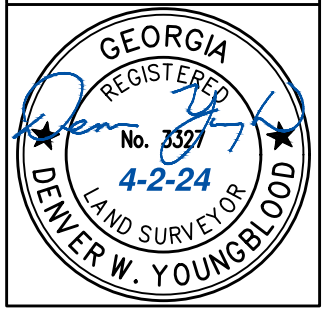
= HIGH DENSITY POLYETHYLENE PIPE

= D

PHASE 2A TOTAL LAYOUT



CERTIFICATE OF AUTHORIZATION # LSF000953



40 JOE KENNEDY BLVD.
STATESBORO, GA 30458
(912) 489-7112 OFFICE
(912) 489-7125 FAX

NORTHWINDS III
2500 NORTHWINDS PKWY.
SUITE 360
ALPHARETTA, GA 30009
(404) 893-1618 OFFICE



REVISIONS:	REVISED ON 4-2-24 TO ADDRESS COMMENTS FROM THE CITY OF VILLA RICA.			

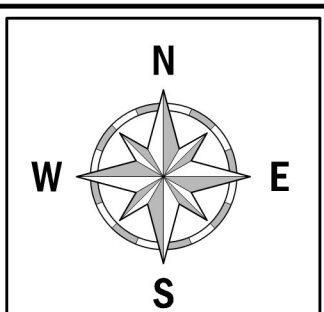
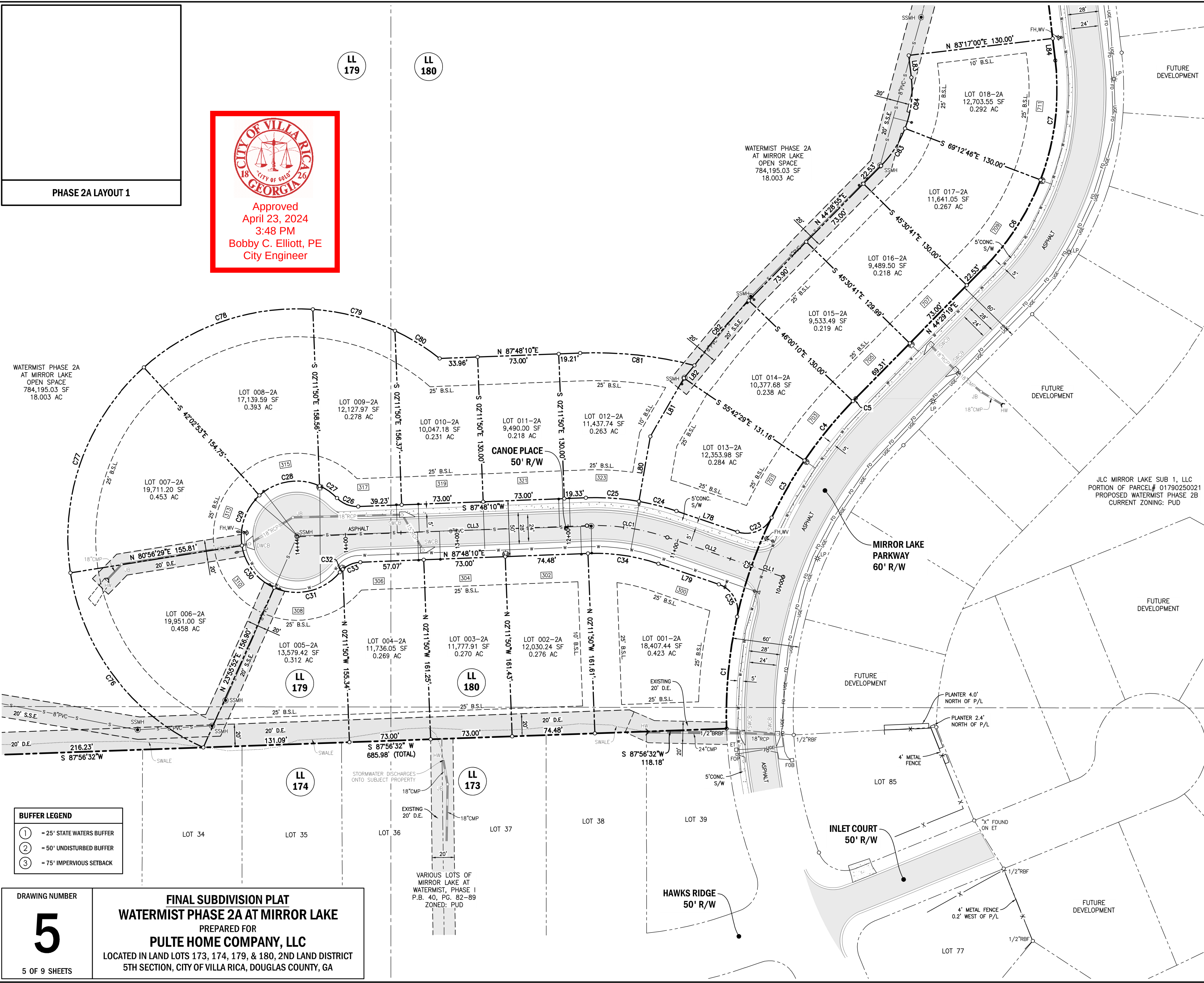
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		MAGNETIC LOCATOR
		TRIMBLE ACCESS
E.O.C. FIELD	1 / 23.413	NETWORK LEAST SQUARES
	00° 00' 03.8"	
	ADJ. METHOD	
	E.O.C. PLAT	

DRAWN BY:	JTD
FIELD WORK:	TR. KR
DATE:	03-20-2024
JOB NO.:	2021-324
SCALE:	AS SHOWN


Approved
April 23, 2024
3:48 PM
Bobby C. Elliott, PE
City Engineer

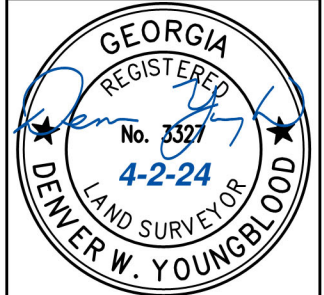
FINAL SUBDIVISION PLAT
WATERMIST PHASE 2A AT MIRROR LAKE
PREPARED FOR
PULTE HOME COMPANY, LLC
LOCATED IN LAND LOTS 173, 174, 179, & 180, 2ND LAND DISTRICT
5TH SECTION, CITY OF VILLA RICA, DOUGLAS COUNTY, GA

DRAWING NUMBER
4
4 OF 9 SHEETS



GRID NORTH
GA. WEST ZONE

CERTIFICATE OF
AUTHORIZATION # LSF000953

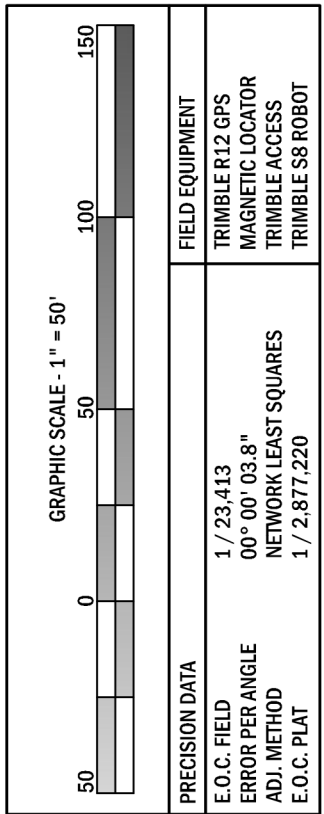


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NORTHWINDS III
2500 NORTHWINDS PKWY.
SUITE 360
ALPHARETTA, GA 30009
(404) 693-1618 OFFICE



REVISIONS:	
REVISED ON 4-2-24 TO ADDRESS COMMENTS FROM THE CITY OF VILLA RICA.	
1	
2	
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4	



DRAWN BY:	JTD
FIELD WORK:	TR, KR
DATE:	03-20-2024
JOB NO.:	2021-324
SCALE:	AS SHOWN

DRAWING NUMBER

5

5 OF 9 SHEETS

FINAL SUBDIVISION PLAT **WATERMIST PHASE 2A AT MIRROR LAKE**

PREPARED FOR
PULTE HOME COMPANY, LLC

LOCATED IN LAND LOTS 173, 174, 179, & 180, 2ND LAND DISTRICT
5TH SECTION, CITY OF VILLA RICA, DOUGLAS COUNTY, GA

PHASE 2A LAYOUT 2

JLC MIRROR LAKE SUB 1, LLC
 PORTION OF PARCEL# 01790250021
 PROPOSED SOUTH HARBOUR UNIT 2B
 CURRENT ZONING: PUD

SSMH

25'

SSMH

0 100'

BUFFER LEGEND

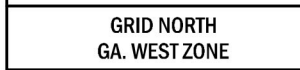
- ① = 25' STATE WATERS BUFFER
- ② = 50' UNDISTURBED BUFFER
- ③ = 75' IMPERVIOUS SETBACK

DRAWING NUMBER 6 6 OF 9 SHEETS	FINAL SUBDIVISION PLAT WATERMIST PHASE 2A AT MIRROR LAKE PREPARED FOR PULTE HOME COMPANY, LLC LOCATED IN LAND LOTS 173, 174, 179, & 180, 2ND LAND DISTRICT 5TH SECTION, CITY OF VILLA RICA, DOUGLAS COUNTY, GA
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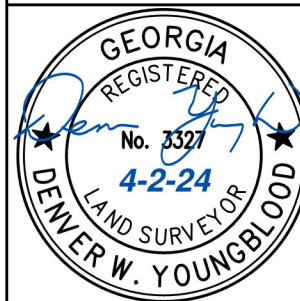


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 April 23, 2024
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 Bobby C. Elliott, PE
 City Engineer

LL
180



CERTIFICATE OF
AUTHORIZATION # LSF000953

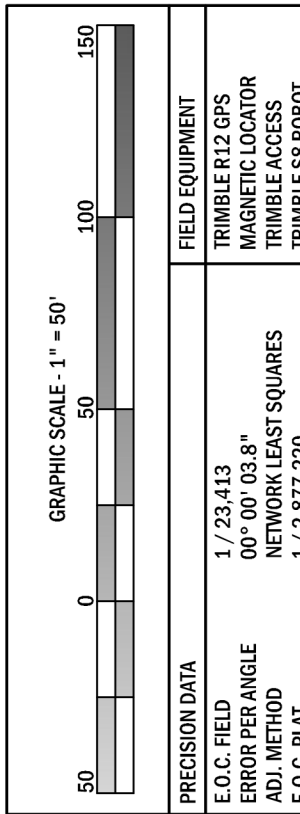


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ALPHARETTA, GA 30009
(404) 693-1618 OFFICE

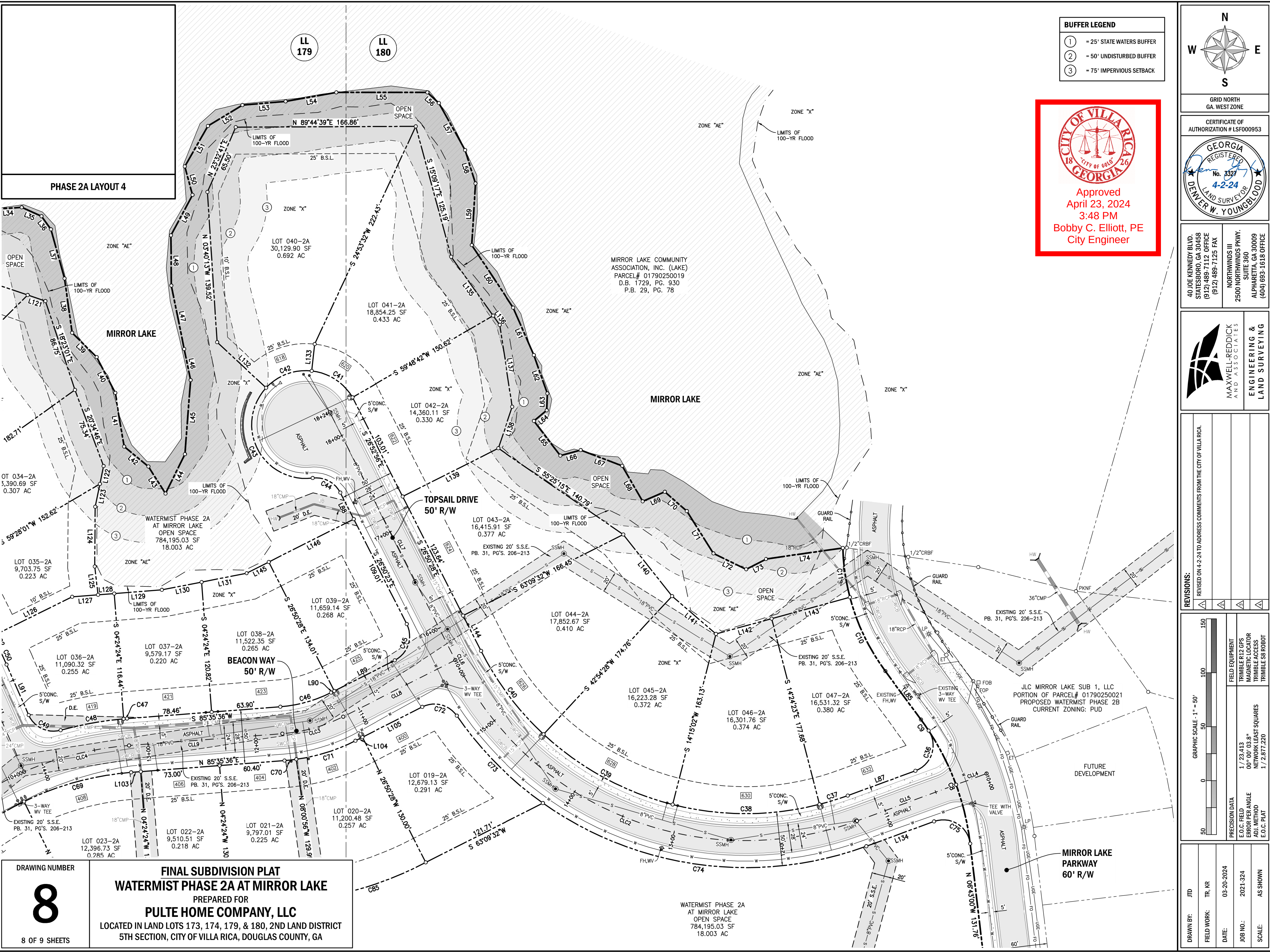


REVISIONS:	
1	REVISED ON 4-2-24 TO ADDRESS COMMENTS FROM THE CITY OF VILLA RICA.
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DRAWN BY:	JTD
FIELD WORK:	TR, KR
DATE:	03-20-2024
JOB NO.:	2021-324
SCALE:	AS SHOWN

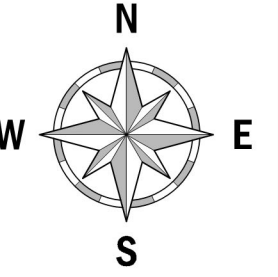
ADJ. METHOD



BUFFER LEGEND	
①	= 25' STATE WATERS BUFFER
②	= 50' UNDISTURBED BUFFER
③	= 75' IMPERVIOUS SETBACK

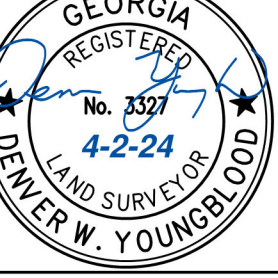


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April 23, 2024
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Bobby C. Elliott, PE
City Engineer



GRID NORTH
GA. WEST ZONE

CERTIFICATE OF
AUTHORIZATION # LSF000953



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REVISIONS:	
1	REVISED ON 4-2-24 TO ADDRESS COMMENTS FROM THE CITY OF VILLA RICA.
2	
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4	

GRAPHIC SCALE - 1" = 50'	
150	
100	
50	
0	

FIELD EQUIPMENT	
TRIMBLE R12 GPS	
MAGNETIC LOCATOR	
TRIMBLE ACCESS	
TRIMBLE S8 ROBOT	

PRECISION DATA	
1 / 23.413	
00' 00" 03.8"	
NETWORK LEAST SQUARES	
ADJ. METHOD	
1 / 2.877 220	

DRAWN BY:	JTD
FIELD WORK:	TR, KR
DATE:	03-20-2024
JOB NO.:	2021-324
SCALE:	AS SHOWN

PHASE 2A LAYOUT 4

DRAWING NUMBER

8

8 OF 9 SHEETS

FINAL SUBDIVISION PLAT

WATERMIST PHASE 2A AT MIRROR LAKE

PREPARED FOR

PULTE HOME COMPANY, LLC

LOCATED IN LAND LOTS 173, 174, 179, & 180, 2ND LAND DISTRICT

5TH SECTION, CITY OF VILLA RICA, DOUGLAS COUNTY, GA

PHASE 2A LAYOUT 5

MIRROR LAKE COMMUNITY
ASSOCIATION, INC. (LAKE)
PARCEL# 01790250019
D.B. 1729, PG. 930
P.B. 29, PG. 78



Approved
April 23, 2024
3:48 PM
Bobby C. Elliott, PE
City Engineer

DRAWING NUMBER

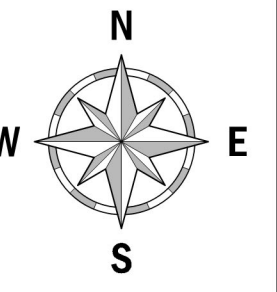
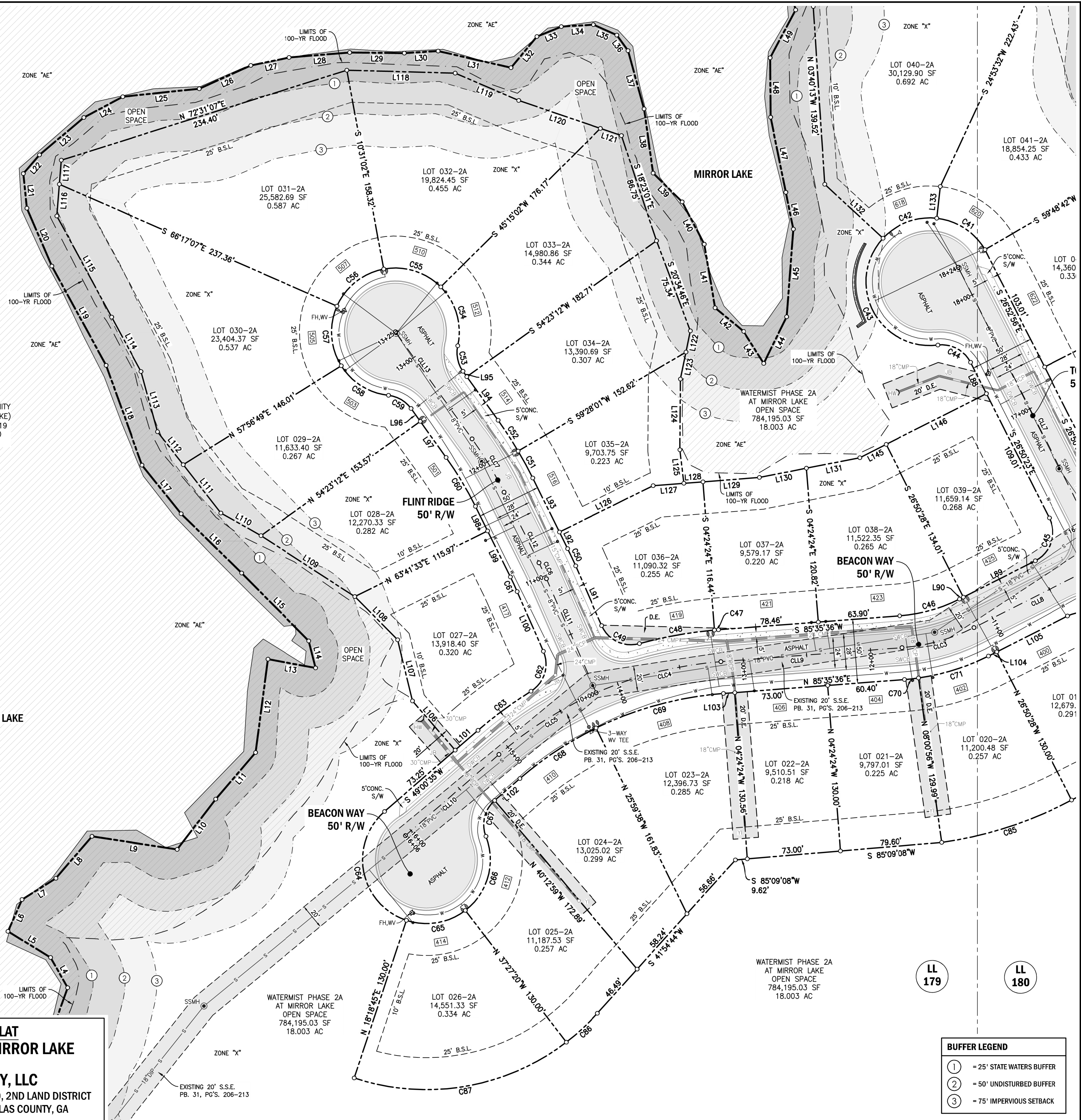
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9 OF 9 SHEETS

FINAL SUBDIVISION PLAT
WATERMIST PHASE 2A AT MIRROR LAKE

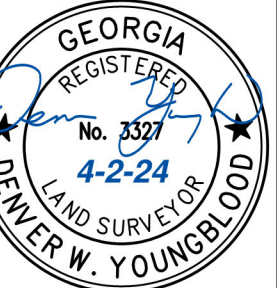
PREPARED FOR
PULTE HOME COMPANY, LLC

LOCATED IN LAND LOTS 173, 174, 179, & 180, 2ND LAND DISTRICT
5TH SECTION, CITY OF VILLA RICA, DOUGLAS COUNTY, GA



GRID NORTH
GA. WEST ZONE

CERTIFICATE OF
AUTHORIZATION # LSF000953



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NORTHWINDS III
2500 NORTHWINDS PKWY.
SUITE 360
ALPHARETTA, GA 30009
(404) 693-1618 OFFICE



REVISIONS:	
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2	
3	
4	

GRAPHIC SCALE - 1" = 60'	
150	
100	
50	
0	

FIELD EQUIPMENT	
TRIMBLE HX12 GPS	
MAGNETIC LOCATOR	
TRIMBLE ACCESS	
TRIMBLE S8 ROBOT	

PRECISION DATA	
1 / 23.413	
00' 00" 03.8"	
ERROR PER ANGLE	
ADJ. METHOD	
1 / 2,877,220	

BUFFER LEGEND	
1	= 25' STATE WATERS BUFFER
2	= 50' UNDISTURBED BUFFER
3	= 75' IMPERVIOUS SETBACK

DRAWN BY:	JTD
FIELD WORK:	TR. KR
DATE:	03-20-2024
JOB NO.:	2021-324
SCALE:	AS SHOWN



CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet May 14, 2024

SUBJECT: VA-05-24 & VA-07-24 Variances for Chick-Fil-A to operate a temporary food truck at 779 W. Bankhead Hwy

CITY COUNCIL AGENDA DATE: May 14, 2024

DATE: May 13, 2024

PREPARED BY: Shaun Daniels, City Planner

PUBLIC HEARING REQUIRED: Yes

PURPOSE: A 30-day review of Prichard Hospitality LLC dba Chick-fil-A variance (2) requests - Section per. 11.18 (1)(iv) *No mobile food vendor shall be allowed to operate more than four (4) consecutive days in any one location* and Section 8-393 *food truck vendors shall operate on any day other than Monday and only on the downtown central business district (CBD)*. The City Council is reviewing the applicant's compliance with the April 9th City Council motion, monitoring traffic and overall site plan effectiveness.

BACKGROUND: Chick-fil-A's current and primary address is a 1.05 arced lot located at 85 Commerce Drive which, is zoned Commercial, Medium Density (C2). The establishment has closed to undergo a three-month to three-and-a-half remodel effort. The temporary lot is approximately 670 feet away, from the primary parcel location.

The City of Villa Rica has regulations preventing mobile food vendors from operating at any one location for more than four (4) consecutive days. Villa Rica also has business licensing regulations preventing food truck vendors from operating on any day other than Monday and only in the downtown central business district (CBD).

The City Council voted on a motion to allow the applicant to operate on the temporary lot which would be reviewed during the following City Council Meeting on May 14th, 2024. The City Council approved the request (5-0) with conditions on April 9th, 2024, but needs to be reviewed by City Council in the following 30 days. The applicant started implementing the temporary mobile vending operation on Friday, April 12th, 2024, at 779 W. Bankhead Highway.

STAFF RECOMMENDATION:

Based on our analysis, we recommend that the City Council take the following actions on the variance request submitted by Prichard Hospitality LLC dba Chick-Fil-A, for the property located at 779 W Bankhead Highway.

VA-05-24

1. Per. section 11.18 (1)(iv) – Food Trucks and Mobile Food Vendors. No mobile food vendor shall be allowed to operate more than four (4) consecutive days in any one location unless they have the Mayor or City Council's written approval to operate at one location for an extended period of time related to a special event lasting more than four days. Proposed: Operate Monday-Saturday, six days a week.

Recommendation: **Approve**

Reason:

- The applicant has demonstrated that the temporary drive-thru can be run effectively and safely.
- Temporary drive-thru has not disrupted traffic circulation on Highway 78.

VA-07-24

2. Section 8-393 – *Prohibited conduct and requirements. Except for ice cream trucks, no food truck vendor shall operate on any day other than Monday unless such sale is in conjunction with a city-approved special event or film production permit. The applicant proposes to operate six days a week, Monday through Saturday. From hours 7:00am to 8:00 pm*

Recommendation: **Approve**

Reason:

- The applicant has complied with the conditions staff and City Council required as specified in the April 9, 2024, City Council Meeting.

Conditions of Approved on April 9, 2024, City Council Meeting:

- The applicant's variance has an expiration date of four (4) months from the start date and must be renewed by the City Council following the expiration date. (Expiring Friday, July 12, 2024)
- 'Right only' entering and exit is only permitted during operating hours.
- Applicants must provide clear and proper signage for entering and exiting the lot. The applicant must have designated employees on site to help conduct safe entering and exiting on the temporary lot during operating hours.
- Drive-thru vehicle stacking must meet guidelines in *Section 8.09(6) Stacking Space Layout and Design*.
- Applicant must provide a lighting plan that's in conjunction with *section 7.12 – Outdoor Lighting* and must be submitted and reviewed for staff approval.
- Operating hours on temporary property (7:00 am- 8:00 pm) The operating hours are

being followed as described.

MOTION:

VA-05-24 I move to approve Prichard Hospitality LLC dba Chick-fil-A's request to deviate from Section 11.18 and operate a temporary mobile food establishment at one location for six consecutive days.

VA-07-24 I move to approve Prichard Hospitality LLC dba Chick-fil-A's request to deviate from Section 8-393 to operate as a food truck vendor Monday through Saturday.



779 W. Bankhead Hwy- Prichard Hospitality LLC dba Chick-Fil-A
VA-05-24 & VA-07-24
May 3, 2024

Theresa Campbell, City Clerk
City of Villa Rica
571 W. Bankhead Highway
Villa Rica, GA 30180
City Council Meeting: May 14, 2024

Re: Planning Report
779 W. Bankhead Hwy.
VA-05-24
VA-07-24
Applicant's Name: Prichard Hospitality LLC dba Chick-fil-A
Property Owner: Ruby/ Robert Leathers
Land Lot 164, District 6
Parcel # V02 0070004
Lot Size: 14.58 Acre +/-
Ward: 2
City Council Member: Matthew Momtaham
Planning Board Member: David Rodgers
The City of Villa Rica, Carroll County, Georgia

Dear Ms. Campbell:

This planning report is prepared in response to the variance application submitted by Prichard Hospitality LLC dba Chick-fil-A, for the property located at 779 W Bankhead Hwy. This report aims to provide an analysis of the variance request and make recommendations for the City Council's consideration.

Background:

The applicant, Prichard Hospitality LLC dba Chick-fil-A's primary address is a 1.05 arced lot located at 85 Commerce Drive. The applicant's primary address is zoned Commercial, Medium Density (C2). 85 Commerce Drive, is within Villa Rica's I-20 Gateway West character area. On August 5th, 2024 the applicant's restaurant closed to undergo a three-and-a-half-month remodel effort. During the start of the remodel, the applicant went in front of the City Council to request serving limited items on a portion of a temporary lot located approximately 670 feet away from the primary address. The temporary lot is owned by Ruby/Robert Leathers, located at 779 West Bankhead Highway. The 14.58-acre temporary lot is within the suburban Mixed-Use Character area.

779 West Bankhead Highway temporary site has dual zoning. The back two-thirds of the parcel is zoned Industrial, Medium-Density (I2), and the front one-third area of the parcel is zoned Commercial, Low-Density (C1). The applicant is using the (C1) zoned portion of the lot as a temporary drive-thru mobile food establishment.

Abutting west of the 779 West Bankhead Highway lot is Dairy Queen, Thompson Gas, and a road under construction, which leads to the Single Family Attached residential development. To the east of the temporary site is a private driveway (Leathers Street). It is three occupied residential parcels located



adjacent to the temporary site, on Leathers Street. The three occupied residential parcels are zoned Commercial, Medium Density (C2). One occupied residence off Leathers Street that abuts the 779 West Bankhead Highway parcel is zoned Industrial, Medium Density (I2). Abutting east of the temporary site are two deteriorated structures, formerly Taylor's Car Connection Inc. Auto Sales and Pro Tech Auto Sales. Jefferson's Restaurant, Sunoco filling station, and a vacant parcel are all south of the 779 West Bankhead Highway temporary site. North of the temporary lot is Intex DIY, Inc.

779 West Bankhead Highway is located within the Carroll County portion of the city and does not border any of the areas. The site does not feature any streams or natural water features on the temporary site pro area. The City Council voted on a motion to allow the applicant to operate on the temporary lot which would be reviewed during the following City Council Meeting on May 14th, 2024. The City Council approved the applicant's request (5-0) with conditions on April 9th, 2024. One of the applicant's approval conditions is the applicant must be reviewed by the City Council after 30 days. The applicant started implementing the drive-thru site plan on Friday, April 12th, 2024, on the temporary site located at 779 W. Bankhead Highway.

Review of the Variance Request:

The applicant is seeking variances from the following zoning regulation(s):

1. Section 11.18 (1)(iv) – Food Trucks and Mobile Food Vendors. *No mobile food vendor shall be allowed to operate more than four (4) consecutive days in any one location unless they have the Mayor or City Council's written approval to operate at one location for an extended period of time related to a special event lasting more than four days. During days of non-operation, the mobile food vendor and all associated vehicles, etc. must be removed from the premises.*
2. Section 8-393 – Prohibited conduct and requirements. *Except for ice cream trucks, no food truck vendor shall operate on any day other than Monday unless such sale is in conjunction with a city-approved special event or film production permit.*

	Required	Proposed
Section 11.18 (1)(iv)	No mobile food vendor shall be allowed to operate more than four (4) consecutive days in any one location	Operate on temporary property (Proposed hours: 7:00 am- 8:00 pm)
Section 8-393	food truck vendors shall operate on any day other than Monday and only in the downtown central business district (CBD)	Operate Monday-Saturday within a Commercial, Low-Density zone (C-1) mainly but, the lot also has a (I2) zoned portion as well.

Description of Variance Request:



Please see above.

Site Analysis:

The temporary site at 779 West Bankhead Highway presents an amalgamation of vacant commercial and mobile home residential structures. One of the commercial structures, directly off W. Bankhead Highway, formerly housed 759 W. Bankhead Hwy Rubys Restaurant and Bakery. Regrettably, this structure is now showing signs of deterioration and structural instability, with the roof beginning to cave in.

Approximately eight to ten vacant mobile-home trailers occupy the middle and back sections of the (I2) zoned portion of the parcel. These trailers have not been moved or altered significantly. The drive-through area, leading up to the ordering tent, exhibits no discernible hazardous conditions. The grass/gravel area remains free from water or mud accumulation. The Starlight Development project adjacent to the applicant's lot is actively constructing the road leading to the development. Additionally, work has commenced on the sidewalk area near the exit zone of 779 West Bankhead Hwy.

During the remodeling process, Chick-fil-A is serving minimal items from the menu on the 779 West Bankhead temporary site. The Bremen Chick-fil-A restaurant is supplying the temporary site with food items. The Bremen Chick-fil-A is 13 miles (approximately 15 minutes) from the temporary site. New food has been arriving from the Bremen store at an estimated two-hour turnaround. Multiple Chick-fil-A vans travel to the site to drop off limited menu items. A stacking system has been implemented, leading to the ordering table/tent. The applicant has a dual drive-thru area, leading to a tent/table area where employees take orders. Customers enter the drive-thru area from West Bankhead Highway going westbound. The site has not produced significant traffic on Highway 78 since the start of the temporary drive-thru process.

After customers receive meals, they are only allowed to turn right onto West Bankhead Hwy going westbound. Employees, signs, and caution cones are helping customers enter the drive-thru lane and exit on West Bankhead Highway. A mobile food trailer is on-site approximately 20 feet from behind the table/tent but will not be holding any food but will have supplies only. Customer parking is not allowed on the temporary site.

Portable lights are on site, but there is evidence that customers and employees have adequate lighting during operating hours. Customer vehicle stacking is steady and has not experienced an overflow of traffic. The applicant expressed customer traffic is steady in the morning and tapers throughout the day.

Site History

The temporary lot located at 779 West Bankhead Highway has had a multitude of commercial and residential structures operating throughout history. Currently, the property has an array of vacant commercial and mobile home residential structures. One of the commercial vacant structures directly off W. Bankhead Highway was once 759 W. Bankhead Hwy Rubys Restaurant and Bakery. Rubys Restaurant and Bakery was constructed by combining two mobile trailers to form a restaurant. Rubys Restaurant and Bakery has been vacant since 2012 and was supposed to be demoed in February 2024, but the owner was issued a stop-work order for not having proper permitting for demoing a structure. Another commercial building adjacent to the former Rubys Restaurant and Bakery was Quilty Auto Service,



which closed operations in 2022. Quilty Auto Service had a 759 W. Bankhead Hwy address. Goldtown Grill LLC located at 759 W. Bankhead Hwy was open from 2012-2014. Angles In the Kitchen LLC had a short operation in 2021 at the 759 W. Bankhead Hwy address. J & G Autobrokers, LLC was in operation at the 759 W. Bankhead Hwy address. Another commercial use on the parcel under the 759 W. Hwy 78 address was Universal Café and Grill, which operated in 2020 and closed in 2021.

Eight to ten vacant mobile-home trailers are situated toward the middle and back areas of the (I2) zoned portion of the parcel. The property owner said that the mobile-home village contained occupants for approximately 45-55 years until the owner had the occupants evacuated in early March 2024 due to a developer buying the lot. The new developers proposed a U-Haul storage center, but the deal did not see fruition due to geographical issues with the parcel.

Currently, the landowner is hoping to sell the parcel of land and then demolish all the deteriorated vacant structures on the lot and obtain proper permits from the city.

The staff has reviewed the proposed list of variances and their reasonings:

DECISION CRITERIA

The City Council shall review the particular facts and circumstances of each proposed use in terms of the following standards and shall find adequate evidence showing that the use at the proposed location:

Sec. 11.18. - Food trucks and mobile food vendors. GUIDELINES

- a) Mobile food vendors (a mobile food dispensing vehicle that sells prepared food products) and mobile units that sell agricultural produce may be permitted, subject to the approval of a mobile food vendor permit by the Mayor and City Council and the presentation of written permission from the property owner on whose property the mobile food vendor is to be located. All mobile food vending businesses shall be subject to the following criteria:
 - i) A mobile food vending business shall be treated and permitted as a Peddler and subject to the regulations thereof. **Applicant agrees to be treated and permitted as a Peddler and follows subject to the regulations.**
 - ii) All mobile food units shall be self-contained. **After the items are transported from the Bremen store, the food items are in a containment box located at the tent/table area. Condiments and plastic utensils are in the mobile food trailer.**
 - iii) All required Georgia Department of Public Health permits must be obtained and copies provided. **Applicant has sent Georgia Department of Public Health permits and copies.**
 - iv) No mobile food vendor shall be allowed to operate in excess of four (4) consecutive days in any one location unless they have the Mayor or City Council's written approval to operate at one location for an extended period of time related to a special event lasting more than four days. During days of non-operation, the mobile food vendor and all associated vehicles, etc. must be removed from the premises.



The Variance Request VA-05-24

v) Only one mobile food unit shall be permitted on a site smaller than a quarter ($\frac{1}{4}$) acre. A maximum of five mobile food units shall be permitted within a "mobile food unit park" - a.k.a. "food truck court" site larger than quarter ($\frac{1}{4}$) acre but smaller than a $\frac{1}{2}$ acre, unless approved otherwise in writing by the Mayor and City Council for a special event, community event or festival. **The applicant and owner will only have the applicant on the property for operations.**

vi) Mobile food vendors shall only be located and operated in areas or districts zoned non-residential unless they are temporarily operated for specific events held at an institution (i.e. church, school, etc.) that is located on a parcel zoned for residential. **The temporary site is both (C1) and (I2) but the area where Chick-fil-A will operate is within the (C1) zone.**

vii) No more than one mobile food vendor shall operate on the same site per day unless they have the Mayor and City Council's written approval related to a special event or the site is permitted as a "mobile food unit park" - a.k.a. "food truck court." **The applicant is the only mobile food vendor/ use proposed on the site.**

viii) Signage will be limited to signage located on the mobile food unit. No portable signage is allowed, with the exception of a sandwich board-style sign. **Entrance and exit directional signs are on site, and a sandwich board is on site to help customers choose orders.**

ix) Property owners renting space to one or more mobile food units (constituting a "mobile food unit park" - a.k.a. "food truck court") shall be considered lessors and shall be required to pay the same annual business license rate per rental space as required of other landlords. **The applicant is the only mobile vendor on the parcel. All other structures on the lot are currently vacant.**

x) Vending structures shall not be left unattended or stored at any time on the open vending site when vending is not taking place or during restricted hours of operation. **The applicant stated that the mobile vending area will not be left unattended during business hours.**

b) A minimum of four parking spaces per site shall be required for the use of the mobile vendor patrons. Mobile food vendors may not occupy parking spaces required to fulfill the minimum requirements of the principal use unless they have written approval from the Mayor or City Council. **The applicant expressed being drive-thru only. Employees have a designated parking area away from the site customer drive-thru traffic area.**

c) No mobile vendor shall operate in the following areas:

i) Within ten feet from the right-of-way of any public street or roadway. **Applicant is not operating with the right-of-way of any public street or roadway.**

ii) Within a required landscape buffer or improvement setback. **The applicant is not operating within a landscape buffer or improvement setback.**

iii) Within ten feet of any street intersection or crosswalk. **The applicant is not operating within ten feet of any street intersection or crosswalk.**



iv) Within ten feet of any driveway or other curb cut access, loading zone, or designated transit stop. **The applicant is not operating within ten feet of any driveway or other curb cut access, loading zone, or designated transit stop.**

v) In any area within fifteen (15) feet of a building entrance. **Applicant is not operating in any area within fifteen (15) feet of a building entrance.**

vi) On the median strip of a divided roadway. **The applicant is not operating on the median strip of a divided roadway.**

vii) In front of display windows of a fixed location business. **The applicant is not operating in front of display windows of a fixed location business.**

viii) Within ten feet of a fire hydrant or fire escape. **No fire hydrant or fire escape within the proposed operating area.**

ix) Within ten feet of any parking space or access ramp designated for persons with disabilities. **The applicant is not operating within ten feet of any parking space or access ramp designated for persons with disabilities.**

x) On unpaved surfaces, or City property unless otherwise permitted by the Villa Rica City Council. **Per the site plan and the applicant, the sales area is located in a concrete area, but the car stacking will be on a gravel, grassy, dirt area. Section 11.18(x) states operation on unpaved surfaces will need to be City Council (Review) approval.**

d) No vending cart or stand, or any other item related to the operation of a mobile vendor use, shall be located on any city sidewalk or other public way during non-vending hours. Nor shall any vehicle be parked, stored, or left overnight on any city sidewalk or other public way. **The applicant has not had any vending materials, signage, or safety cones left overnight.**

e) Vendors shall keep the sidewalks, roadways, and other spaces adjacent to their vending sites or locations clean and free of paper, peelings, and refuse of any kind generated from their business. All trash or debris accumulating within twenty-five (25) feet of any vending stand shall be collected by the vendor and deposited in a trash container provided by the vendor. The trash container shall be emptied regularly and marked as being for litter. **The applicant has kept the site clean and debris-free during the temporary location use.**

f) Mobile vendors may not do any of the following:

i) Obstruct pedestrian or motor vehicle traffic flow. **Signs and caution cones are on site to help traffic flow both entering and exiting the temporary site.**

ii) Obstruct traffic signals or regulatory signs. **No traffic signals have been obstructed since the operation start date.**

iii) Obstruct adequate access to emergency and sanitation vehicles. **The site plan doesn't indicate any emergency vehicle obstructions.**



iv) Interfere with access to abutting properties. **The applicant has not interfered with the butting properties, but vehicle stacking can still be an issue.**

v) Sound is any device that produces a loud noise or operates any loudspeaker, public address system, radio, sound amplifier, or similar device to attract public attention. **No music has been played on site.**

Sec. 8-393. - Prohibited conduct and requirements.

(a) Except for ice cream trucks, no food truck vendor shall operate on any day other than Monday unless such sale is in conjunction with a city-approved special event or film production permit. **The Variance Request (to be reviewed by City Council)**

(b) Except for ice cream trucks, no food truck vendor shall conduct business or operate in the public right-of-way. **No business has operated in the public right-of-way.**

(c) A food truck vendor shall not operate on any private property without the prior consent of the owner. **The applicant has a signed lease agreement with the property owner.**

(d) A food truck vendor shall maintain a \$1,000,000.00 liability insurance policy. Proof of current liability insurance, issued by an insurance company licensed to do business in Georgia, protecting the food truck vendor, the public, and the city from all claims for damage to property and bodily injury, including death, which may arise from operation under or in connection with the permit. Such insurance shall name the city as an additional insured and shall provide that the policy shall not terminate or be canceled prior to the expiration date without 30 days advanced written notice to the city. **A copy of the \$1,000,000.00 liability insurance policy is provided by the applicant and meets all the requirements within this section.**

(e) Except for ice cream trucks, a food truck vendor shall not make sounds or announcements to call attention to the food truck either while traveling on the public right-of-way or when stationary. At all times said food truck vendor shall comply with the City of Villa Rica noise ordinance. **No sounds or announcements to call attention to the food truck either while traveling on the public right-of-way or when stationary.**

(f) The license under which the food truck vendor is operating must be firmly attached and visible on the mobile food truck vendor at all times. **The Applicant agreed to display the license on the window that the food truck vendor is operating.**



(g) Any driver of a food truck vendor motorized vehicle must possess a valid Georgia driver's license. **Applicant assured that all food truck vendor motorized vehicle drivers will possess a valid Georgia driver's license.**

(h) Except for ice cream trucks, food truck vendors are allowed only in the downtown-central business district. **Part of the variance request. Will need review and approval by the city council.**

(i) Food truck vendors shall not be located within 15 feet of any street intersection or pedestrian crosswalk or 10 feet of any driveway. **Not located within 15 feet of any street intersection or pedestrian crosswalk.**

(j) No sale or offer for sale shall be made by any food truck vendor between 9:00 p.m. and 6:30 a.m. unless such sale is in conjunction with a city-approved special event or film production permit. **Operating hours are 7:00 am to 8:00 pm.**

(k) Vending structures shall not be left unattended or stored at any time on the open vending site when vending is not taking place or during restricted hours of operation.

(l) No sale or offer for sale of ice cream, frozen milk, frozen dairy, or ice confection products shall be made from a food truck vendor unless each side of the vehicle is marked, in letter and numbers at least three inches in height, with the name and address of the food truck vendor licensee. **No sale or offer for sale of ice cream, frozen milk, or frozen dairy has been served at the temporary location.**

(m) The food truck vendor shall comply with all state, federal and local health and safety regulations and requirements and shall obtain and maintain all licenses required by any other health organization or governmental organization having jurisdiction over this subject matter. **Applicant agrees to continue to comply with all state, federal, and local health and safety regulations and requirements and shall obtain and maintain any licenses required by any other health organization or governmental organization having jurisdiction over this subject matter.**

1. Exceptional Circumstances:

No exceptional circumstances have been presented.

2. No Detriment to Public Health, Safety, or Welfare:

Some detriments to public safety can occur. Proper signage and staff assistance actions must be taken to help drive-thru customers enter and exit the premises.

3. Adjacent Property. The use and value of the area adjacent to the property included in the variance will not be affected in a substantially adverse manner; and

The adjacent parcel to the east of the proposed site could potentially be encroached



upon. The entrance drive-thru car stacking could be outstanding and could breach the planned car stacking plan of (8) cars per drive-thru area for restaurants. No disruptions have occurred affecting the adjacent parcels yet.

- 3. Practical Difficulty. The location can still have a potential for practical difficulty such as safety concerns can arise in terms of entering and exiting the temporary site. Will need to continue displaying signage and/or have personnel help delegate customer traffic flow on-site. The chosen temporary location can be considered self-imposed.**

April 9th, 2024 – City Council Meeting Approved Conditions:

- The applicant's variance has an expiration date of four (4) months from the start date and must be renewed by the City Council following the expiration date. **The applicant started the mobile food drive-thru on the temporary site Friday, April 12, 2024, and the variance will expire Friday, July 12, 2024. Should the variance need to be extended the applicant must request one from the City Council.**
- 'Right only' entering and exit is only permitted during operating hours. **The applicant is allowing customers to be a 'right only' entering and exit is only permitted during operating hours.**
- Applicants must provide clear and proper signage for entering and exiting the lot. The applicant must have designated employees on site to help conduct safe entering and exiting on the temporary lot during operating hours.
- *Drive-thru vehicle stacking must meet guidelines in Section 8.09(6) Stacking Space Layout and Design.* **The applicant and the customers are following the Section 8.09 Stacking Space requirements for restaurants. (measurable distance for at least eight (8) vehicles per drive-thru lane).**
- Applicants must provide a lighting plan that is in conjunction with the lighting plan that is in conjunction with *section 7.12 – Outdoor Lighting* must be submitted and reviewed for Staff approval. **A rough light plan was submitted to the staff. The Applicant sent pictures demonstrating that the employees and customers have adequate natural lighting during operational hours. Portable lighting is on site as an added measure of visibility if needed.**
- Operating hours on temporary property (7:00 am- 8:00 pm) **The operating hours are being followed as described.**



Recommendation:

Based on our analysis, we recommend that the City Council take the following actions on the variance request submitted by Prichard Hospitality LLC dba Chick-Fil-A, for the property located at 779 W Bankhead Highway.

VA-05-24

1. Per. section 11.18 (1)(iv) – Food Trucks and Mobile Food Vendors. No mobile food vendor shall be allowed to operate more than four (4) consecutive days in any one location unless they have the Mayor or City Council's written approval to operate at one location for an extended period of time related to a special event lasting more than four days. Proposed: Operate Monday-Saturday, six days a week.

Recommendation: **Approve**

Reason:

- The applicant has demonstrated that the temporary drive-thru can be run effectively and safely.
- Temporary drive-thru has not disrupted traffic circulation on Highway 78.

VA-07-24

2. Section 8-393 – *Prohibited conduct and requirements. Except for ice cream trucks, no food truck vendor shall operate on any day other than Monday unless such sale is in conjunction with a city-approved special event or film production permit. **The applicant proposes to operate six days a week, Monday through Saturday. From hours 7:00am to 8:00 pm***

Recommendation: **Approve**

Reason:

- The applicant has complied with the conditions staff and City Council required as specified in the April 9, 2024, City Council Meeting.

Public Comments:

No Public Comments have been received by the Planning and Zoning staff as per the date of this report.

Conclusion:

In conclusion, this planning report has provided an analysis of the variance request and recommended a course of action for the City Council's consideration. The decision should be



779 W. Bankhead Hwy- Prichard Hospitality LLC dba Chick-Fil-A

VA-05-24 & VA-07-24

May 3, 2024

made in accordance with the city's zoning regulations, comprehensive plan, and the best interests of the community.

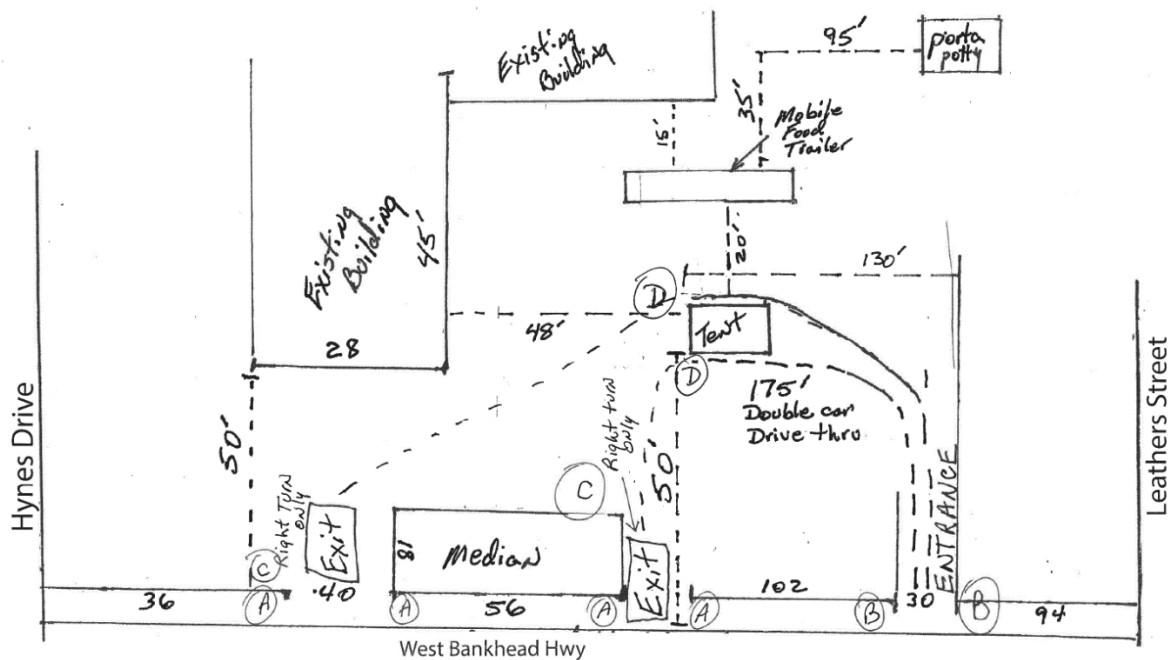
Please let me know if you require any additional information or have any questions regarding this report.

Sincerely,
Shaun Daniels
Planner
City of Villa Rica: Community Development
sdaniels@villarica.gov | 678-785-9995

Attachments:

Original rough site plan

779 West Bankhead Hwy

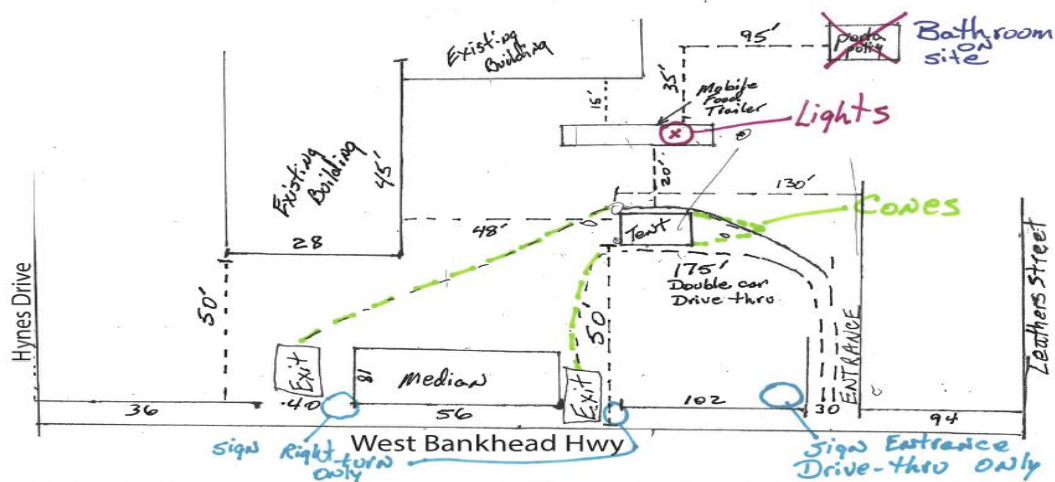




779 W. Bankhead Hwy- Prichard Hospitality LLC dba Chick-Fil-A
VA-05-24 & VA-07-24
May 3, 2024

Updated rough site plan

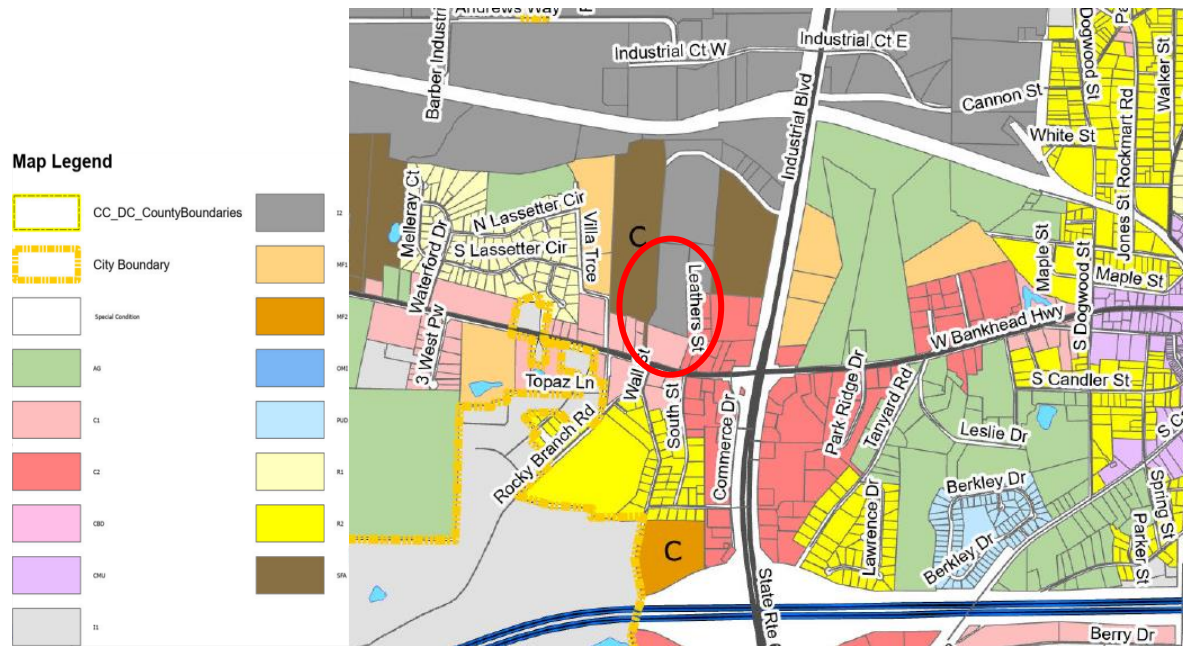
779 West Bankhead Hwy.





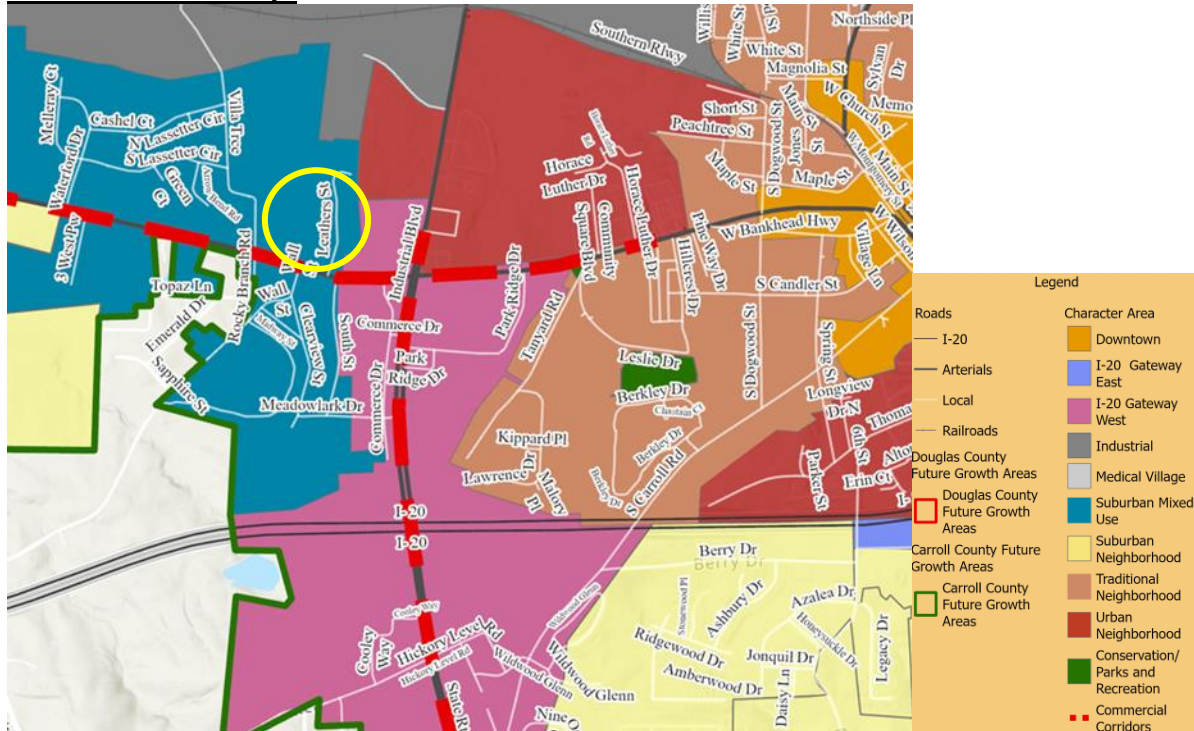
779 W. Bankhead Hwy- Prichard Hospitality LLC dba Chick-Fil-A
VA-05-24 & VA-07-24
May 3, 2024

Zoning Map:





Future Land Use Map:



Planning & Zoning

Office of Community Development

City of Villa Rica

571 West Bankhead

Villa Rica, Ga. 30180

Statement of why the Variance Request made is necessary

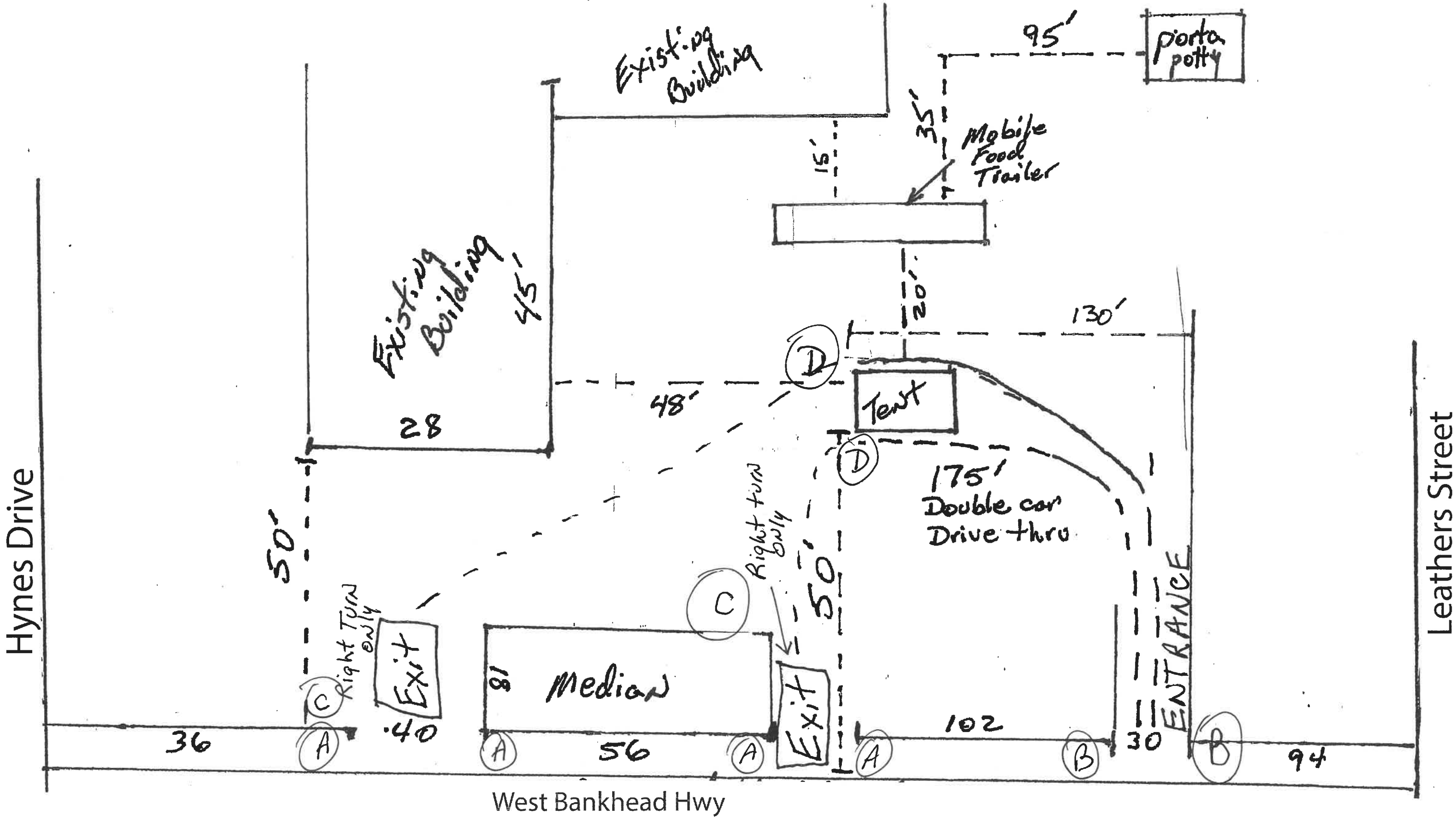
To whom it may concern, the variance request made by Prichard Hospitality LLC, dba Chick-fil-A (VA-05-24) is in response to the limit of 4 consecutive days of operation. Our request is a variance to be open (6) consecutive days. The affected property address is 779 West Bankhead Highway Villa Rica, Ga. 30180.

Prichard Hospitality LLC dba Chick-fil-A Bremen

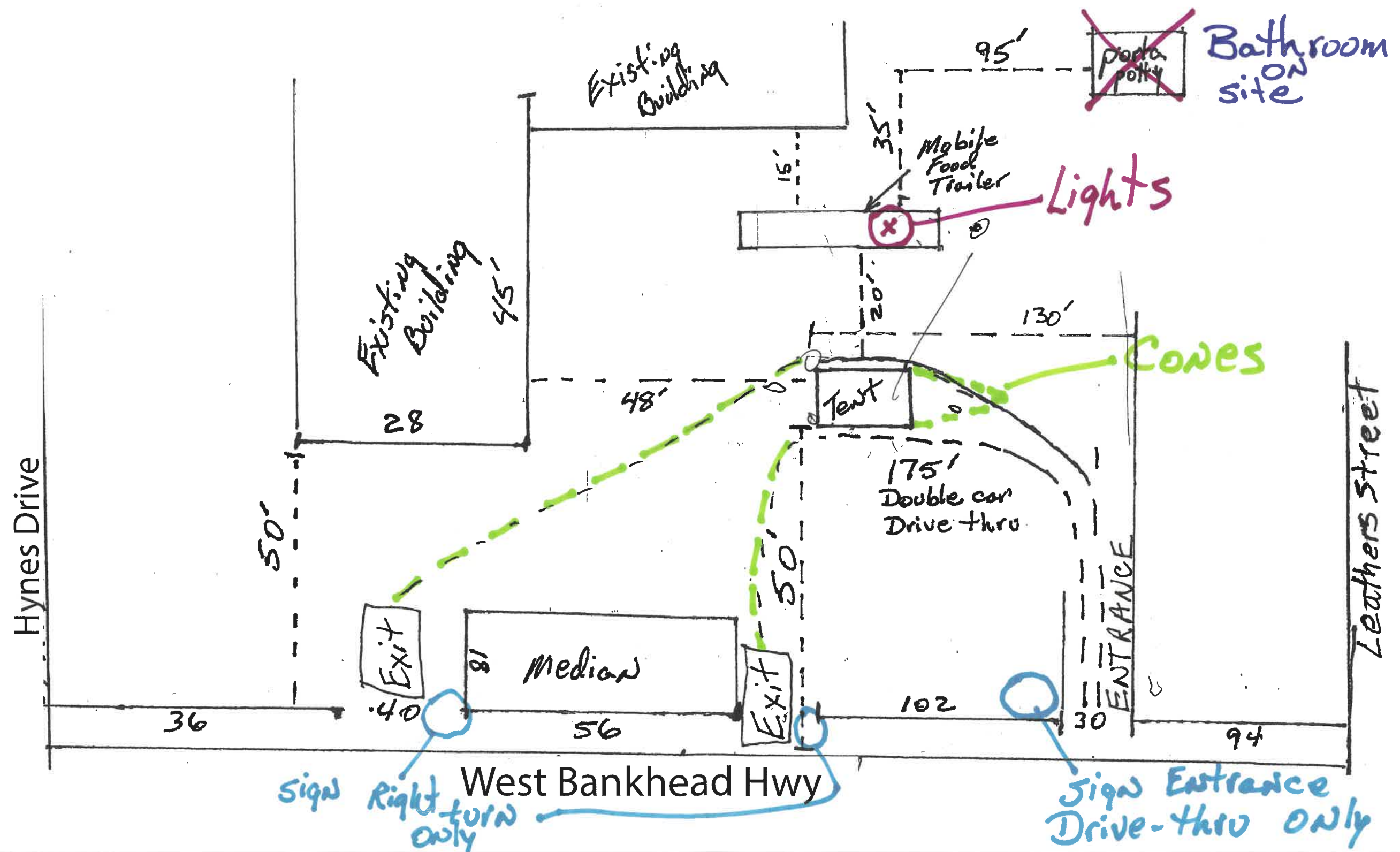
Joshua Prichard

A handwritten signature in dark ink, consisting of a series of loops and a long horizontal stroke extending to the right.

779 West Bankhead Hwy



779 West Bankhead Hwy.





CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: Distilled Spirits Package License Application for Zone 2
and schedule for review

AGENDA DATE: May 14, 2024

DATE PREPARED: April 16, 2024

PREPARED BY: C. David Mecklin, Jr., City Attorney

AMOUNT: N/A

GL ACCOUNT #: N/A

FUNDING SOURCE: N/A

BUDGETED ITEM? N/A

PUBLIC HEARING: N/A

PURPOSE: The City has named presumptive licensees for three out of the four districts pursuant to the City of Villa Rica Distilled Spirits Package Store provisions under the Alcoholic Beverage Ordinance. Currently, Zone 2 does not have a presumptive licensee because the initial presumptive licensee was unable to proceed at the location which had been approved. Consequently, the City is ready to seek new applications for that particular Zone.

BACKGROUND: In order to solicit applications for package store license for Zone 2, the City will begin accepting applications on June 3, 2024. Application packages can be obtained from the Community Development Department. Applications will be received by the City through 12 noon on Monday, July 15, 2024. Any applications not physically received by the Community Development Department by this time will not be considered. All applications must be complete, specifically including the required survey, in order to be considered.

If only one application for the open license is received, then, if approved, the licensee shall be named as the presumptive licensee at the next City Council meeting. If more than one qualified application is received, then a lottery will be held pursuant to previously established City policies on or about August 1, 2024 to select the presumptive licensee for Zone 2 under the Alcoholic Beverage Ordinance.

STAFF RECOMMENDATION: Approval impact N/A

MOTION: I move to approve the process set forth in this Cover Sheet for the issuance of the license for Zone 2 of the Package Store provisions of the Villa Rica Alcoholic Beverages Ordinance (Sec. 4-28) as set forth herein.



CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: Golden City Cruisers Mural at The MILL Amphitheater
AGENDA DATE: May 14, 2024

DATE PREPARED: April 30, 2024
PREPARED BY: Alisa Doyal, Main Street Manager

AMOUNT: \$250
GL ACCOUNT #: NA
FUNDING SOURCE: Golden City Cruisers
BUDGETED ITEM? NA

PURPOSE: Approval of Golden City Cruisers Mural at The MILL amphitheater

BACKGROUND: At the end of last year, the Main Street Design Committee repainted the Coca-Cola Mural located on S. Candler Street to give it a fresh new look with added text. A second mural has been planned to promote the Golden City Cruisers to be painted at The MILL on the roadside of the restroom building. The mural will have their logo and a 1955 Chevrolet and a bench behind the car creating a photo opportunity. The Cruisers have agreed to sponsor the mural to cover the paint supplies.

The Golden City Cruisers is non-profit organization dedicated to raising money for charities and generating enthusiasm for the classic cars. The Cruisers have a monthly “Cruise-In” at The MILL from March – September of each year. Villa Rica Main Street is a platinum sponsor of the organization. The Cruisers provide the cars for the city’s Gold Rush Parade and Christmas parade.

STAFF RECOMMENDATION: Staff recommend approval of the Golden City Cruisers mural at the MILL amphitheater.

IMPACT: Murals add visual interest and beauty to downtown streetscapes, transforming blank walls into captivating works of art. They can brighten up otherwise dull or neglected spaces, making the urban environment more visually appealing for residents, visitors, and passersby.

MOTION: Move to approve the Golden City Cruisers Mural at The MILL amphitheater.



Google



CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: Revised Main Street Advisory Board Bylaws
AGENDA DATE: May 14, 2024

DATE PREPARED: April 29, 2024
PREPARED BY: Alisa Doyal

AMOUNT: NA
GL ACCOUNT #: NA
FUNDING SOURCE: NA
BUDGETED ITEM? NA

PURPOSE: To approve the Revised Main Street Advisory Board Bylaws.

BACKGROUND: The Main Street Advisory Board has all new board members who are new to the organization and are eager and enthusiastic to volunteer and help to promote our downtown district. Excited board members can certainly drive a positive change to a program and contribute to the success of the Villa Rica Main Street Program. To ensure that our program operates efficiently and effectively, amendments are needed to the bylaws in the sections listed below.

- a. Section 4.1 Members – four sponsored events.
- b. Section 6.1 Regular Meetings – number of regular board meetings and place of meetings.
- c. Section 6.13 Board Training – Online Main Street 101 Class.
- d. Section 8.1 Structure – Design Committee and Promotion Committee.
- e. Article IX – City Manager’s Office.
- f. Section 10.3 Year-End Financial Statement – Treasurer.
- g. Appendix B – Main Street 2024 Organizational Chart

STAFF RECOMMENDATION: Staff recommends the approval of the Revised Main Street Advisory Board Bylaws effective May 14, 2024.

IMPACT: Clear and well-defined bylaws will contribute to the effective functioning of the Villa Rica Main Street Program.

MOTION: Move to approve the Revised Main Street Advisory Board Bylaws effective May 14, 2024.

City of Villa Rica

Main Street Advisory Board

Bylaws

Adopted September 22, 2015

ARTICLE I

Name

The name of the organization shall be the City of Villa Rica Main Street Advisory Board (hereinafter the “Advisory Board” or the “Board”).

ARTICLE II

Purposes

Section 2.1 Advisory Board Purpose

The Advisory Board and its committees (the “Main Street Committees” or “Committee”) work with the Main Street Manager (the “Manager”) to carry out the goals of the Main Street Program (the “Program”). The Advisory Board does not handle the day-to-day affairs of the Program, but provides additional insights, input, strategy recommendations, and policy to support the Program. The Advisory Board will assist the Main Street Manager in a number of ways including the following: (1) promote and market downtown as a desirable location for businesses, and aim to achieve full use and occupancy of the downtown district; (2) fund raising for the Program and for special projects, including identifying and utilizing local, state, federal, and private sources including grants and contributions; (3) make policy recommendations and assist in strategic planning and goal setting for the Program; (4) encourage appropriate high-quality design in the maintenance, renovation and re-use of buildings in the Villa Rica Main Street Central Business District (as defined herein); (5) sponsor events and promotional activities in the Villa Rica Main Street Central Business District that foster a sense of community, encourage tourism, and promotes business development; (6) recruiting dedicated volunteers and board members; (7) advocate for the Program and ensure that the Program is carrying out its mission and vision; and such other assistance as the Advisory Board and the Main Street Manager deem necessary.

Section 2.2 Scope of Power

The Advisory Board shall have no right, power or authority to obligate or bind the City of Villa Rica (the “City”) in any manner whatsoever. The Advisory Board is not a governing board but is advisory in nature with no power of authority over day-to-day operations of the Program or the Main Street Manager.

Section 2.3 Main Street Program Purpose

The Program is sponsored and governed by the City, and is a division of the City's Community Development Department. The Program works to maintain a strong, viable, and broad-based downtown revitalization program that embraces the implementation of best downtown development practices in accordance to the Georgia Main Street Program and the National Main Street Center's guiding principles and Main Street Approach.

ARTICLE III Boundaries

The map below indicates the boundaries of the Villa Rica Main Street Central Business District (the "Central Business District"). The primary focus area of the Central Business District will be defined by portions of South Carroll Road, Main Street, East Montgomery Street, West Montgomery Street, South Candler, North Candler Street, North Avenue, West Wilson Street, East Wilson Street, Westview Drive, Temple Street, South Carroll, North Carroll, and West Bankhead Highway as shown on the Central Business District map, attached hereto at Appendix A and incorporated herein by this express reference.

ARTICLE IV Advisory Board Members

Section 4.1 Members

The Advisory Board shall consist of seven (7) members ("Board Members") solicited by current Board Members and the Main Street Manager, with official appointment made by City Council. Board Members will serve staggered terms and shall be appointed for one-, two-, and three-year terms, respectively. **Amendment: Board members may serve consecutive terms if recommended by the board and approved by the city council.** ~~No Board Member shall serve more than two consecutive three-year terms without stepping down from serving for at least one year.~~ Appointments to the Board for the upcoming calendar year shall be made at a meeting in November, or at some other time, as approved by a majority vote of the Board, to ensure that official appointment by City Council has been made by the Board's first meeting of the next calendar year. All Board Members shall commit to working, volunteering, or participating, on behalf of the Program, in at least two of the Program's sponsored events.

Section 4.2 Qualifications of Advisory Board Members

Persons selected for appointment to the Advisory Board by current Board Members and/or the Main Street Manager shall have interests and/or experience in economic development of downtown areas or in historic preservation, and be willing to actively participate. The make-up of the Advisory Board should strive for diversity, seeking representation from public and private groups. There will not be a majority of any occupation on the Advisory Board. Board Members must be of sound mind and of legal age to serve. The composition of the background, experiences, and occupations of the Board Member's comprising the Advisory Board shall be consistent with the Georgia Main Street Annual Standards of Accreditation.

Section 4.3 Resignation

A Board Member wishing to resign from the Advisory Board shall submit a letter of resignation to the Main Street Manager, Board President, or Vice President. Upon Receipt of a Board Member's resignation, the Main Street Manager, Board President, or Vice President must present the Board Member's resignation to the entire Advisory Board. A Board Member resigning from the Board must expressly state whether the resignation is with immediate effect or provide a date the resignation will take effect. If a Board Member submits his/her resignation, whether to be effective immediately or at a future date, a Vacancy occurs on the tenth day after the date of its receipt by the Advisory Board. The Advisory Board may not refuse to accept a resignation, however during the 10-day waiting period; the resigning Board Member may rescind his/her resignation with a majority of vote of the Board Members. The Board Member who initially sought resignation shall not be permitted to participate in the vote, or the discussion preceding the vote, considering whether that Board Member's desire to rescind his/her resignation will be permitted.

Section 4.4 Vacancies

If a Vacancy occurs on the Advisory Board because of death, resignation, refusal to serve, or for a reason other than the normal expiration of a term of office; the Board shall propose a new candidate to fill the Vacancy by majority vote of the remaining Board Members. The candidate shall become a Board Member with the approval of the City Council. The Board Member filling such Vacancy shall fill the unexpired term of his/her predecessor.

ARTICLE V Officers

Section 5.1 Officers and Elections

The officers of the Advisory Board ("Board Officers") shall consist of a President, Vice-President, Treasurer, and Secretary. Board Officers shall be elected by a majority vote of the Advisory Board at the first regular meeting after the annual City Council Advisory Board appointment process.

No person shall be elected President who has not served at least one year on the Advisory Board.

Section 5.2 Terms of Office

Board Officers shall serve for elected annually.

Section 5.3 Board Officer Vacancies

In the event of a vacancy in the office of President, the Vice President shall serve as President.

In the event of a vacancy in the offices of Vice President, Treasurer, or Secretary the Advisory Board shall elect a replacement and successor Board Officer by majority vote of Board Members at the next regularly scheduled meeting, or as soon as reasonably practical for the unexpired term.

If possible, the Board Officer creating the vacancy shall continue to serve until the vacancy is filled.

Section 5.4 Duties

- A. President, whose duties include chairing all meetings of the Board, acting as a representative of the Board in functions requiring such representation, and acting as the Board liaison to support the Main Street Manager in facilitating the goals of the Program.
- B. Vice President, who shall assume all duties outlined for the President in his/her absence.
- C. Treasurer, who shall keep record of all income and expenses for the Main Street budget and the Main Street fundraising account. At the Annual Meeting, and at regular Advisory Board meetings, the Treasurer will provide a report and summary statement on the financial affairs of the Program.
- D. Secretary, whose duties include recording the minutes at meetings of the Board, presenting said minutes to the Board for review and acceptance by the Board, and maintaining Program records that result from Board meetings. The Secretary shall mail copies of the Minutes of each membership meeting to all members within 15 days from the conclusion of each meeting.
- E. Temporary Officers. In cases of absence or disability of an Officer of the Program, the remaining Officers may vote to delegate the powers and duties of such Officer to any other Officer or Member of the Board.
- F. Removal. Officers who fail to fulfill their duties and have three consecutive unexcused absences from regular Board meetings may be removed from office by a vote of the Board. **Amendment: Officers may also be removed upon motion by any board member at any time. In this event, the board member(s) moving for a motion to remove a board member and any board member(s) seconding said motion shall state his/her reasons for motioning approval and the board member who is the subject of said motion shall have an opportunity to respond. The motion of removal shall be granted upon majority of vote of the 7-member board and with approval of City Council.**

ARTICLE VI Meetings

Section 6.1 Regular Meetings

Regular meetings of the Board shall be held not less than eight (8) times during a calendar year, unless the Main Street Manager, in conjunction with the Board President, deems necessary by any or all parties. Meetings of the Advisory Board shall be held in the City Hall conference room, located at 571 W. Bankhead Hwy., Villa Rica, GA 30180, or such other place as designated by the Advisory Board. Regular meetings shall be held on the third Friday of the month, unless such day falls on a city observed holiday, in which event the regular meeting for that month shall be postponed to the following month at the same hour and place.

Section 6.2 Agenda

Items may be placed on the agenda by the Main Street Manager, Board President, or at the request of a Board Member. The party (or individual) requesting the agenda item will be responsible for the initial presentation at the meeting. Items included on the agenda must be submitted to the Main Street Manager no later than one week before the Advisory Board meeting at which the agenda item will be considered. Agenda packets for regular meetings will be provided to the Members in advance of the scheduled Board meeting. Agenda packets will contain the posted agenda, typed minutes of the last meeting, and any other necessary documents.

Section 6.3 Special Called Meetings

The Board President, Main Street Manager, or at least a quorum of the Advisory Board may, when deemed necessary, call special meetings of the Advisory Board.

Section 6.4 Quorum

A quorum is required for the purpose of transacting all business of the Board at any regularly scheduled meeting of the Main Street Advisory Board. No action of the Advisory Board or any individual Board Member shall be an official action of the Program unless approved by a majority of Board Members present at an official board meeting. A quorum shall consist of four (4) voting Board Members. If a quorum is not present or represented at any meeting of the Advisory Board, a majority of the Board Members entitled to vote thereat, present in person, may adjourn the meeting, until a quorum shall be present or represented. At such adjourned meeting at which a quorum shall be present or represented, any business may be transacted which might have been transacted at the meeting as originally notified.

Section 6.5 Call to Order

Advisory Board meetings will be called to order by the Board President, or if absent, by the Vice President. In the absence of both the President and Vice President, the meeting shall be called to order by the Secretary, and a temporary President shall be elected to preside over the meeting.

Section 6.6 Notice

Written or electronic notice of every meeting of the Board stating the place, date, and hour of the meeting, shall be given either personally or by mail to each member not less than five (5) days before the date of the meeting.

Section 6.7 Attendance

Board Members are required to attend Board meetings and be prepared to discuss the issues on the agenda. A Member shall notify the Main Street Manager or Board President if the Member is unable to attend a meeting. Any Board Member missing three regularly scheduled meetings shall be contacted by the President, or his/her designee, regarding the absentee Board Member's desire to continue to serve. In the event a Board Member misses more than four regularly scheduled meetings during a calendar year, they shall be automatically removed from the Board and his/her position shall be filled pursuant to Section 4.4 of these Bylaws.

Section 6.8 Voting

When a quorum is present at any meeting, the vote of a majority of the Board Members present in person decides any question brought before such meeting, unless the question is one upon which the express provisions of law or these Bylaws require a different vote, in which case such express provisions shall govern and control the decision of the question. Each Board Member shall at every meeting of the Advisory Board be entitled to one vote. No Board Member may vote by proxy.

The Main Street Manager shall be a non-voting member of the Advisory Board and the Manager, or his/her designee, shall be present at all meetings of the Advisory Board.

Section 6.9 Electronic Voting

Board Members, by providing an e-mail address to receive electronic transmission, consent to electronic transmission of information (including meeting notices) and to conduct votes via electronic transmission. Such votes are considered final action on the matter if there is unanimous consent of the Advisory Board. After two successive failed attempts to contact a Board Member by electronic means, consent by that Board Member will be considered to be revoked.

Section 6.10 Public Participation

In accordance with City Policy, the public is welcome and invited to attend Board meetings and to speak on any item on the agenda. A person wishing to address the Board must sign up to speak in accordance with the policy of the City Council concerning participation and general public comment at public meetings. Sign-up sheets will be available and should be submitted to the Main Street Manager prior to the start of the meeting. If any written materials are to be provided to the Board, a copy shall also be provided to the Main Street Manager for inclusion in the minutes of the meeting. Speakers shall be allowed a maximum of three (3) minutes to speak, but may take up to six (6) minutes if another individual who signs up to speak yields the time to the speaker. A person who disrupts the meeting may be asked to leave and be removed.

Section 6.11 Open Meetings

Public notice of Board meetings shall be provided in accordance with the provisions of the Georgia Open Meetings Act. All Board meetings and deliberations shall be open to the public, except for properly noticed closed session matters, and shall be conducted in accordance with the provisions of the Georgia Open Meetings Act.

Section 6.12 Closed Sessions

The Board may conduct closed sessions as allowed by law, on properly noticed closed session matters, such as consultation with attorney on legal matters, deliberation regarding the value of real property, competitive utility matters, and economic development negotiations. A certified agenda shall be made of all closed sessions of Board meetings.

Section 6.13 Board Orientation

All new members of the Main Street Advisory Board shall participate in an orientation program familiarizing themselves with the goals and objectives of the program and with their responsibilities.

Section 6.14 Annual Meeting

An annual meeting of the Board shall be held at the first regular meeting of the new calendar year for the purposes of electing officers and transacting such other business.

ARTICLE VII

Reports to City Council

The Advisory Board shall meet with City Council, as requested, to provide reports and to determine how the Board may best serve the City of Villa Rica. Board Reports will be made at a regularly scheduled Council meeting. The Board must submit an annual report to City Council each year.

ARTICLE VIII

Committees

Section 8.1 Structure

In an effort to revitalize the downtown district through historic preservation-based economic development, the Program will utilize the Main Street Four-Point Approach, and other applicable guiding principles and Main Street Approach of the National Main Street Center and Georgia Main Street Program, to leverage success. The Program will have the following standing Main Street Committees:

- A. Organization Committee. The Organization Committee plays a key role in keeping the board, committees, and program-of-work in good shape by attracting people and money to the organization. The City of Villa Rica Main Street Advisory Board will function as the Organization Committee.
- B. Economic Development Committee. The Economic Development Committee promotes the interests of downtown businesses and assists the Main Street Manager in recruiting desirable businesses to the Central Business District.
- C. Design Committee. The City of Villa Rica Historic Preservation Board will function as the Design Committee to protect and improve Villa Rica's built and natural environment through historic preservation.
- D. Promotion Committee. The Promotion Committee fosters good will among residents and attracts tourists by participating in and coordinating special events and promotional activities. The Committee also assists in the implementation of marketing initiatives for the district.

The Program shall also have other committees and ad hoc bodies as the Advisory Board and Main Street Manager may from time to time establish in accordance with the Georgia Main Street Program and the National Main Street Center's guiding principles and Main Street Approach. Main Street Committees must submit a written report to the Main Street Manager one week prior to each regularly scheduled Board meeting. Main Street Committees must also submit minutes of each meeting to the Main Street Manager.

Section 8.2 Committee Members

Main Street Committees shall consist of not less than three (3) members, and shall have as chairperson who shall be responsible for directing and coordinating the affairs of the Main Street Committee. At least one Board member must be represented on each Main Street Committee. The terms of the Main Street Committees shall be for one year.

Main Street Committees will be appointed by the Main Street Manager and Board President with the approval of the Advisory Board. Main Street Committees need not be limited to the Program's downtown businesses, but can have representatives from other relevant areas of the community.

ARTICLE IX Main Street Program Manager

The Main Street Manager is an employee of the City that reports directly to Director of Economic Development as illustrated in the Main Street Organizational Chart attached hereto as Appendix B and is incorporated herein by this express reference. The Main Street Manager shall manage the daily operations of the Program and shall be responsible for the coordination and the implementation of the Program's policies and projects and such other duties as may be required. The Main Street Manager shall serve as a liaison between the Advisory Board and Main Street Committees. The office of the Main Street Manager shall be located within the downtown district in accordance to Georgia Department of Community Affairs guidelines. The Manager will maintain information regarding the revitalization in the Central Business District.

ARTICLE X Finances and General Provisions

Section 10.1 Fiscal Year.

The fiscal year of the Program will begin on the first day of January, and end on the last day of December of each year. On the first year of creation, the fiscal year will begin upon creation and end on the last day of December.

Section 10.2 Funds.

The Advisory Board and the Board Members have no authority to expend funds or to incur or make an obligation on behalf of the City unless authorized and approved by City Council. Board Members may be reimbursed for expenses authorized and approved by City Council and the Advisory Board. The Advisory Board shall have the authority to administer the monies from the Main Street Fundraising Account with the support of the City. The Advisory Board is required to submit a report of all fundraising incoming and spending to the Main Street Manager and the City Council in a timely manner.

Section 10.3 Year-End Financial Statement.

Within two months after the close of the fiscal year, the Treasurer will prepare a year-end financial statement showing in reasonable detail the source and application of the previous year's funds and the financial condition of the Program. This statement will be presented to the Advisory Board at

a regular Board meeting. All finances, accounts, and monies of the Program will be audited by, and in coordination, with the City.

ARTICLE XI

Books and Records

Correct books of account of the activities and transactions of the Program shall be kept at the office of the Program. These shall include a minute book, which shall contain a copy of these Bylaws and all minutes of meetings of the Advisory Board, work plans, and vision and mission statements.

ARTICLE XII

Conflict of Interest

Any Board Member who has a financial, personal, or official interest in, or conflict (or appearance of a conflict) with any matter pending before the Advisory Board, of such nature that it prevents or may prevent that Board Member from acting on the matter in an impartial manner, shall disclose such conflict and the Board shall abide by the following protocol:

- A. Abstinance from Vote. When any conflict of interest is relevant to a matter requiring action by the Advisory Board, the interested person shall call it to the attention of the Board or its appropriate Committee and such person shall not vote on the matter; provided however, any Board Member disclosing a possible conflict of interest may be counted in determining the presence of a quorum at a meeting of the Advisory Board or a Committee thereof.
- B. Absence from Discussion. Unless requested to remain present during the meeting, the person having the conflict shall retire from the room in which the Advisory Board or its Committee is meeting and shall not participate in the final deliberation or decision regarding the matter under consideration. However, that person shall provide the Board or Committee with any and all relevant information.
- C. Minutes. The minutes of the meeting of the Advisory Board or one of its Committees shall reflect that the conflict of interest was disclosed and that the interested person was not present during the final discussion or vote, and did not vote. When there is doubt as to whether a conflict of interest exists, the matter shall be resolved by a vote of the Advisory Board or its Committee, excluding the person concerning whose situation the doubt has arisen.

Section 12.1 Annual Review.

A copy of this conflict of interest bylaw shall be furnished to each Board Member and Officer who is presently serving the Program, or who may hereafter become associated with the Program. This policy shall be reviewed annually for the information and guidance of Board Members, Officers, and staff members. Any new Board Members or Officers shall be advised of this policy upon undertaking the duties of such office.

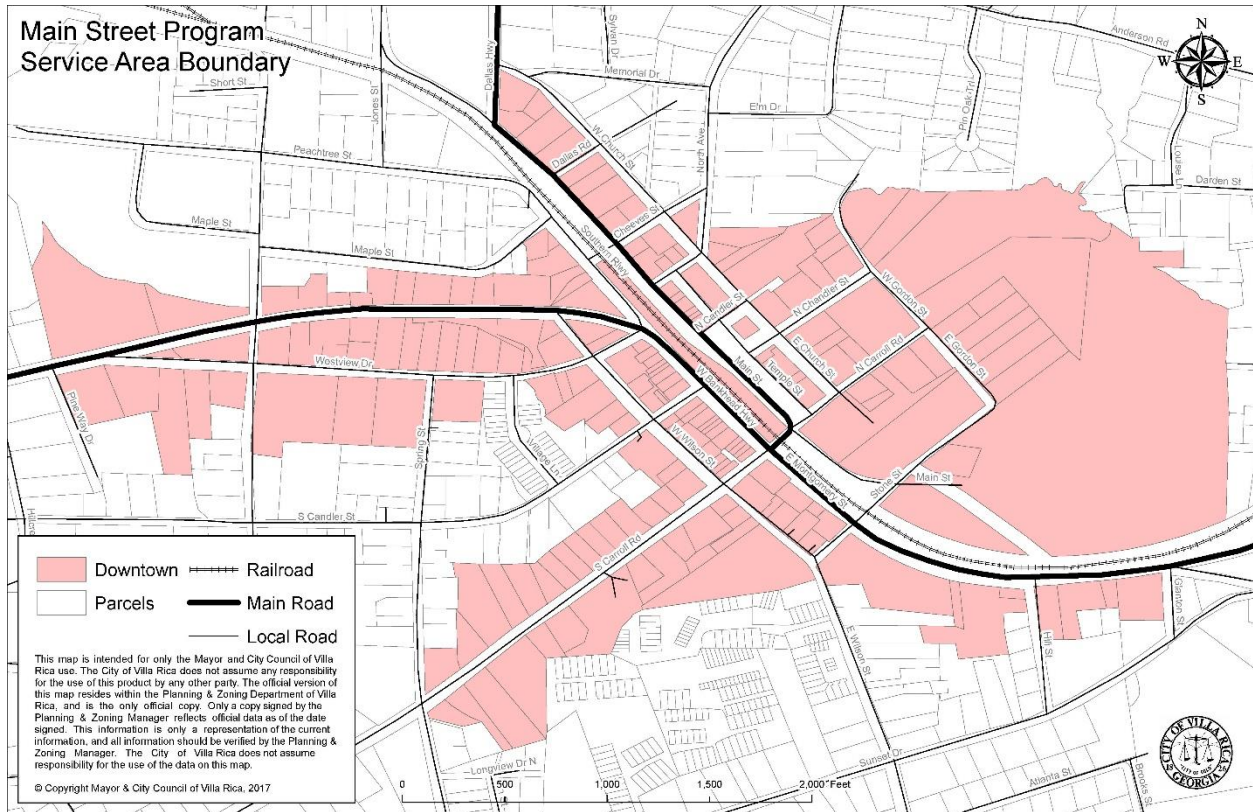
ARTICLE XIII

Amendments

The Advisory Board shall have the power to alter, amend, or repeal the Bylaws or adopt new Bylaws by a quorum vote at a duly called meeting of the Board. However, the Board's proposed amendments to the Bylaws must be approved by City Council. Bylaw amendments are not effective until approved by City Council.

Appendix A

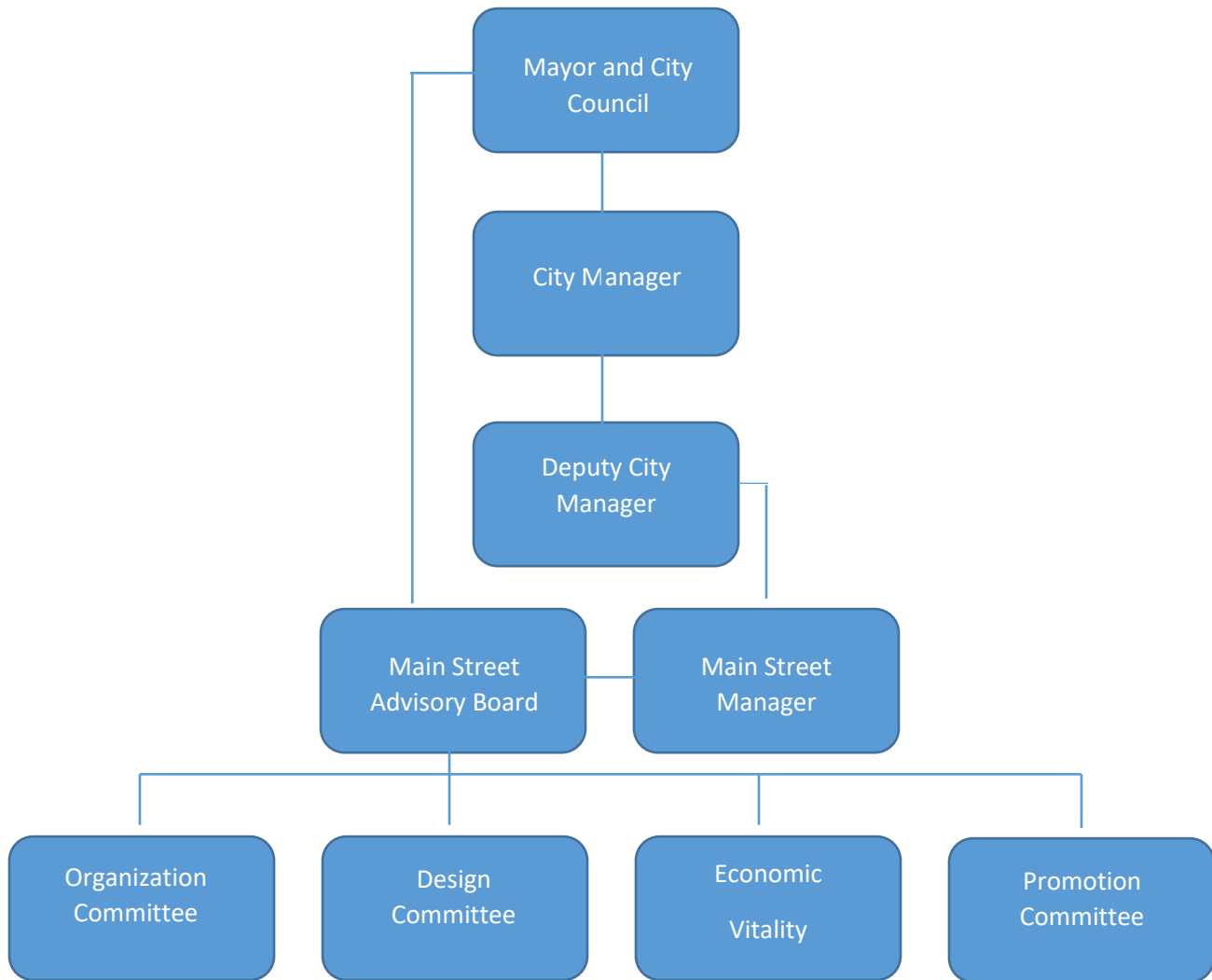
Villa Rica Main Street Downtown Central Business District



Appendix B

Main Street Villa Rica Organizational Chart

City Sponsored Program



City of Villa Rica

Main Street Advisory Board

Bylaws

ARTICLE I

Name

The name of the organization shall be the City of Villa Rica Main Street Advisory Board (hereinafter the “Advisory Board” or the “Board”).

ARTICLE II

Purposes

Section 2.1 Advisory Board Purpose

The Advisory Board and its committees (the “Main Street Committees” or “Committee”) work with the Main Street Manager (the “Manager”) to carry out the goals of the Main Street Program (the “Program”). The Advisory Board does not handle the day-to-day affairs of the Program, but provides additional insights, input, strategy recommendations, and policy to support the Program. The Advisory Board will assist the Main Street Manager in a number of ways including the following: (1) promote and market downtown as a desirable location for businesses, and aim to achieve full use and occupancy of the downtown district; (2) fund raising for the Program and for special projects, including identifying and utilizing local, state, federal, and private sources including grants and contributions; (3) make policy recommendations and assist in strategic planning and goal setting for the Program; (4) encourage appropriate high-quality design in the maintenance, renovation and re-use of buildings in the Villa Rica Main Street Central Business District (as defined herein); (5) sponsor events and promotional activities in the Villa Rica Main Street Central Business District that foster a sense of community, encourage tourism, and promotes business development; (6) recruiting dedicated volunteers and board members; (7) advocate for the Program and ensure that the Program is carrying out its mission and vision; and such other assistance as the Advisory Board and the Main Street Manager deem necessary.

Section 2.2 Scope of Power

The Advisory Board shall have no right, power or authority to obligate or bind the City of Villa Rica (the “City”) in any manner whatsoever. The Advisory Board is not a governing board but is advisory in nature with no power of authority over day-to-day operations of the Program or the Main Street Manager.

Section 2.3 Main Street Program Purpose

The Program is sponsored and governed by the City of Villa Rica and is a division of the City's Main Street Department. The Program works to maintain a strong, viable, and broad-based downtown revitalization program that embraces the implementation of best downtown development practices in accordance with the Georgia Main Street Program and the National Main Street Center's guiding principles and Main Street Approach.

ARTICLE III Boundaries

The map attached indicates the boundaries of the Villa Rica Main Street Central Business District (the "Central Business District"). The primary focus area of the Central Business District will be defined by portions of South Carroll Road, Main Street, East Montgomery Street, West Montgomery Street, South Candler, North Candler Street, North Avenue, West Wilson Street, East Wilson Street, Westview Drive, Temple Street, South Carroll, North Carroll, and West Bankhead Highway as shown on the Central Business District map, attached hereto at Appendix A and incorporated herein by this express reference.

ARTICLE IV Advisory Board Members

Section 4.1 Members

The Advisory Board shall consist of seven (7) members ("Board Members") solicited by current Board Members and the Main Street Manager, with official appointment made by City Council. Initial appointments shall be for one-, two-, and three-year terms. Subsequent appointments shall be 3-year terms. Board members may serve consecutive terms if recommended by the board and approved by the city council. Appointments to the Board for the upcoming calendar year shall be made at a meeting in November, or at some other time, as approved by a majority vote of the Board, to ensure that official appointment by City Council has been made by the Board's first meeting of the next calendar year. All Board Members shall commit to working, volunteering, or participating, on behalf of the Program, in at least **four** of the Program's sponsored events.

Section 4.2 Qualifications of Advisory Board Members

Persons selected for appointment to the Advisory Board by current Board Members and/or the Main Street Manager shall have interests and/or experience in economic development of downtown areas or in historic preservation, and be willing to actively participate. The make-up of the Advisory Board should strive for diversity, seeking representation from public and private groups. There will not be a majority of any occupation on the Advisory Board. Board Members must be of sound mind and of legal age to serve. The composition of the background, experiences, and occupations of the Board Member's comprising the Advisory Board shall be consistent with the Georgia Main Street Annual Standards of Accreditation.

Section 4.3 Resignation

A Board Member wishing to resign from the Advisory Board shall submit a letter of resignation to the Main Street Manager, Board President, or Vice President. Upon Receipt of a Board member's resignation, the Main Street Manager, Board President, or Vice President must present

the Board Member's resignation to the entire Advisory Board. A Board Member resigning from the Board must expressly state whether the resignation is with immediate effect or provide a date the resignation will take effect. If a Board Member submits his/her resignation, whether to be effective immediately or at a future date, a Vacancy occurs on the tenth day after the date of its receipt by the Advisory Board. The Advisory Board may not refuse to accept a resignation, however during the 10-day waiting period; the resigning Board Member may rescind his/her resignation with a majority of vote of the Board Members. The Board Member who initially sought resignation shall not be permitted to participate in the vote, or the discussion preceding the vote, considering whether that Board Member's desire to rescind his/her resignation will be permitted.

Section 4.4 Vacancies

If a Vacancy occurs on the Advisory Board because of death, resignation, refusal to serve, or for a reason other than the normal expiration of a term of office; the Board shall propose a new candidate to fill the Vacancy by majority vote of the remaining Board Members. The candidate shall become a Board Member with the approval of the City Council. The Board Member filling such Vacancy shall fill the unexpired term of his/her predecessor.

Section 4.5 Removal

Board members who fail to fulfill their duties and have three consecutive unexcused absences from regular board meetings are subject to removal. Members may be removed pursuant of the provisions of Sec. 3.12 of the City Charter.

ARTICLE V Officers

Section 5.1 Officers and Elections

The officers of the Advisory Board ("Board Officers") shall consist of a President, Vice-President, Treasurer, and Secretary. Board Officers shall be elected by a majority vote of the Advisory Board at the first regular meeting after the annual City Council Advisory Board appointment process.

No person shall be elected President who has not served at least one year on the Advisory Board.

Section 5.2 Terms of Office

Board Officers shall serve for elected annually.

Section 5.3 Board Officer Vacancies

In the event of a vacancy in the office of President, the Vice President shall serve as President.

In the event of a vacancy in the offices of Vice President, Treasurer, or Secretary the Advisory Board shall elect a replacement and successor Board Officer by majority vote of Board Members at the next regularly scheduled meeting, or as soon as reasonably practical for the unexpired term.

If possible, the Board Officer creating the vacancy shall continue to serve until the vacancy is filled.

Section 5.4 Duties

- A. President, whose duties include chairing all meetings of the Board, acting as a representative of the Board in functions requiring such representation, and acting as the Board liaison to support the Main Street Manager in facilitating the goals of the Program.
- B. Vice President, who shall assume all duties outlined for the President in his/her absence.
- C. Treasurer, who shall keep record of all income and expenses for the Main Street budget and the Main Street fundraising account. At the Annual Meeting, and at regular Advisory Board meetings, the Treasurer will provide a report and summary statement on the financial affairs of the Program.
- D. Secretary, whose duties include recording the minutes at meetings of the Board, presenting said minutes to the Board for review and acceptance by the Board, and maintaining Program records that result from Board meetings. The Secretary shall mail copies of the Minutes of each membership meeting to all members within 15 days from the conclusion of each meeting.
- E. Temporary Officers. In cases of absence or disability of an Officer of the Program, the remaining Officers may vote to delegate the powers and duties of such Officer to any other Officer or Member of the Board.

Section 6.1 Regular Meetings

Regular meetings of the Board shall be held not less than **nine (9) times** during a calendar year, unless the Main Street Manager, in conjunction with the Board President, deems necessary by any or all parties. Meetings of the Advisory Board shall be held at the **Welcome Center, 106 Temple Street, Villa Rica, GA 30180**, or such other place as designated by the Advisory Board. Regular meetings shall be held on the third Friday of the month, unless such day falls on a city observed holiday, in which event the regular meeting for that month shall be postponed to the following month at the same hour and place.

Section 6.2 Agenda

Items may be placed on the agenda by the Main Street Manager, Board President, or at the request of a Board Member. The party (or individual) requesting the agenda item will be responsible for the initial presentation at the meeting. Items included on the agenda must be submitted to the Main Street Manager no later than one week before the Advisory Board meeting at which the agenda item will be considered. Agenda packets for regular meetings will be provided to the Members in advance of the scheduled Board meeting. Agenda packets will contain the posted agenda, typed minutes of the last meeting, and any other necessary documents.

Section 6.3 Special Called Meetings

The Board President, Main Street Manager, or at least a quorum of the Advisory Board may, when deemed necessary, call special meetings of the Advisory Board.

Section 6.4 Quorum

A quorum is required for the purpose of transacting all business of the Board at any regularly scheduled meeting of the Main Street Advisory Board. No action of the Advisory Board or any individual Board Member shall be an official action of the Program unless approved by a majority of Board Members present at an official board meeting. A quorum shall consist of four (4) voting Board Members. If a quorum is not present or represented at any meeting of the Advisory Board, a majority of the Board Members entitled to vote thereat, present in person, may adjourn the meeting, until a quorum shall be present or represented. At such adjourned meeting at which a quorum shall be present or represented, any business may be transacted which might have been transacted at the meeting as originally notified.

Section 6.5 Call to Order

Advisory Board meetings will be called to order by the Board President, or if absent, by the Vice President. In the absence of both the President and Vice President, the meeting shall be called to order by the Secretary, and a temporary President shall be elected to preside over the meeting.

Section 6.6 Notice

Written or electronic notice of every meeting of the Board stating the place, date, and hour of the meeting, shall be given either personally or by mail to each member not less than five (5) days before the date of the meeting.

Section 6.7 Attendance

Board Members are required to attend Board meetings and be prepared to discuss the issues on the agenda. A Member shall notify the Main Street Manager or Board President if the Member is unable to attend a meeting. Any Board Member missing three regularly scheduled meetings shall be contacted by the President, or his/her designee, regarding the absentee Board Member's desire to continue to serve.

Section 6.8 Voting

When a quorum is present at any meeting, the vote of a majority of the Board Members present in person decides any question brought before such meeting, unless the question is one upon which the express provisions of law or these Bylaws require a different vote, in which case such express provisions shall govern and control the decision of the question. Each Board Member shall at every meeting of the Advisory Board be entitled to one vote. No Board Member may vote by proxy.

The Main Street Manager shall be a non-voting member of the Advisory Board and the Manager, or his/her designee, shall be present at all meetings of the Advisory Board.

Section 6.9 Electronic Voting

Board Members, by providing an e-mail address to receive electronic transmission, consent to electronic transmission of information (including meeting notices) and to conduct votes via electronic transmission. Such votes are considered final action on the matter if there is unanimous consent of the Advisory Board. After two successive failed attempts to contact a Board Member by electronic means, consent by that Board Member will be considered to be revoked.

Section 6.10 Public Participation

In accordance with City Policy, the public is welcome and invited to attend Board meetings and to speak on any item on the agenda. A person wishing to address the Board must sign up to speak in accordance with the policy of the City Council concerning participation and general public comment at public meetings. Sign-up sheets will be available and should be submitted to the Main Street Manager prior to the start of the meeting. If any written materials are to be provided to the Board, a copy shall also be provided to the Main Street Manager for inclusion in the minutes of the meeting. Speakers shall be allowed a maximum of three (3) minutes to speak, but may take up to six (6) minutes if another individual who signs up to speak yields the time to the speaker. A person who disrupts the meeting may be asked to leave and be removed.

Section 6.11 Open Meetings

Public notice of Board meetings shall be provided in accordance with the provisions of the Georgia Open Meetings Act. All Board meetings and deliberations shall be open to the public, except for properly noticed closed session matters, and shall be conducted in accordance with the provisions of the Georgia Open Meetings Act.

Section 6.12 Closed Sessions

The Board may conduct closed sessions as allowed by law, on properly noticed closed session matters, such as consultation with attorney on legal matters, deliberation regarding the value of real property, competitive utility matters, and economic development negotiations. A certified agenda shall be made of all closed sessions of Board meetings.

Section 6.13 Board Training

All new members of the Main Street Advisory Board are required to complete the online Main Street 101 class provided by Georgia Main Street within 60 days of appointment.

Section 6.14 Annual Meeting

An annual meeting of the Board shall be held at the first regular meeting of the new calendar year for the purposes of electing officers and transacting such other business.

ARTICLE VII Reports to City Council

The Advisory Board shall meet with City Council, as requested, to provide reports and to determine how the Board may best serve the City of Villa Rica. Board Reports will be made at a regularly scheduled Council meeting. The Board must submit an annual report to City Council each year.

ARTICLE VIII Committees

Section 8.1 Structure

In an effort to revitalize the downtown district through historic preservation-based economic development, the Program will utilize the Main Street Four-Point Approach, and other applicable

guiding principles and Main Street Approach of the National Main Street Center and Georgia Main Street Program, to leverage success. The Program will have the following standing Main Street Committees:

- A. Organization Committee. The Organization Committee plays a key role in keeping the board, committees, and program-of-work in good shape by attracting people and money to the organization. The City of Villa Rica Main Street Advisory Board Officers will function as the Organization Committee.
- B. Economic Development Committee. The Economic Development Committee promotes the interests of downtown businesses and assists the Main Street Manager in recruiting desirable businesses to the Central Business District.
- C. Design Committee. The Design Committee plays a pivotal role in shaping the physical image of the Central Business District, making it an attractive place for shoppers, investors, business owners, and visitors.
- D. Promotion Committee. The Promotion Committee fosters good will among residents and attracts tourists by participating in and coordinating special events and promotional activities. The City of Villa Rica Main Street Advisory Board will function as the Promotion Committee.

The Program shall also have other committees and ad hoc bodies as the Advisory Board and Main Street Manager may from time to time establish in accordance with the Georgia Main Street Program and the National Main Street Center's guiding principles and Main Street Approach. Main Street Committees must submit a written report to the Main Street Manager one week prior to each regularly scheduled Board meeting. Main Street Committees must also submit minutes of each meeting to the Main Street Manager.

Section 8.2 Committee Members

Main Street Committees shall consist of not less than five (5) members, and shall have as chairperson who shall be responsible for directing and coordinating the affairs of the Main Street Committee. At least one Board member must be represented on each Main Street Committee. The terms of the Main Street Committees shall be for one year.

Main Street Committees will be appointed by the Main Street Manager and Board President with the approval of the Advisory Board. Main Street Committees need not be limited to the Program's downtown businesses, but can have representatives from other relevant areas of the community.

ARTICLE IX Main Street Program Manager

The Main Street Manager is an employee of the City that reports directly to the City Manager's office as illustrated in the Main Street Organizational Chart attached hereto as Appendix B and is incorporated herein by this express reference. The Main Street Manager shall manage the daily

operations of the Program and shall be responsible for the coordination and the implementation of the Program's policies and projects and such other duties as may be required. The Main Street Manager shall serve as a liaison between the Advisory Board and Main Street Committees. The office of the Main Street Manager shall be located within the downtown district in accordance to Georgia Department of Community Affairs guidelines. The Manager will maintain information regarding the revitalization in the Central Business District.

ARTICLE X

Finances and General Provisions

Section 10.1 Fiscal Year.

The fiscal year of the Program will begin on the first day of January, and end on the last day of December of each year. On the first year of creation, the fiscal year will begin upon creation and end on the last day of December.

Section 10.2 Funds.

The Advisory Board and the Board Members have no authority to expend funds or to incur or make an obligation on behalf of the City unless authorized and approved by City Council. Board Members may be reimbursed for expenses authorized and approved by City Council and the Advisory Board. The Advisory Board shall have the authority to administer the monies from the Main Street Fundraising Account with the support of the City. The Advisory Board is required to submit a report of all fundraising incoming and spending to the Main Street Manager and the City Council in a timely manner.

Section 10.3 Year-End Financial Statement.

Within two months after the close of the fiscal year, the Treasurer **will present** a year-end financial statement showing in reasonable detail the source and application of the previous year's funds and the financial condition of the Program. This statement will be presented to the Advisory Board at a regular Board meeting. All finances, accounts, and monies of the Program will be audited by, and in coordination, with the City.

ARTICLE XI

Books and Records

Correct books of account of the activities and transactions of the Program shall be kept at the office of the Program. These shall include a minute book, which shall contain a copy of these Bylaws and all minutes of meetings of the Advisory Board, work plans, and vision and mission statements.

ARTICLE XII

Conflict of Interest

Any Board Member who has a financial, personal, or official interest in, or conflict (or appearance of a conflict) with any matter pending before the Advisory Board, of such nature that it prevents

or may prevent that Board Member from acting on the matter in an impartial manner, shall disclose such conflict and the Board shall abide by the following protocol:

- A. Abstinance from Vote. When any conflict of interest is relevant to a matter requiring action by the Advisory Board, the interested person shall call it to the attention of the Board or its appropriate Committee and such person shall not vote on the matter; provided however, any Board Member disclosing a possible conflict of interest may be counted in determining the presence of a quorum at a meeting of the Advisory Board or a Committee thereof.
- B. Absence from Discussion. Unless requested to remain present during the meeting, the person having the conflict shall retire from the room in which the Advisory Board or its Committee is meeting and shall not participate in the final deliberation or decision regarding the matter under consideration. However, that person shall provide the Board or Committee with any and all relevant information.
- C. Minutes. The minutes of the meeting of the Advisory Board or one of its Committees shall reflect that the conflict of interest was disclosed and that the interested person was not present during the final discussion or vote, and did not vote. When there is doubt as to whether a conflict of interest exists, the matter shall be resolved by a vote of the Advisory Board or its Committee, excluding the person concerning whose situation the doubt has arisen.

Section 12.1 Annual Review.

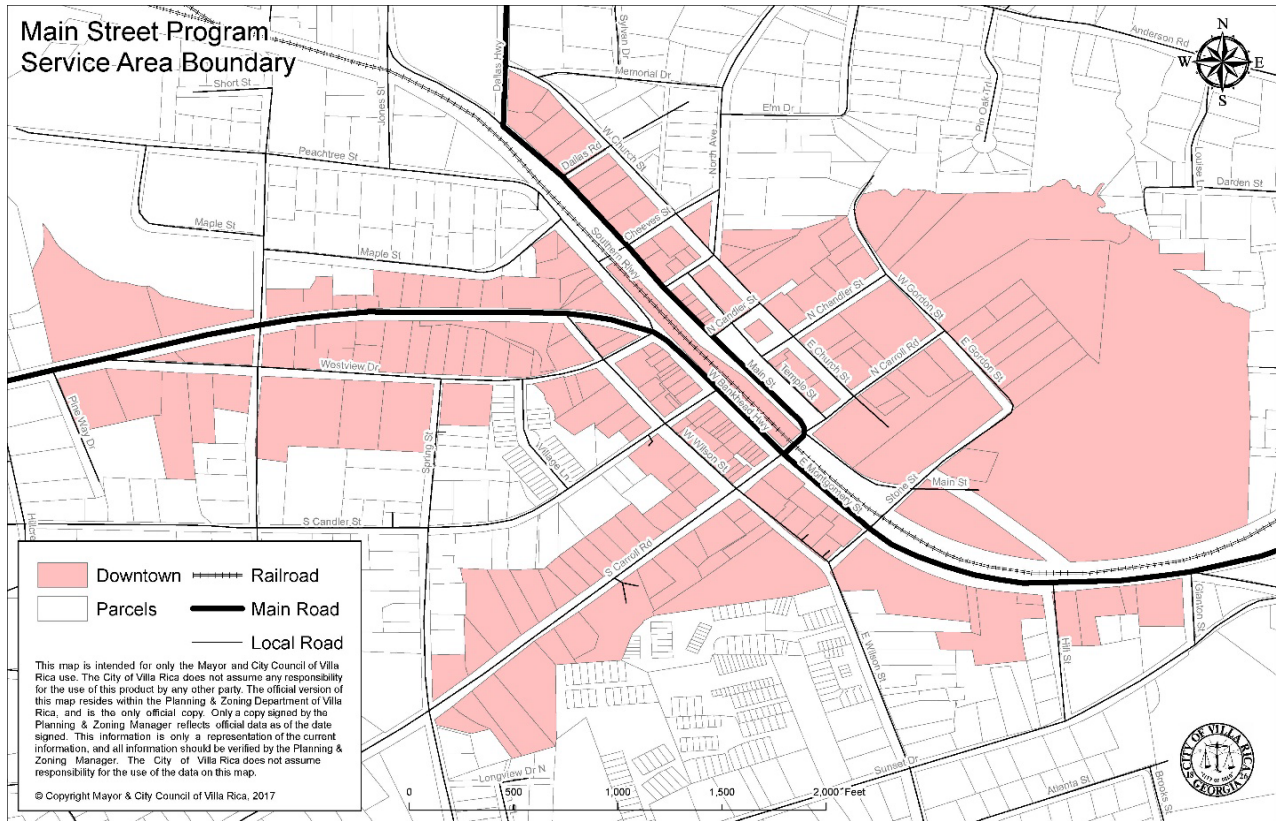
A copy of this conflict of interest bylaw shall be furnished to each Board Member and Officer who is presently serving the Program, or who may hereafter become associated with the Program. This policy shall be reviewed annually for the information and guidance of Board Members, Officers, and staff members. Any new Board Members or Officers shall be advised of this policy upon undertaking the duties of such office.

ARTICLE XIII Amendments

The Advisory Board shall have the power to alter, amend, or repeal the Bylaws or adopt new Bylaws by a quorum vote at a duly called meeting of the Board. However, the Board's proposed amendments to the Bylaws must be approved by City Council. Bylaw amendments are not effective until approved by City Council.

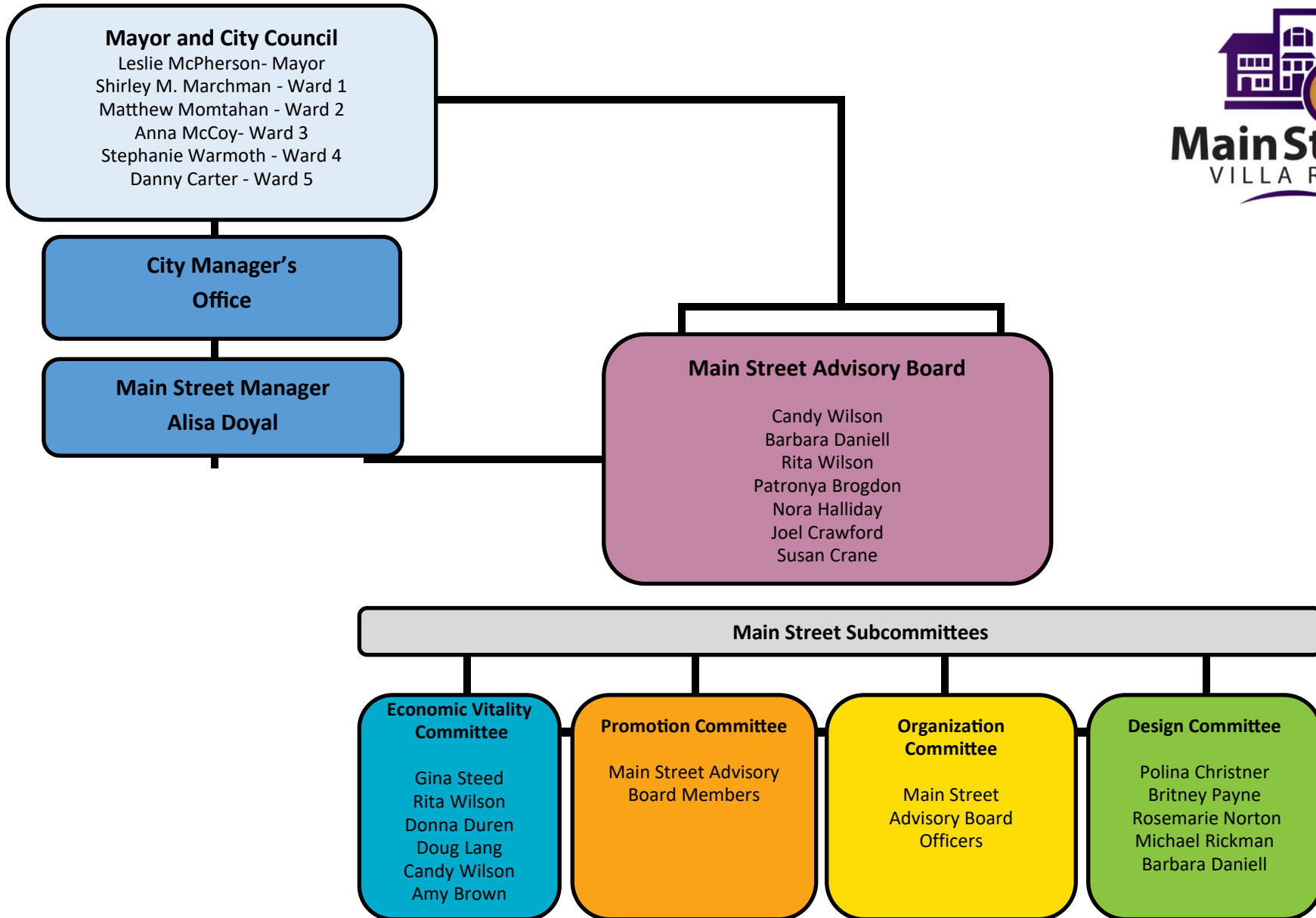
Appendix A

Villa Rica Main Street Downtown Central Business District



Appendix B

Main Street 2024 Organizational Chart





CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: Revised Downtown Development Authority (DDA) Bylaws
AGENDA DATE: May 14, 2024

DATE PREPARED: April 29, 2024
PREPARED BY: Alisa Doyal

AMOUNT: NA
GL ACCOUNT #: NA
FUNDING SOURCE: NA
BUDGETED ITEM? NA

PURPOSE: To approve the Revised Downtown Development Authority (DDA) Bylaws.

BACKGROUND: Downtown Development Authorities (DDAs) are organizations created by local governments to revitalize and promote economic development within downtown areas. The authority is a seven-member board appointed by the City Council to serve staggered four-year terms. The DDA of Villa Rica has a full board now with two new members. Our board members are passionate about the mission and goals of the DDA and are eager to contribute their time, expertise, and resources to promote economic development in the downtown business district.

The current bylaws were approved on October 1, 1991, when the DDA was activated by the City Council. The revised bylaws have the following amendments.

1. Article I. Section 3. Regular Meetings - to give the correct meeting day of the month from the third Monday to the fourth Monday of each month.
2. Article I. Section 4. Special Meetings – Part of the section was cut that no longer applied.
3. Article I. Attendance – The attendance section was added to the bylaws.

STAFF RECOMMENDATION: Staff recommends the approval of the Revised Downtown Development Authority bylaws effective May 14, 2024.

IMPACT: The purpose of the revised bylaws is to facilitate the effective functioning of the DDA as it works towards its mission of downtown revitalization, economic development, and community enhancement.

MOTION: Move to approve the Revised Downtown Development Authority bylaws effective May 14, 2024.

**BY-LAWS OF THE DOWNTOWN DEVELOPMENT AUTHORITY
OF THE CITY OF VILLA RICA**

ARTICLE I

MEMBERS

Whereas, on October 1, 1991, the Downtown Development Authority of the City of Villa Rica (hereinafter referred to as "the Authority") was activated by resolution of the City Council of Villa Rica, NOW THEREFORE, the directors of the Authority appointed and charged in said resolution, hereby adopt the following by-laws.

Section 1. Management Powers, Number, Qualification and Term. The property, affairs and business of the Downtown Development Authority of Villa Rica shall be managed by its directors consisting of seven persons, appointed from time to time as provided by law. The qualifications of the directors shall be as provided by law. Each director shall serve for the length of time provided by law.

Section 2. Powers. The directors shall have such power and authority as is conferred upon them by the Downtown Development Authority Law of 1981, as the same now exists or may hereafter be amended, and such other power and authority as may be contained under the Constitution and the Laws of the State of Georgia as the same may now or hereafter exist.

Section 3. Regular Meetings. Regular meetings of the Authority shall be held on the third Monday of each month. Notice of the time and place of such meeting may from time to time be fixed by resolution of the Authority, or if not, fixed by the Chairman in the same manner as hereinafter specified for giving notice of special meetings.

Section 4. Special Meetings. Special meetings may be held upon the call of the Chairman, Vice Chairman, Secretary, Treasurer, or any two directors at such time during regular business hours and at such place within the City of Villa Rica, as shall be specified in the notice of such meeting. Notice of special meetings may be either oral or written. Oral notice may be delivered personally or by telephone and shall be given at least thirty-six (36) hours prior to the time of the meeting. Written notice may be sent by mail, telegram, or delivered personally. If delivered personally or by telegram, such notice shall be delivered twenty-four (24) hours prior to the time of the meeting. If written notice is sent by mail, such notice shall be mailed three (3) days prior to the time of the meeting. Unless specified otherwise, any notice hereinafter called for in these by-laws shall be given as specified in this section. No notice of any meeting need be given any director who attends such meeting unless such director attending at the beginning of such meeting states any objection or objections to the place and time of the

meeting, to the manner in which it has been called or convened or to the transaction of business. No notice shall be required to be given any director who at any time before or after the meeting waives notice of the meeting in writing.

Section 5. Quorum. A majority of the directors, at a meeting duly assembled, shall constitute a quorum for the transaction of business. Unless otherwise specifically required by statute or these by-laws, the act of a majority of such directors present at a meeting at which a quorum is present shall be the act of the Authority there shall be less than a quorum, a majority of those present may adjourn the meeting without further notice, until a quorum shall have been obtained.

Section 6. Parliamentary Procedures. In case of dispute concerning parliamentary procedures governing the conduct of meetings of the Authority, Roberts Rules of Order shall govern.

ARTICLE II

Section 1. Number. The directors shall elect from one of their number a Chairman, a Vice Chairman, as well as a Secretary, and a Treasurer, who may be, but need not be, a director.

Section 2. Election. At the first regular meeting in January of every other year new officers shall be elected. Notice of the time and place of such meeting shall be given by the retiring Chairman.

Section 3. Term and Removal. All officers shall be elected by and serve at the discretion of the directors and any officer may be removed from office, either with or without cause, at any time, by the affirmative vote of the majority of the directors of the authority then in office. A vacancy in any office because of death, resignation, removal disqualification or otherwise, shall be filled by the directors for the unexpired portion of the term. Resignations shall be submitted in writing to the Chairman.

Section 4. Powers. The powers and duties of the several officers shall be provided from time to time by resolution or other directive of the directors. In the absence of such provisions, respective officers shall have the powers and shall discharge the duties customarily and usually held and performed by like officers of authorities similar in organization and purposes to this Authority. The Secretary, if a nonmember, shall attend meetings for the purpose of recording the minutes of such meetings, but shall not have any of the powers, rights, or duties of directors.

ARTICLE III

Section 1. Time. The fiscal year of the Authority shall

begin on the first day of January of each year and end on the last day of December of each year.

Section 2. Annual Audit. The Treasurer shall cause an annual audit of the books of the Authority to be made by the firm which audits the books of the City of Villa Rica and present such audit to the directors of the Authority. A copy of the audit shall be filed with the Villa Rica City Council and with the State Auditor, if necessary to comply with the Local Government Financial Management Standards Act (Georgia Laws, 1980, p. 1738).

ARTICLE IV

CORPORATE SEAL

Section 1. Seal. The Seal of the Authority shall consist of an impression bearing the name "Downtown Development Authority of the City of Villa Rica" around the perimeter and the word "SEAL" and the year of activation in the center thereof. Its imprint is as follows:

In lieu thereof, the Authority may use an impression or writing bearing the work "SEAL" enclosed in parentheses or scroll, which shall also be deemed the seal of the Authority.

ARTICLE V

DEPOSITORIES

Section 1. Depositories. The Authority shall from time to time provide by resolution or resolutions for the establishment of depositories for funds of the Authority.

Section 2. Execution of Notes, Drafts, and Checks. All drafts, checks, etc, drawn against accounts of the Authority shall be signed by the Chairman together with the Treasurer or Secretary.

ARTICLE VI

AMENDMENTS

Section 1. Amendments. The by-laws of the Authority shall be subject to alternation, amendment or repeal, and new by-laws not inconsistent with any laws of the State of Georgia creating this Authority may be made by the affirmative vote of a majority of the directors then holding office at any regular or special

meeting of the directors. Proposed amendments shall be submitted in writing to all directors of the Authority ten (10) days prior to the meeting at which such amendment will be considered. If such written proposed amendment is submitted by mail, it shall be deemed to be delivered when deposited in the United States Mails properly addressed and with sufficient postage thereon.

**BY-LAWS OF THE DOWNTOWN DEVELOPMENT AUTHORITY
OF THE CITY OF VILLA RICA**

ARTICLE I:

MEMBERS

Whereas, on October 1, 1991, the Downtown Development Authority of the City of Villa Rica (hereinafter referred to as “the Authority”) was activated by resolution of the Cit Council of Villa Rica, NOW THEREFORE, the directors of the Authority appointed and charged in said resolution, hereby adopt the following by-laws.

Section 1. Management Powers, Number, Qualification and Term.

The property, affairs and business of the Downtown Development Authority of Villa Rica shall be managed by its directors consisting of seven persons, appointed from time to time as provided by law. The qualifications of the directors shall be as provided by law. Each director shall serve for the length of time provided by law.

Section 2. Powers

The directors shall have such power and authority as is conferred upon them by the Downtown Development Authority Law of 1981, as the same now exists or may hereafter be amended, and such other power and authority as may be contained under the Constitution and the Laws of the State of Georgia as the same may now or hereafter exist.

Section 3. Regular Meetings

Regular meetings of the Authority shall be held on **the fourth Monday of each month**. Notice of the time and place of such meeting may from time to time be fixed by resolution of the Authority, or if not, fixed by the Chairman in the same manner as hereinafter specified for giving notice of special meetings.

Section 4. Special Meetings

Special meetings may be held upon the call of the Chairman, Vice Chairman, Secretary, Treasurer, or any two directors at such time during regular business hours and at such place within the City of Villa Rica, as shall be specified in the notice of such meeting. Notice of special meetings may be either oral or written within thirty-six (36) hours prior to the time of the meeting.

Section 5. Quorum

A majority of the directors, at a meeting duly assembled, shall constitute a quorum for the transaction of business. Unless otherwise specifically required by statute of these by-laws, the act of a majority of such directors present at a meeting at which a quorum is present shall be the act of the Authority there shall be less than a quorum, a majority of those present may adjourn the meeting without further notice, until a quorum shall have been obtained.

Section 6. Attendance

Board Members are required to attend Board meetings and be prepared to discuss the issues on the agenda. A Member shall notify the Chair or Co-Chair if the Member is unable to attend a meeting. Any Board Member missing three regularly scheduled meetings shall be contacted by the Chair in writing, or his/her designee, regarding the absentee Board Member's desire to continue to serve. In the event, a Board Member misses more than four unexcused regularly scheduled meetings during a calendar year, they shall be automatically removed from the Board, and his/her position shall be filled pursuant to Section 4.4 of these Bylaws.

Section 6. Parliamentary Procedures

In case of dispute concerning parliamentary procedures governing the conduct of meetings of the Authority, Roberts Rules of Order shall govern.

ARTICLE II

OFFICERS

Section 1. Election of Officers

At the first regular meeting in January of each year, new officers shall be elected. The directors shall elect from one of their members a Chairman, Vice Chairman, Secretary, and Treasurer.

Section 2. Term

All officers shall be elected by and serve at the discretion of the directors and any officer may be removed from office, either with or without cause, at any time, by the affirmative vote of the majority of the directors of the Authority then in office. A vacancy in any office because of death, resignation, removal disqualification or otherwise, shall be filled by a director by a majority vote of by the Authority .

Section 3. Powers

The powers and duties of the officers shall be provided from time to time by resolution or other directive of the directors. In the absence of such provisions, respective officers shall have the powers and shall discharge the duties customarily and usually held and performed by like officers of authority similar in organization and purposes to this Authority.

ARTICLE III

FISCAL YEAR AND AUDITS

Section 1. Fiscal Year

The fiscal year of the Authority shall begin on the first day of October of each year and end of the last day of September of each year.

Section 2. Annual Audit

The annual audit of Authority shall be made by the firm which audits the books of the City of Villa Rica and present such audit to the directors of the Authority. A copy of the audit shall be filed with the Villa Rica City Council and with the State Auditor, if necessary to comply with the Local Government Financial Management Standards Act (Georgia Laws, 1980, p. 1738).

ARTICLE IV

CORPORATE SEAL

Section 1. Seal

The seal of the Authority shall consist of an impression bearing the name “Downtown Development Authority of the City of Villa Rica” around the perimeter and the word “SEAL” and the year of activation in the center thereof. In lieu thereof, the Authority may use an impression or writing bearing the work “SEAL” enclosed in parentheses or scroll, which shall also be deemed the seal of the Authority.

ARTICLE V

DEPOSITORIES

Section 1. Depositories

The Authority shall from time to time provide by resolution for the establishment of depositories for funds of the Authority. All checks drawn against the account of the Authority shall be signed by Chairman together with the Treasurer or Secretary.

ARTIVLE VI

AMENDMENTS

Section 1. Amendments

The by-laws of the Authority shall be subject to alternation, amendment or repeal, and new by-laws not inconsistent with any laws of the State of Georgia creating this Authority, may be made by the affirmative vote of a majority of the directors then holding office at any regular or special meeting of the directors. Proposed amendments shall be submitted in writing to all directors of the Authority ten (10) days prior to the meeting at which such amendment will be considered.



CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: 2024-2025 Classic Main Street Memorandum of Understanding
AGENDA DATE: May 14, 2024

DATE PREPARED: May 1, 2024
PREPARED BY: Alisa Doyal

AMOUNT: NA
GL ACCOUNT #: NA
FUNDING SOURCE: NA
BUDGETED ITEM? NA

PURPOSE: Approval of 2024-2025 Classic Main Street MOU

BACKGROUND: Based upon the results of the 2023 Assessment Standards for Main Street Accreditation, the monthly reporting and supporting documentation submitting by staff to the Georgia Department of Community Affairs Office of Downtown Development, Villa Rica Main Street received the accreditation status as a Classic Main Street Community for 2024. A Classic Main Street means that we have set ourselves apart by emphasizing historic preservation education and economic development, leading to an active and vibrant downtown. There are three tiers – Exceptional Main Street, Classic Main Street and Downtown Affiliate Network.

City employee Barbara Daniell was able to bring the Main Street program to the City of Villa Rica around 2005. Over the years, the Main Street managers have worked diligently to promote and support the downtown business owners with various grants, ribbon cuttings, grand openings, and marketing the Shop Local and Eat Local campaigns to assist in their successes. The concerts and annual festivals increase tourism to our downtown which increases the number of walk-ins at our local stores and restaurants.

STAFF RECOMMENDATION: Staff recommends the approval of the 2024-2025 Classic Main Street Memorandum of Understanding with the Georgia Department of Community Affairs Office of Downtown Development.

IMPACT: A successful Main Street Program can create vibrant, sustainable downtown areas that serve as economic, cultural, and social hubs for the community.

MOTION: Move to approve the 2024-2025 Classic Main Street Memorandum of Understanding with the Georgia Department of Community Affairs Office of Downtown Development.



2024-2025 Classic Main Street MOU

Memorandum of Understanding

This document should be signed by all local parties
(Authorized City Representative, Board Chair, and Main
Street Program Manager) by **July 1, 2024**

Please email ellen.hill@dca.ga.gov with any questions.

GEORGIA CLASSIC MAIN STREET PROGRAM MEMORANDUM OF UNDERSTANDING

2024 -2025 Program Year

This agreement is entered into and executed by the Georgia Department of Community Affairs Office of Downtown Development (hereinafter referred to as “DCA”), the City/Town of Villa Rica Georgia (hereinafter referred to as “Community”), the Local Main Street Program Board of Directors, and the Downtown Manager for the Community. DCA will enter into this agreement with the above parties to provide services in return for active and meaningful participation in the Georgia Classic Main Streets Program by the Community as specified below.

This agreement outlines the necessary requirements set forth by DCA for the Community’s participation in the Georgia Classic Main Streets Program for the stated term. DCA is the sponsoring state agency for the Georgia Classic Main Street program and is licensed by the National Main Street Center (hereinafter referred to as “National Program”) to designate, assess, and recommend for accreditation Main Street programs within the State of Georgia.

In recognition of the agreement by DCA, the Community, the Board of Directors, and the Downtown Manager to maintain an active Local Main Street Program, the parties have agreed to the following:

ARTICLE 1: THE COMMUNITY AGREES TO—

1. Appoint or contract with an entity to serve as the Board of Directors for the local Main Street Program. The city council may not serve as the Main Street Board.
2. Set and review boundaries for the target area of the local Main Street Program.
 - a. A copy of these boundaries should be on file with DCA and uploaded to the Main Street Boundary Map folder in your program’s shared DCA Dropbox folder at all times.
 - b. The Community should work with the Board of Directors to review boundaries at least once every three years.
3. Employ a full-time paid professional downtown manager responsible for the daily administration of the local Main Street Program.
 - a. The downtown manager must have a job description that identifies at least 75% of their duties that relate directly to the Main Street program. A copy of the job description should remain on file with DCA at all times.
 - b. The downtown manager should be paid a salary consistent with other community and economic development professionals within the state. The program manager’s salary must be paid in excess of minimum wage.
 - c. The Community must notify DCA within one week of any downtown manager vacancy, and the Community must appoint an interim downtown manager until the position is filled. DCA must have accurate contact information for the downtown manager at all times.
 - d. The Community shall be afforded a period of thirty (30) days to assess the vacant position and publish the job opening. Programs with staff vacancies exceeding ninety (90) days may be placed under probationary status or risk forfeiture of their designation.
 - e. Provide an annual evaluation of the downtown manager. If the manager is employed by an entity other than the local government, require that entity to provide an annual evaluation and performance review.
4. Provide for local Main Street Program solvency through a variety of direct and in-kind financial support.
 - a. If the downtown manager is an employee of the local Main Street Program and not the Community, the Community assures that the program has the financial means to pay for said manager for the period of this agreement.
 - b. The local Main Street program must maintain an identifiable and publicly accessible office space.

DCA recommends this space to be in the local Main Street program area.

- c. The local Main Street program must have sufficient funding to provide travel and training for the downtown manager and the Board of Directors.
5. Assist the downtown manager in compiling data required as part of the monthly reporting process.
 - a. Provide for a positive relationship between the downtown manager and key city staff to access the following information in a timely manner:
 - i. Business license data
 - ii. Building permit data
 - iii. Property tax data
 - iv. Geographic Information Systems data (mapping support when available)
 - b. Review reported data submitted by the downtown manager to assure accuracy.
6. Use the “Main Street America™” name in accordance with the Main Street America® policy on the use of the name Main Street.
7. Notify DCA in writing prior to any wholesale changes in the local program, including staff changes, major funding changes, changes in organizational structure/placement of the program, or major turnover in the board of directors. Such notice should be received by DCA one month prior to said changes. Changes may result in program probation, the loss of accreditation, or the removal of program designation.

ARTICLE 2: THE BOARD OF DIRECTORS AGREES TO—

1. Assist the downtown manager in creating an annual work plan that incorporates incremental and meaningful goals related to the Main Street Approach™, utilizing Community Transformation Strategies and the Main Street Four Point Approach.
 - a. The work plan should include specific tasks, assignments, or a point of contact for the task, related budget needs, and a timeline.
 - b. The work plan will serve as a strategic plan for the local program for a period of three years or less.
 - c. A copy of the work plan must be on file and uploaded to the Work Plan folder in the program’s shared DCA Dropbox folder and updated annually with DCA.
2. Provide opportunities for regular public engagement and support of the Local Main Street Program.
 - a. DCA recommends a public downtown visioning event/town hall meeting annually.
 - b. The Board should identify opportunities for volunteer support and assistance in executing the work plan.
 - c. The Board should actively engage the community for financial and in-kind support of the local program.
3. Conduct, at minimum, one board training, orientation, or planning retreat per year for the local program.
4. Meet a minimum of 10 times per year and ensure that the minutes of each meeting are maintained and distributed. Such meetings should be open to the public and public notice should be given related to meeting times and agendas.
5. Attend training to become better informed about the Main Street Approach™ and trends for downtown revitalization and to support the downtown manager.
6. All Board Members are required to have at least 2 hours of continuing education annually. Training must be documented using the required training log template and uploaded to the corresponding Dropbox folder.
7. All newly appointed Board Members are required to become Main Street 101 certified within the first year of their first term. A copy of each Board Member’s Main Street 101 certification must be uploaded to the Training Log folder in your program’s shared DCA Dropbox folder.
8. All current Board Members must be Main Street 101 certified. A copy of each Board Member’s Main Street 101 certification must be uploaded to the Training Log folder in your program’s shared DCA Dropbox folder.
9. Assure the financial solvency and effectiveness of the Local Main Street Program.
 - a. Adopt an annual budget that is adequate to support the annual work plan, maintain an office and support staff, and provide for training and travel.
 - b. Maintain current membership of the Local Main Street Program to the National Main Street Center to be eligible for accreditation.
 - c. Provide for policies to expend funds, enter into debt, and provide programming support for the local Main Street Program.

ARTICLE 3: THE DOWNTOWN MANAGER AGREES TO—

1. Complete all reporting required by DCA to maintain National Accreditation of the local Main Street Program.
 - a. Complete monthly economic and programming activity reports, including portions of said reports that are required as part of the local program assessment process by DCA. These reports must be completed by the 30th of the following month. (Example: March report due by April 30th). Failure to complete monthly reports in a timely manner may result in program probation, the loss of accreditation, or the removal of program designation.
 - b. Participate in the annual manager's survey provided by DCA. Failure to complete the annual manager's survey by the deadline may result in the loss of accreditation.
 - c. Provide documentation of all meetings, work plans, budgets, job descriptions, and mission/vision statements for the organization.
 - d. Provide documentation to support the work of the organization as it relates to the Main Street Approach™, including information related to historic preservation as required by the National Main Street Center.
 - e. Provide, from time to time, documentation related to local ordinances, plans, codes, and policies that are specific to the Community's downtown area.
2. Participate in training to broaden the impact of the local Main Street Program.
 - a. The downtown manager and/or board members are expected to attend at least one preservation or economic development-related training annually.
 - b. DCA requires managers to attend at least 30 hours of training annually (including webinars, annual trainings, statewide workshops, etc.) Eligible training hours can come from both DCA and non-DCA hosted training events. Training must be relevant to the field of downtown development, historic preservation, planning, community development, and economic development. A record of the manager's training hours must be uploaded to the Training Log folder in your program's shared DCA Dropbox folder.
3. Respond to requests by DCA in a timely manner.
4. Take advantage of the Georgia Main Street network of professional downtown managers.
5. All newly hired managers must complete Main Street 101 training with DCA within the first 6 months of employment in the local community. All existing downtown managers must be Main Street 101 certified.
6. Provide regular updates between the local Main Street Program and the Community.
 - a. Managers are encouraged to provide at least quarterly reports to the local government.
 - b. Managers are encouraged to provide copies of all minutes, budgets, and work plans to the local government in a timely manner.
7. Maintain and preserve project files. Document downtown projects and other major local program information in a thorough and systematic fashion. All relevant programmatic documentation should be uploaded and stored in the DCA shared Dropbox folder created for your local program, following the organization structure outlined in DCA's "A Visual Guide to Dropbox Management" document, which is located in the "Resources" folder of the Georgia Main Street website. This is to help ensure a seamless transfer of project files to city representatives or successor managers in the event of personnel changes.

ARTICLE 4: DCA AGREES TO—

1. Supervise all communications between the Community, state government agencies and the National Main Street Center as it relates to the local Main Street Program.
2. Conduct a curriculum of training on an annual basis to assist the downtown manager, the Main Street Board, and the Community with the local downtown revitalization program.
3. Assist local Main Street Programs with organizational issues that may prevent the successful progress of the Community's downtown revitalization strategy.
 - a. DCA may assist communities in selecting candidates for the position of downtown manager as requested.
 - b. DCA may require a local Main Street Program to host an on-site assessment visit if the program has had a leadership or organization change, is currently in a probationary status, or is in jeopardy of losing

accreditation or designation status.

4. Provide timely assistance and guidance to the Community as a result of requests for service, monthly reports, or the annual assessment process.
 - a. DCA may contact a community upon observation of monthly reporting abnormalities, missing data or missing reports. If a community becomes delinquent in multiple reports, DCA may contact the local board chair or city administrator about the delinquency.
 - b. DCA may assist in training local staff or volunteers in the reporting process.
 - c. DCA will provide unlimited telephone consultations with local programs.
 - d. DCA will attempt to provide on-site assistance as feasible.
5. Provide ongoing press coverage of the Georgia Classic Main Streets Program, including social media outreach, to recognize and publicize the work of local programs.
6. Provide access to resource materials, sample codes and ordinances, organizational documents, and templates for local programs.
7. Conduct an annual program assessment for the Community highlighting success and opportunities for improvement.
8. Provide economic development assistance to encourage small business development, real estate development, and property rehabilitation within the downtown area.
9. Provide fee-based strategic planning assistance to the local program.

ARTICLE 5: ALL PARTIES AGREE THAT—

1. This agreement shall be valid through June 30, 2025.
2. This agreement may be terminated by DCA or the Community by written notice of 60 days. Termination of this agreement by the Community will result in the loss of local Main Street designation. Communities that choose to terminate their Georgia Classic Main Streets Program affiliation will be required to formally apply for and participate in the Start-Up process if they desire to regain their National Accreditation in the future.
3. If the Community, Board of Directors, and/or Downtown Manager fail to fulfill their obligations set forth in this agreement, DCA reserves the right to determine a course of action for the local Main Street Program as it deems appropriate. This may include probation, loss of accreditation, or termination of designation.
4. If, at any point during the 2024-2025 program year, there is a change in the local program manager, the local program is required to submit a new MOU, including the new manager's signature, certifying that person's understanding of the requirements of this relationship.
5. Any change in the terms of this agreement must be made in writing and approved by both parties.

GEORGIA CLASSIC MAIN STREET PROGRAM
MEMORANDUM OF UNDERSTANDING:
2024-2025 Program Year

THIS AGREEMENT IS HEREBY EXECUTED BY AND BETWEEN THE PARTIES BELOW:

LOCAL GOVERNMENT (COMMUNITY): Villa Rica

Authorized City Representative (ACR)
Signature

Date

ACR Name Printed

ACR Title

MAIN STREET BOARD OF DIRECTORS

Board Chair Signature

Date

Board Chair Printed Name

Date Term Expires

DOWNTOWN MANAGER

Manager's Signature

Date

Manager Printed Name

Date Hired

☐ Please check here if this position is vacant.

GEORGIA DEPARTMENT OF COMMUNITY AFFAIRS
OFFICE OF DOWNTOWN DEVELOPMENT
GEORGIA MAIN STREET PROGRAM

ODD Director's Signature

Date

Jessica Worthington
Director, Office of Downtown Development
Georgia Department of Community Affairs
60 Executive Park South, NE
Atlanta, Georgia 30329

Phone: 404-520-4271
Email: Jessica.worthington@dca.ga.gov



CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: 2024 Community Development Grant Application – Villa Rica Lions Clubs
AGENDA DATE: May 14, 2024

DATE PREPARED: April 29, 2024
PREPARED BY: Alisa Doyal, Main Street Manager

AMOUNT: \$8,000
GL ACCOUNT #: 100-1110-573050

FUNDING SOURCE: General Fund
BUDGETED ITEM? Yes

PURPOSE: 2024 Community Development Grant Application request from the Villa Rica Lions Clubs in the amount of \$8,000 for the 7 Bridges Eagles Tribute Fundraiser Concert that will be held at The MILL amphitheater on Friday, September 13, 2024.

BACKGROUND: The Villa Rica Lions Clubs (Golden City Lions Club and Villa Rica Lions Club) began having a concert in 2023 as a fundraiser event for both clubs. Previously, the clubs hosted A Taste of Villa Rica that was held in October of each year at The MILL amphitheater. Unable to host that event any longer, the clubs took on a new way to raise funds to support their community activities and donations by hosting a fundraising concert. Fundraiser concerts offer a unique and dynamic way to raise funds for a cause or organization.

STAFF RECOMMENDATION: Staff recommends approval of the 2024 Community Development Grant Application in the amount of \$8,000 from the Villa Rica Lions Clubs for the 7 Bridges Eagles Tribute Fundraiser Concert that will be held at The MILL amphitheater on Friday, September 13, 2024.

IMPACT: Fundraising by the Villa Rica Lions Clubs serves to address pressing needs in their communities locally fulfilling their mission of "We Serve" by making a positive impact on the lives of others.

MOTION: Move to approve the 2024 Community Development Grant Application from the Villa Rica Lions Clubs in the amount of \$8,000 for the 7 Bridges Eagles Tribute Fundraiser Concert to be held on Friday, September 13, 2024 at the MILL amphitheater.



1. Name of Organization: Golden City Villa Rica Lions Club and Villa Rica Lions Club

2 Mailing Address: PO Box 1945 Villa Rica, Georgia 30180

3. Telephone Day: 770-853-3489 Evening:

4. Email: lionsclubgoldencity@gmail.com 5. FAX (optional): _____

6. Date of Tax-Exempt Number and date of Incorporation in Georgia: 30-069968 Date of Incorporation 2014

7. Number of Years in City of Villa Rica: 18 years as of August 4, 2006

8. Have you ever received funds from the City of Villa Rica? Yes If Yes, most recent funding amount? \$7,200

Were there any residual funds at the completion of the project? No If Yes, how much? _____

Section B: Project

1. Project Title: 7 Bridges Eagles Tribute Fundraiser Concert

2 Scheduled Start and End Dates: Friday September 13, 2024

3. Hours of Operation Each Day: 9 AM - 10 PM to allow for set up, ticket sales, event, and clean-up

4. Amount Requested: \$8,000

Section C: Certification

Signature of Authorized Official/Individual

4/27/24

Golden City Villa Rica Lions Club / Villa Rica Lions Club Joint Grant Proposal
7 Bridges The Eagles Experience Tribute Fundraiser Concert
September 13, 2024

The two Lions Clubs in Villa Rica are both local civic organizations of service-minded men and women who are passionate about improving their community. Our motto is simple: We Serve. We serve those in need and support charitable causes impacting members of the Villa Rica and West Georgia community. We serve our community in a variety of ways. Both clubs are very active and involved in our community and have been for many years. We provide assistance for those affected by childhood cancer in the West Georgia area through donations to Chase the Victory and the Braxton Dollar Foundation, donations to Villa Rica Shop-with-a-Cop program, Carroll County Toys for Tots, the collection of old eyeglasses from a variety of businesses and places of interest in the Villa Rica Community that are then used in humanitarian trips overseas to give the gift of sight to those in need, Villa Rica High School (VRHS) Partners Advancing Student Success program (PASS) donations of food, clothing and money for at-risk students at VRHS, and scholarships for local VRHS students. All of these projects and photos are on the Golden City Villa Rica Lions Club Facebook page for the committee and council to review. In addition to these impactful projects, we just began a vision screening project where we offer free screenings to children in local day care facilities and Carroll County Schools, specifically the Villa Rica cluster. We plan on screening as many children as possible because early detection of eye problems can change a child's life by getting them help early on to correct the problem that can cause permanent vision loss if not treated in a timely manner. We were able to purchase the machine with our funds raised from our previous concert held at the Mill in October 2023. We don't just stop at screening children, we have and will continue to provide financial assistance to children in need in our community to get the eye care they need if they lack insurance or are underinsured.

To fund our projects, we do an annual fundraiser to attract people to our community through a concert fundraiser. Last year, with the generous support of a grant from Main Street, we were able to host an Elvis Tribute Fundraiser Concert at the Mill to those in our community as well as the surrounding communities. The event was successful as we secured community partners as corporate sponsors, pre-sold tickets, had food trucks onsite for patrons, and attracted many concert guests in the community despite some non-favorable weather. While our first ever concert event was successful, we learned a lot and made notes of where we can improve the next time we host a concert. We are hoping to do this again this year, with the help of a grant and sponsors in our area. Clint Chance, whose career is in production and event management, helped us on the days leading up to the event with marketing, ticket sales, and set up. Clint Chance, Leslie McPherson, Barbara Daniell, and Stacey Orr all helped to secure sponsors in our area making visits, phone calls, emails, and follow-ups. All sponsors were mailed a thank-you note for their help in the success of our concert. Stacey Orr worked on social media to be sure the community was aware of the project and handled the PayPal account to be sure people had other avenues to pay for tickets other than cash at the door. Members of both clubs joined us the day of the event to help with ticket sales, set up, and to inform concert goers about the Lions Club and our projects from the stage. Attendees were generous and supported our cause

by giving donations in our donation buckets. This same structure will be used again with a few tweaks to it this year to make it even better this year. A total of about 20 volunteers from both clubs were used to make this event successful. With more involvement from club members this year as opposed to previous years, we are certain of the commitment from our club members this year to make this year's event even better so we are able to make an even bigger impact in our community through our projects.

This year's concert fundraiser project will be chaired by Clint Chance, Stacey Orr, and Leslie McPherson. We have secured the 7 Bridges Ultimate Eagles Experience Band for our concert this year. We will fund the project using a city grant, corporate sponsors, ticket sales for selling pre-sale tickets the week prior and day of concert. We have teams set up to help do each of these tasks in addition to a hospitality team for the night of the concert for our corporate sponsors and band, and a marketing team to help with signs, social media, and ads. Members of the clubs will help support the three chairs in each of these roles. It is truly a team effort. Members Matthew Momtahan, Jason Agan, Rebecca O'Connor, Gina Brandenburg, Sheryl Sanford, Ryan Nelson, and Richard Stone will be helping serve from our clubs in these areas.

We plan on continuing with the placement of signs, social media posts from two separate Facebook accounts, newspaper, Villa Rica News and Views, Star News, and radio ads like we did last year for our marketing efforts. We also plan on using Eventbrite as a way of letting people know about our concert. One program the Lions Club offers is sending a mass email out to other local Lions Clubs in the Atlanta area who will be invited to come support us. The email will not just go to the club's officers, but the entire Georgia Lions Club email list. Other Lions Clubs are very supportive of one another and we expect to gain new attendees by sending this out sooner. We have also recently made personal connections with the Carrollton Lions Club who are interested in supporting us as well. Because of the vision screening project, Stacey Orr is hoping to do a radio segment with Sara Claudia on her Gradick Communications segment to share our story about vision screening and help get support and attendance at our event through this option, if she is available and willing to allow us to connect.

For this project, we hope to attract between 1,000-1,500 attendees which is a little more than last year. We plan to secure corporate sponsors again who will have special table seating the night of the performance, pre-sale and day-of sales of tickets of \$20 each for the white chairs that will already set up in the first few rows in front of the stage, and offer pre-sale and day-of event lawn tickets of \$10 each. We hope to use the fencing from the city to mark off sitting area as has been used in other concerts at the city to limit entrances to the Mill for ticket sales purposes. We are hoping that through the sale of these tickets, people will be proud to support their community while having a great time with a night of music. We plan on having a few food trucks for those wanting a snack during the event including peanuts, funnel cakes, burgers, and tacos. We are reaching out to local food trucks for this. We also plan on promoting local restaurants in our social media posts leading up to the event. We hope some will offer special menu items the night of the concert. We plan on having a local artist play on stage for about 30 minutes prior to the show beginning at 6:30 PM. At 7, the band will perform for about an hour and a half. We plan on hiring a sound system professional to set up by 3 PM the day of the

concert. We will get quotes on sound this year. We do plan on sharing again about our Lions Club and our projects from the stage so the community knows they are supporting a wonderful opportunity to make a big impact on our community. We will again have security from our amazing Villa Rica Police Department. We would like to have use of the city ticket booth, restroom facilities, and building for our artists to have a place to relax prior to the show so we may serve them a meal. In addition to the Mill rental, we will also need chair and table rental for our guests and barricades, if possible.

For those patrons with Disabilities, we will utilize handicapped parking as well as space that is accessible for them to sit and enjoy the show.

This year, we are asking the City of Villa Rica for a grant of \$8,000. This increase in our request from last year is to help offset the rising costs of this year's band costs from the several options we have gathered and their needs (two nights hotel accommodation, and food), as well as the increase in prices for advertising. This will allow us to cover our rising costs and be able to use our profits for the projects of the Lions Clubs such as eye care for children in our community as identified from our vision screenings already being conducted in local daycare centers, the Villa Rica Public Library, and the Carroll County school system mass screenings coming this fall.

We appreciate the opportunity to provide an enjoyable experience to the Villa Rica and west Georgia community while also helping support the wonderful work of our Lions Clubs to make a lasting impact on our community. A grant from the city of Villa Rica will allow us to reach our goals of serving those in our community, especially the vision care needs of children.

Lions Clubs 2024 Fundraiser
7 Bridges Eagles Tribute Concert Fundraiser
Friday, 9/13/2024

City Grant	\$8,000.00
Sponsorships	\$13,000.00
Ticket Sales	\$4,000.00
Donations night of event	\$1,000.00
Food Vendors	\$600.00
Total Revenues	\$26,600.00

Artist	\$6,500.00
Lodging for Band	\$500.00
Meal for Band day of concert	\$200.00
Sound/Lighting	\$6,000.00
Opening Act	\$100.00
Venue (Mill, Chairs, Table)	\$1,200.00
Port-a-Potty	\$450.00
Marketing (Signs, Radio ads, FB)	\$1,700.00
Security	\$450.00
Supplies - Checks, Tablecloths, buckets	\$50.00
Expenses	\$17,150.00

Profit	\$9,450.00
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Amount Per Club:	\$4,725.00
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City of Villa Rica

Lease Agreement for use of THE MILL Amphitheater

This lease agreement made and entered into on April 16, 2024, by and between the
DATE OF AGREEMENT
City of Villa Rica Main St. office herein referred to as "Lessor" and

Stacey Orr Representing Golden City Lions Club, for the purpose
PERSON COMPANY/GROUP

of 7 Bridges Eagles Tribute Fundraiser Concert, herein referred to as "Lessee", agrees to the following
EVENT/SCHEDULED USE

terms and conditions of this Lease Agreement as stated in this Contract.

Lessee will pay a security deposit of \$200.00 unless otherwise stated, upon signing lease agreement, returnable upon inspection and approval by the Main Street Manager or their designee after the end of the rental. **PRICE DOES NOT INCLUDE SETUP OF TENTS, TABLES, CHAIRS, ETC.**

THE MILL amphitheater (CAPACITY 1200) \$400/6 hours max + \$200 Security
Deposit

(security deposit is returned after event if no issues)

Concession Stand (not stocked)	\$ 100	\$100
Tents (10 x 10) (36)	\$ 25 each	\$75
Chairs	\$1.00 each	\$300
Tables	\$5.00 each	\$5
Tables (8')	\$5 each	
Tables (6')	\$5 each	
Tables (60" round)	\$5 each	\$60
Electricity for booth	\$15	\$15
Barricades	\$10 each	\$60

Additional Rental Costs

\$ 805

Due two weeks prior to event date

Personnel Fees:

Maintenance Supervisor

Maintenance Technician

Security

2 - \$70

3 - \$450

\$35 per hour - over 200 people requires 2 maintenance personnel.

\$30 per hour

\$50 per hour - based upon type of event.

**Lessee shall pay the Lessor for any required Personnel fees unless otherwise directed by Lessor (City Manager). Lessor reserves the right to require the estimated personnel fees be paid in advance. *Lessee shall pay the Villa Rica Police Department in advance for security.*

Date(s) of Facility Use: Friday, September 13, 2024 Time(s) of Use: _____

\$200 Security Deposit Paid: _____ Date Paid: _____ Method of Payment (no credit card): _____

\$400 Rental Fee Paid: _____ Date _____ Method of Payment (credit card): _____
Paid: _____

Lessee Mailing Address: PO Box 1945 Villa Rica, Georgia 30180

Lessee Phone Numbers: 770-853-3489 (Wrk) (Cell) (Fax)

By their signature below, USER WILL INDEMNIFY owner of the property, the City of Villa Rica staff, customers and invitees and save them harmless from and against any and all claims, damages, actions, liability and expense in connection with loss of life, personal injury, and/or damage to property arising from or out of occupancy or use of the premises, or any part thereof, or any part of the City of Villa Rica property, or occasional wholly or in part by an act of omission of user, its agents, members or affiliates.

THE MILL Amphitheater RULES AND REGULATIONS

- Prior to the acceptance of a lease for certain facilities, a statement of the activities planned or use intended, including a projected number of participants, adults present, a list or schedule of events must be presented in writing to Main St office.
- Signs and banners promoting the event shall be approved in writing by the Main Street office in advance and must be in accordance with all City of Villa Rica sign ordinances. Signs and banners shall be removed immediately following the event.
- LED signage application must be submitted to the Main Street Office for approval in order to promote event on THE MILL's marquee.
- Keys to facilities are issued once the deposit and rental fee is paid. Control of city-owned keys is the responsibility of the Lessee as signed on pg. 1. Keys shall be returned within two business days of the rental, or deposit will not be returned.
- Before a Lessee may obtain a lease agreement for any portion of the park facility, a **\$200 security deposit** must be received to protect the City of Villa Rica and its facilities against any damages that may occur. Once this deposit is received, **event will be placed on calendar.**
- Prior to any advertising for the event a rental fee (**\$400**) must be paid no later than **two weeks prior** to scheduled event.
- **This \$200 security deposit will be returned to the Lessee after the facility is inspected and deemed clean and acceptable. If the facility does not meet inspection criteria, the Main Street office will retain the full deposit, even if the repair or cleaning of the facility does not require the full amount.**
- Refunds available **ONLY** if cancellation is made **two weeks** before the rental date. Booking of facilities followed by a pattern of cancellations may result in loss of rental privileges for a period determined by the Main Street office.
- The Main Street Office reserves the right to cancel events or activities due to severe weather or when use may cause unnecessary damage to the facility. If the Main Street Office cancels the event due to severe weather or unforeseen emergencies, Lessee will be refunded any fees for that date or additional dates, *if applicable*.
- Parking at THE MILL Amphitheater is limited (130 spaces), and rental of this facility does not necessarily imply that parking will be available adjacent to this venue for all event-goers.
- Lessee/activity sponsors are liable for personal injury to participants and/or spectators. The Lessee must sign the **Hold Harmless Agreement**, and if deemed necessary, may be required to produce a liability insurance policy for participants and spectators, naming the City of Villa Rica as an additional insured.
- In case of an emergency, Lessee should call 911 for assistance.
- **10:00 pm** sound ordinance shall be adhered to, and facility will be closed no later than **11:00 pm**.
- Stage lighting shall be turned off at the conclusion of the event. Failure to do so will result in loss of deposit.
- The City of Villa Rica and the Main Street office as administrators of the facilities under their care are not responsible for the loss or theft of any personal items left by Lessees.
- The use of radios, amplified sound devices, musical instruments, etc. are strictly limited to volumes audible to the immediate area or amenity leased.
- The use of profanity, racial or personal slurs or other socially unacceptable behavior is prohibited.
- In certain instances, Lessor may require the presence of a staff member or an off-duty Villa Rica Police Department Officer at a function presented by Lessee. Salary for such staff person or for a Villa Rica officer will be paid by Lessee in addition to the cost of the lease agreement and security deposit and at an amount to be determined at lease signing.
- The use of pyrotechnics, candles, portable stoves, grills, sterno-type warmers, or other fire producing devices or materials are strictly prohibited on The MILL Amphitheater property without written permission from the Main Street office.
- Lessee is responsible for all permits as required by law or ordinance for business, tents, food vending, etc. All concessions are subject to Department of Health regulations relative to food service.
- Entrance fees (*gate fees*) are subject to approval by the Main Street Office and shall be for the immediate area only. Admission fees shall not be charged to general park users without prior written permission of the Main Street office.
- At Management's discretion, a \$300 damage deposit may be required for social events. If all rules and regulations are followed and there are no damages to the facility, the \$300 will be returned to you by check within 14 days of the event.

APPENDIX A

ALLOWED:

- Food and non-alcoholic beverages
- Small coolers (6-drink capacity)
- Flameless candles
- Lawn chairs (low profile)
- Blankets (please be courteous of space)
- Purses, bags and backpacks: *May be subject to search by security personnel prior to entering The MILL Amphitheater.*

PROHIBITED:

- Smoking is not permitted at The MILL Amphitheater-there is designated smoking areas, look for "Smoking Area" signs. Violation of this policy may result in expulsion from The MILL Amphitheater. Smoking is strictly prohibited in all seating areas including the pit and lawn areas. This includes electronic/vapor cigarettes.
- Illegal drugs/substances
- No alcoholic beverages can be brought in
- No PETS of any kind (only registered working animals are permitted)
- Tents or staking
- Umbrellas
- Glass containers
- *No weapons of any kind except as may be permitted by the general laws of the State of Georgia*
- No skateboards

GUEST CONDUCT:

- Guests are expected to behave respectfully and in accordance with venue policy, state and local laws. Any guest that is acting in a manner that venue management deems unsafe can be subject to eviction. If a guest violates a state or local law they will be subject to any tickets or punishment deemed necessary by local law enforcement.

EVENT LISTINGS:

- A complete list of events can be found on www.downtownvillarica.com
- Villa Rica Main Street and The MILL Amphitheater Facebook pages.

LAWN SEATING:

- The lawn is always first come, first serve. There are no assigned seats on the lawn, unless reserved seating is available.

X

Stacey Orr
Signature of Lessee agrees, by their signature to rules and regulations

4/27/24
Date

Provide copy of driver's license.

Restroom Lock Box Code:



CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: 2024 Community Development Grant Application – Thomas A. Dorsey
Birthplace & Gospel Heritage Festival, Inc

AGENDA DATE: May 14, 2024

DATE PREPARED: April 29, 2024

PREPARED BY: Alisa Doyal, Main Street Manager

AMOUNT: \$10,000

GL ACCOUNT #: 100-1110-573050

FUNDING SOURCE: General Fund

BUDGETED ITEM? Yes

PURPOSE: 2024 Community Development Grant Application from the Thomas A. Dorsey Birthplace & Gospel Heritage Festival, Inc., in the amount of \$10,000 for the Thomas Dorsey Birthplace Music Festival that will take place at The MILL amphitheater on June 28-29, 2024.

BACKGROUND: The Thomas Dorsey Birthplace Music Festival began in June 1994 with the mission to cultivate appreciation and honor the musical contributions of Thomas Dorsey near where he was born (Villa Rica) and his talent nurtured. Thomas Dorsey, often referred to as the "Father of Gospel Music," made significant contributions to the development and spread of gospel music.

STAFF RECOMMENDATION: Staffs recommends the approval of the \$10,000 grant request for Thomas A. Dorsey Birthplace & Gospel Heritage Festival, Inc., for the Thomas A. Dorsey Festival that will take place on June 28-29 at The MILL amphitheater.

IMPACT: Financial Assistance for an annual festival that is culturally and economically beneficial to the City of Villa Rica. The festival will have a positive economic effect on the local community by attracting visitors, stimulating tourism, and supporting local businesses.

MOTION: Move to approve the 2024 Community Development Grant Request of \$10,000 to the Thomas A. Dorsey Birthplace & Gospel Heritage Festival, Inc., for the Thomas Dorsey Birthplace Music Festival on June 28-29 at The MILL amphitheater.



Villa Rica Community Development Grant Application

Section A: Applicant

1. Name of Organization: Thomas A. Dorsey Birthplace & Gospel Heritage Festival, Inc

- Contact Person (if different than above): Shirley Marchman - Eric Ayers

2. Mailing Address: 571 West Bankhead Hwy, Villa Rica, GA 30180

3. Telephone Day: Eric Ayers - 678-697-7684 Evening: Shirley Marchman - 770-546-1971

4. Email: profese@bellsouth.net 5. FAX (optional):

6. Date of Tax-Exempt Number and date of Incorporation in Georgia: May 15, 2010/ May 20, 1993

7. Number of Years in City of Villa Rica: 30

8. Have you ever received funds from the City of Villa Rica? yes If Yes, most recent funding amount? \$10,000

- Were there any residual funds at the completion of the project? no If Yes, how much?

Section B: Project

1. Project Title: Thomas Dorsey Birthplace Music Festival

2. Scheduled Start and End Dates: June 29

3. Hours of Operation Each Day: 3:00 - until dark

4. Amount Requested: \$10,000 5. Funds Disbursement Date: June 1, 2024

Section C: Certification

Eric Ayers

Signature of Authorized Official/Individual

April 16, 2024

Date

Eric Ayers

President, Thomas Dorsey Festival, Inc

Printed Name of Authorized Official/Individual

Title of Authorized Official/Individual

Sections D-F: Project Narrative, Accessibility and Project Budget

Sections D-F requires an attachment as indicated in the "Application Instructions" accompanying this form.

For Official Use Only

Approved: _____ Approved by: _____ Date: _____ Grant Amount: _

Sample Project Budget

EXPENSES	AMOUNT \$
Facility rental	
Parking	
Security	260.00
Food	900.00
Service Park & Rec setup/breakdown	1,800.00
Entertainment	\$11,000.00
Speakers Sound & Lighting	6,000.00
Transportation	
Hotels	
Equipment rental	
Barriers	
City Employee Wages	
Security Supplies	2,100.00
Tables	
Tents	
Chairs	
Concessions	
Printing	900.00
Save-the-Date/Invitations/Tickets Graphic Design/Advertising	850.00
Brochures/Posters/Fliers/Press Packets	
Signage	
Bid Sheets/Programs	
Postage/Mail House	
Credit Card Fees	
Photography Fireworks	5,000.00
TOTAL EXPENSES	28,810.00

REVENUES	AMOUNT \$
Ticket Sales (minus complimentary tickets)	
Regular	
Patron	
Donations/Pledges	18,810.00
Sponsorships/Grants	10,000.00
Program Ads	
Raffle Tickets	
Contest Tickets	
Food	
Bar	
Silent/Live Auction	
TOTAL REVENUES	28,810.00

NET INCOME (or LOSS)

Income less Expenses: \$ 0

City of Villa Rica

Lease Agreement for use of THE MILL Amphitheater

This lease agreement made and entered into on April 29, 2024, by and between the
CITY OF VILLA RICA DATE OF AGREEMENT
City of Villa Rica Main St. office herein referred to as "Lessor" and
Eric Ayers - Shirley Marchman Representing Thomas A. Dorsey Birthplace & Gospel Heritage Festival, Inc, for the purpose
PERSON COMPANY/GROUP
of June 29, 2024, herein referred to as "Lessee", agrees to the following
EVENT/SCHEDULED USE
terms and conditions of this Lease Agreement as stated in this Contract.

Lessee will pay a security deposit of **\$200.00** unless otherwise stated, upon signing lease agreement, returnable upon inspection and approval by the Main Street Manager or their designee after the end of the rental. **PRICE DOES NOT INCLUDE SETUP OF TENTS, TABLES, CHAIRS, ETC.**

THE MILL amphitheater (CAPACITY 1200) \$400/6 hours max + \$200 Security Deposit

(security deposit is returned after event if no issues)

Concession Stand (not stocked)	\$ 100	
Tents (10 x 10) (36)	\$ 25 each	8
Chairs	\$1.00 each	32
Tables	\$5.00 each	
Tables (8')	\$5 each	
Tables (6')	\$5 each	8
Tables (60" round)	\$5 each	
Electricity for booth	\$15	
Barricades	\$10 each	

Additional Rental Costs

\$ _____

Due two weeks prior to event date

Personnel Fees:

Maintenance Supervisor

\$35 per hour - over 200 people requires 2 maintenance personnel.

Maintenance Technician

\$30 per hour

Security

\$50 per hour - based upon type of event.

***Lessee shall pay the Lessor for any required Personnel fees unless otherwise directed by Lessor (City Manager). Lessor reserves the right to require the estimated personnel fees be paid in advance. *Lessee shall pay the Villa Rica Police Department in advance for security.**

Date(s) of Facility Use: _____ Time(s) of Use: _____

\$200 Security Deposit Paid: _____ Date Paid: _____ Method of Payment (no credit card): _____

\$400 Rental Fee Paid: _____ Date _____ Method of Payment (credit card): _____

Paid: _____

Lessee Mailing Address: _____

Lessee Phone Numbers: _____ (Wrk) _____ (Cell) _____ (Fax)

By their signature below, USER WILL INDEMNIFY owner of the property, the City of Villa Rica staff, customers and invitees and save them harmless from and against any and all claims, damages, actions, liability and expense in connection with loss of life, personal injury, and/or damage to property arising from or out of occupancy or use of the premises, or any part thereof, or any part of the City of Villa Rica property, or occasional wholly or in part by an act of omission of user, its agents, members or affiliates.

Lessee

Date

Staff Person

Date

THE MILL Amphitheater RULES AND REGULATIONS

- Prior to the acceptance of a lease for certain facilities, a statement of the activities planned or use intended, including a projected number of participants, adults present, a list or schedule of events must be presented in writing to Main St office.
- Signs and banners promoting the event shall be approved in writing by the Main Street office in advance and must be in accordance with all City of Villa Rica sign ordinances. Signs and banners shall be removed immediately following the event.
- LED signage application must be submitted to the Main Street Office for approval in order to promote event on THE MILL's marquee.
- Keys to facilities are issued once the deposit and rental fee is paid. Control of city-owned keys is the responsibility of the Lessee as signed on pg. 1. Keys shall be returned within two business days of the rental, or deposit will not be returned.
- Before a Lessee may obtain a lease agreement for any portion of the park facility, a **\$200 security deposit** must be received to protect the City of Villa Rica and its facilities against any damages that may occur. Once this deposit is received, **event will be placed on calendar.**
- Prior to any advertising for the event a rental fee **(\$400)** must be paid no later than **two weeks prior** to scheduled event.
- **This \$200 security deposit will be returned to the Lessee after the facility is inspected and deemed clean and acceptable. If the facility does not meet inspection criteria, the Main Street office will retain the full deposit, even if the repair or cleaning of the facility does not require the full amount.**
- Refunds available **ONLY** if cancellation is made **two weeks** before the rental date. Booking of facilities followed by a pattern of cancellations may result in loss of rental privileges for a period determined by the Main Street office.
- The Main Street Office reserves the right to cancel events or activities due to severe weather or when use may cause unnecessary damage to the facility. If the Main Street Office cancels the event due to severe weather or unforeseen emergencies, Lessee will be refunded any fees for that date or additional dates, *if applicable*.
- Parking at THE MILL Amphitheater is limited (130 spaces), and rental of this facility does not necessarily imply that parking will be available adjacent to this venue for all event-goers.
- Lessee/activity sponsors are liable for personal injury to participants and/or spectators. The Lessee must sign the **Hold Harmless Agreement**, and if deemed necessary, may be required to produce a liability insurance policy for participants and spectators, naming the City of Villa Rica as an additional insured.
- In case of an emergency, Lessee should call 911 for assistance.
- **10:00 pm** sound ordinance shall be adhered to, and facility will be closed no later than **11:00 pm**.
- Stage lighting shall be turned off at the conclusion of the event. Failure to do so will result in loss of deposit.
- The City of Villa Rica and the Main Street office as administrators of the facilities under their care are not responsible for the loss or theft of any personal items left by Lessees.
- The use of radios, amplified sound devices, musical instruments, etc. are strictly limited to volumes audible to the immediate area or amenity leased.
- The use of profanity, racial or personal slurs or other socially unacceptable behavior is prohibited.
- In certain instances, Lessor may require the presence of a staff member or an off-duty Villa Rica Police Department Officer at a function presented by Lessee. Salary for such staff person or for a Villa Rica officer will be paid by Lessee in addition to the cost of the lease agreement and security deposit and at an amount to be determined at lease signing.
- The use of pyrotechnics, candles, portable stoves, grills, sterno-type warmers, or other fire producing devices or materials are strictly prohibited on The MILL Amphitheater property without written permission from the Main Street office.
- Lessee is responsible for all permits as required by law or ordinance for business, tents, food vending, etc. All concessions are subject to Department of Health regulations relative to food service.
- Entrance fees (*gate fees*) are subject to approval by the Main Street Office and shall be for the immediate area only. Admission fees shall not be charged to general park users without prior written permission of the Main Street office.
- At Management's discretion, a \$300 damage deposit may be required for social events. If all rules and regulations are followed and there are no damages to the facility, the \$300 will be returned to you by check within 14 days of the event.

APPENDIX A

ALLOWED:

- Food and non-alcoholic beverages
- Small coolers (6-drink capacity)
- Flameless candles
- Lawn chairs (low profile)
- Blankets (please be courteous of space)
- Purses, bags and backpacks: *May be subject to search by security personnel prior to entering The MILL Amphitheater.*

PROHIBITED:

- Smoking is not permitted at The MILL Amphitheater-there is designated smoking areas, look for “Smoking Area” signs. Violation of this policy may result in expulsion from The MILL Amphitheater. Smoking is strictly prohibited in all seating areas including the pit and lawn areas. This includes electronic/vapor cigarettes.
- Illegal drugs/substances
- No alcoholic beverages can be brought in
- No PETS of any kind (only registered working animals are permitted)
- Tents or staking
- Umbrellas
- Glass containers
- *No weapons of any kind except as may be permitted by the general laws of the State of Georgia*
- No skateboards

GUEST CONDUCT:

- Guests are expected to behave respectfully and in accordance with venue policy, state and local laws. Any guest that is acting in a manner that venue management deems unsafe can be subject to eviction. If a guest violates a state or local law they will be subject to any tickets or punishment deemed necessary by local law enforcement.

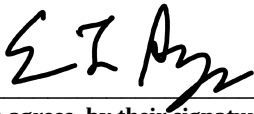
EVENT LISTINGS:

- A complete list of events can be found on www.downtownvillarica.com
- Villa Rica Main Street and The MILL Amphitheater Facebook pages.

LAWN SEATING:

- The lawn is always first come, first serve. There are no assigned seats on the lawn, unless reserved seating is available.

X



Signature of Lessee agrees, by their signature to rules and regulations

April 29, 2024

Date

Provide copy of driver's license.

Restroom Lock Box Code:



CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT:	Surplus of Vehicle
AGENDA DATE:	05-14-24
DATE PREPARED:	05-02-24.
PREPARED BY:	Chris Maddox
AMOUNT:	7.5 % of total sale price after the auction, funds are taken Out of our payments
GL ACCOUNT #:	General Fund
FUNDING SOURCE:	N/A
BUDGETED ITEM?	N/A

PURPOSE: To sell a 2010 Ford E-350 Van

BACKGROUND: We have used GovDeals Online Auctions with good success since 2009 to auction off our used vehicles and small equipment that are no longer feasible to repair. GovDeals.com takes 7.5% percent of the sale as payment and handles all paperwork and transactions and then sends us a check. Everything is all listed nationwide on their website. The vehicles are all sold as is where is. Buyers have 30 days to pick them up after payment. If they do not, GovDeals lists them again for no charge to us and resells them.

STAFF RECOMMENDATION: To let us proceed with auctioning this unit on GovDeals

IMPACT: The vehicle belongs to grounds maintenance and needs a new engine. The parts and labor total will be approximately \$6500.

MOTION: I move to approve the listing of the 2010 Ford E-350 Van on GovDeals and be sold to the highest bidder.



CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: Main Street Drainage Improvements

AGENDA DATE: May 14, 2024

DATE PREPARED: April 29, 2024

PREPARED BY: Bobby C. Elliott, P.E.

AMOUNT: \$\$434,065.00

GL ACCOUNT #:

FUNDING SOURCE: General Fund

BUDGETED ITEM? No

PUBLIC HEARING: No

PURPOSE: The purpose of this item is to correct a serious drainage issue particularly located on Main Street near Un-Corked and Los Cowboys Restaurant.

BACKGROUND: For many years, this particular area has had storm flooding occur during higher intensity flash storms. Flood waters have entered the fronts of these businesses. The designed fix for this issue will illuminate this problem.

There were four contractors that purchased bid packets and there were two bid proposals received with the following amounts:

HD Excavations
516 Cole Creek Road
Dallas, Georgia 30157 \$434,065.00

Meriwether Site Solutions
P.O. Box 452
Greenville, GA 30222
20317 Hwy 85, Suite D
Gay, GA 30218 \$452,689.09

STAFF RECOMMENDATION: Staff recommends the low bid from HD Excavations for the amount of \$434,065.00.

IMPACT:

MOTION: I move to approve the low bid from HD Excavations for the amount of \$434,065.00 to complete the Main Street Drainage Improvement Project.



CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: Hickory Level Townhouse Development – Villa Rica RTH Owner, LLC
Development Agreement for Hickory Falls Lift Station Upgrade

AGENDA DATE: May 14, 2024

DATE PREPARED: April 29, 2024

PREPARED BY: Bobby C. Elliott, P.E.

AMOUNT:

GL ACCOUNT #:

FUNDING SOURCE:

BUDGETED ITEM?

PURPOSE: The purpose of this agenda item is to present a Development Agreement to the Mayor and City Council from the Villa Rica RTH Owner, LLC that establishes the Hickory Level Townhouse Development share of the lift station upgrade cost to the Hickory Falls lift station.

BACKGROUND:

The Hickory Falls lift station is presently at capacity and must be upgraded. Hickory Level Townhouse Development is currently under construction and 110 homes will contribute sewage flow to this station. The entire cost of this upgrade has been calculated by City engineering consultants. Based on the number of housing units that will contribute flow to this station, the Hickory Level Townhouse Development (Villa Rica RTH Owner, LLC) will fund 31 percent of this upgrade cost. This amount has been calculated to be \$177,760.00 or \$1,616.00 per hosing unit. The Development Agreement attached to this agenda item has been reviewed by the City Attorney.

STAFF RECOMMENDATION: Staff recommends approval of the Development Agreement with the owners of the Hickory Level Townhouse Development, which is Villa Rica RTH Owner, LLC.

IMPACT:

MOTION: I move to approve the Development Agreement between the City of Villa Rica and Villa Rica RTH Owners, LLC for the upgrade of the Hickory Falls sanitary sewer lift station.

DEVELOPMENT AGREEMENT

This Agreement is entered into on this ____ day of _____ 202__, between the City of Villa Rica, Georgia (the "City"), Villa Rica RTH Owners, LLC., (the "Owner").

WITNESSETH:

WHEREAS, a subdivision located within the City of Villa Rica known as Hickory level Townhouse Development (the "Subdivision") was previously approved for development by the City; and

WHEREAS, the City and the Owner wish to enter into this Agreement governing the terms and the conditions of the existing Sanitary Sewer lift station and force main located in the Hickory Level Townhouse Development that will serve the same;

NOW, THEREFORE, in consideration of Ten and 0/100 Dollars (\$10.00) in hand to the City, the receipt of which is hereby acknowledged, as well as the promises and mutual covenants of the parties herein contained, it is agreed and understood as follows:

1. Construction of Hickory Level Townhouse Development.

The parties agree that the construction of the Hickory level Townhouse development will follow all rules, regulations and specifications set forth by the City of Villa Rica Development Regulations with regards to all infrastructure installations including the following: Streets, curb and gutter, water and sewer, storm drains, stormwater detention facilities, sidewalks, street signage and street lighting.

2. Maintenance and Repair of the existing sanitary sewer lift station and force main located in the Hickory level Townhouse Development.

Due to maintenance and capacity issues related to the existing sanitary sewer lift station and force main, it is necessary to make repairs and capacity improvements to said station and force main in order to be able to serve effluent discharges from the new homes in Hickory level Townhouse Development. Calculations have been made to determine the cost per lot necessary for these upgrades. The calculated cost per lot is \$1,616.00 or a lump sum based on 110 total lots of \$177,760.00.

3. This Agreement shall bind the Owner upon execution and may not be revoked without permission of the City.

4. This Agreement shall be interpreted in accordance with Georgia law and may only be enforced in the Superior Court for Carroll County, Georgia, and Georgia appellate courts.

5. In the event this Agreement is breached by the Owner and litigation is commenced, the Owner shall be responsible for the reasonable attorneys' fees and expenses incurred by the City as a result of the Owner's breach if the litigation concludes that the Owner was in default. If this Agreement is breached and it is determined that the Owner is not in default, each party will be responsible for their own attorney's fees and expenses incurred.

6. Transferability.

The Owner may transfer the subdivision property upon written notice to the City as to the name, address, and telephone number of the transferee. In the event of a transfer, the transferee will assume responsibility of this agreement and will run with the land.

7. Acceptance of Improvements.

Formal acceptance of improvements shall follow the procedure established in the Zoning and Subdivision Regulations. Subsequent to acceptance by the City, the Owner shall have no claim, direct or implied, in the title or ownership of the improvements. The City, upon final approval and acceptance, will take full title to the improvements and will provide maintenance thereafter, except that the Owner is responsible for construction failures and defects in the subdivision improvements. During this period, it shall remain the responsibility of the Owner to correct and cure these defects and failures.

8. Warranty.

The Owner warrants that all improvements to be accepted by the City will be free from defects in design, materials, or workmanship for a period of eighteen (18) months from the date of acceptance by the City. The Owner shall immediately repair, at its own costs, all defects of any type whatsoever which occur within said eighteen (18) months period. If repairs required herein are not timely completed, the City shall have the right, at its option, to make said repairs at the expense of the Owner. In such event, the City may call the Owner's bond to pay for said repairs. Additionally, the Owner shall execute a maintenance bond as required by the Development Regulations.

IN WITNESS WHEREOF, the parties have executed this Agreement for the purposes herein expressed.

OWNER:

MIRROR LAKE DEVELOPMENT
PARTNERS, LLC.

By: _____

CITY OF VILLA RICA, GEORGIA

By: _____

Approved as to Form and Legality:

City Attorney



CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT:	Cowan's Lake Dam Renovation
AGENDA DATE:	May 14, 2024
DATE PREPARED:	May 2, 2024
PREPARED BY:	Erin Lewis
AMOUNT:	\$ 120,000.00
GL ACCOUNT #:	505-4420-541400
FUNDING SOURCE:	Water and Sewer Fund
BUDGETED ITEM?	Yes
PUBLIC HEARING:	No

PURPOSE: To repair and refurbish Cowan's Lake Dam

BACKGROUND: Cowan's Lake is the secondary source of the City's drinking water system. Water is pumped from Cowan's Lake to Lake Fashion as a supply to the water treatment facility. Per Georgia EPD requirements, Georgia Safe Dams performed an inspection of the dam and provided a report on needed repairs. Staff also engaged with Carter Engineering to design the dam repairs and provide deliverables to contractors for the work.

The proposed work includes the removal of larger trees from the dam and spillway, repairing of stump holes, repairing of eroded areas on dam, re-grassing all damaged areas, clearing the toe drains, excavating and clearing out overflow area, and fencing off face of the dam to prevent access by cattle in area.

STAFF RECOMMENDATION: Staff engaged with Tim Grizzard & Associates for pricing, as this contractor is currently working on the renovation of the dam for Lake Paradise. The estimated cost of repairs is \$ 120,000.00. Staff recommends engaging with Tim Grizzard & Associates for the renovation of Cowan's Lake Dam, at a cost of \$120,000.00.

IMPACT: The renovated dam and fencing will satisfy state requirements for the operation of the dam and the continued operation of Cowan's Lake as a supply of drinking water for the City. As this dam is a Category 4 dam, the repairs will further protect the dam and mitigate the potential for catastrophic failure of the dam and all areas immediately downstream.

MOTION: I move to approve the Mayor to authorize the engagement of Tim Grizzard & Associates for the renovation of Cowan's Lake dam, at a cost of \$120,000.00.



ENVIRONMENTAL PROTECTION DIVISION

West Georgia Soil & Water Conservation District
c/o Georgia Soil and Water Conservation Commission
4310 Lexington Road
Athens, Georgia 30605

Hal Burch
Director of Public Works
City of Villa Rica
106 Temple Street
Villa Rica, GA 30180

Jeffrey W. Cown, Director

Watershed Protection Branch

2 Martin Luther King, Jr. Drive
Suite 1470A, East Tower
Atlanta, Georgia 30334
404-463-1511

APR 24 2024

SUBJECT: Little Tallapoosa W/S Str. #29 Dam
Little Tallapoosa W/S Str. #31 Dam
Carroll County

Ladies and Gentlemen:

On February 27, 2024, our staff performed the FY24 quality assurance inspections on the subject dams. Erin Lewis and Chris Todd with the City of Villa Rica were present for the inspections. John Bain, the Villa Rica Utilities Director, was also present for the inspection of Little Tallapoosa W/S Str. #29 Dam. Left and right directions noted are as facing downstream. During the inspections, we noted the following maintenance items:

Little Tallapoosa River W/S Str. #29 Dam

1. A bare area extended up the right slope of the left auxiliary spillway onto the left crest. Thinly grassed and bare areas were in other areas. Thick grass cover should be established over the entire dam.
2. Wave erosion was along the upstream shore, especially near the ends of the dam. Please observe this erosion during your quarterly inspections and note any increased erosion.
3. A dead tree was in the left auxiliary spillway. Small trees were on the lower right downstream slope and trees of various sizes were encroaching on the right downstream toe. Small trees were above the principal spillway on the downstream slope and right of the plunge pool. Trees were in the right auxiliary spillway just downstream of the control section. The plunge pool was overgrown. Trees and woody vegetation should be removed from and within 25 feet of the dam. Any trees over 8-inches in diameter or near the control section require oversight by the NRCS State Engineer or an Engineer of Record (EOR) for removal.
4. A wet area with some standing water was between the trees on the lower right downstream slope and the trees encroaching on the right downstream toe. Wet areas should be monitored during quarterly inspections and any increase of extent reported. Uncovering and cleaning the drain may alleviate wetness at the right toe.

Little Tallapoosa W/S Str. #29 Dam
Little Tallapoosa W/S Str. #31 Dam
Carroll County
FY24 Inspection Notice Letter

5. The right drain had been buried but was flowing. The drain should be dug out sufficiently to allow measurement. Cleaning the drain is also a good idea if any materials are in the drain outlet pipe.

Little Tallapoosa River W/S Str. #31 Dam

1. Trees were on the upstream and downstream slopes at the left end of the dam and on the upstream right end. Tall grass and woody vegetation were on both slopes. Trees were encroaching on the right downstream abutment and toe. Moss was growing in these areas. Trees were also in the auxiliary spillway from the entrance to beyond the control section and around the plunge pool. Trees and woody vegetation should be removed from and within 25 feet of the dam. Grass should be mowed regularly. Low-growing, non-clumping grass is preferred on dams.
2. Cow trails were in many locations on the dam. The gully on the upstream slope near the principal spillway has progressed. It was about 40 feet wide and has eaten into the crest almost to the upstream wheel track on the crest roadway. It is not as deep as during the 2/24/2021 inspection, as crest materials have fallen into the gully bottom. Eroded cow trails on the right upstream slope have worsened. Significant erosion from cattle traffic was also above the plunge pool and ran from the right crest down to the auxiliary spillway. All eroded areas need to be repaired and grassed. The NRCS State Engineer or an Engineer of Record (EOR) should be involved with repair plans for the gully on the upstream slope and plans should be submitted to the Program and the NRCS State Engineer for approval.
3. A wet area was in the auxiliary spillway near the right end of the dam. Ruts in the right crest were holding water. Ruts and low areas in the auxiliary spillway should be filled with compacted cohesive soil and grassed.
4. A large rock was blocking the left toe drain outlet. A large tree stump was directly downstream of this rock. Obstructions to flow from the drain should be removed. If materials are in the drain outlet pipe, it should be cleaned.
5. An animal burrow almost 2 feet wide was just right of where the principal spillway pipe daylights. The bottom of the burrow was not able to be probed with a 5.5-foot-long stick. The NRCS State Engineer or an EOR should be involved with repair of the burrow given how deep the burrow is and how close it is to the principal spillway.
6. Trash racks appeared deteriorated at the water line. Please install the new trash racks procured.

As soon as possible, you should address the maintenance issues noted above. You are not permitted to perform intrusive work on the dams without approval from this office.

The City of Villa Rica County has been identified as a co-owner and/or co-operator of the subject dam. Therefore, it is highly recommended that you contact your co-sponsor, the Georgia Soil and Water Conservation Commission (Commission), acting on behalf of the local West

Little Tallapoosa W/S Str. #29 Dam
Little Tallapoosa W/S Str. #31 Dam
Carroll County
FY24 Inspection Notice Letter

Georgia Soil & Water Conservation District, to coordinate and discuss your responsibilities regarding the subject dam. You may contact the Commission at (706) 552-4470.

You are responsible for inspecting your dams on a quarterly basis and having a professional engineer inspect your dams on a biennial basis. The current Safe Dams Act & Rules for Dam Safety along with the owner inspection form and instructions can be found on our webpage at <https://epd.georgia.gov/safe-dams-program>.

Please retain the completed checklists, photographs, instrumentation readings, and any other notes taken during your quarterly inspections. A complete package of quarterly inspection reports must be sent to this office by April 30 of each calendar year. If you notice any significant changes with your dams, such as new cracks, sloughs (shallow slope failures), excessive or new seepage, or muddy flow from the dam or internal drains, please contact this office immediately.

A copy of our inspection reports with photos is enclosed for your records. If you have any questions, please contact our office at Kate.Betsill@dnr.ga.gov or (470) 524-4667.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Kate Betsill', with a stylized flourish at the end.

Kate Betsill
Environmental Engineer
Safe Dams Program

Enclosures

cc: John Bain, Villa Rica Utilities
Erin Lewis, Villa Rica Utilities
Mitch Attaway, Executive Director, Georgia SWCC
Diane Guthrie, P.E., State Engineer, NRCS

Inspection Report

Manager Review: IMA

Date of Inspection: 2/27/2024

Name of Dam: Little Tallapoosa W/S Str. #29 Dam County: Carroll

ID#: 022-032-04710

Weather: cloudy, 75°

Inspected by: Kate Betsill and Nicole Hicks

Type of Inspection: X QA Construction Other

Persons Contacted: Erin Lewis, Chris Todd, and John Bain, all
with the City of Villa Rica

Toe Drain Right: Flowing, buried

Toe Drains Left: N/A

Additional Drains: N/A

Remarks:

1. The lake was slightly above normal pool.
2. A bare area extended up the right slope of the left auxiliary spillway onto the left crest. Thinly grassed and bare areas were in other areas.
3. Wave erosion was along the upstream shore, especially near the ends of the dam.
4. A dead tree was in the left auxiliary spillway. Small trees were on the lower right downstream slope and trees of various sizes were encroaching on the right downstream toe. Small trees were above the principal spillway on the downstream slope and right of the plunge pool. Trees were in the right auxiliary spillway just downstream of the control section. The plunge pool was overgrown.
5. A wet area with some standing water was between the trees on the lower right downstream slope and the trees encroaching on the right downstream toe.
6. I asked if Villa Rica personnel were aware how long the right drain had been buried. They were not aware of the right drain. I left Ms. Lewis a partial copy of as-builts showing the drain configuration and discussed that uncovering the drain could assist with drying the right end of the dam.



Lead Inspector

Little Tallapoosa W/S Str. #29 Dam
Carroll County
Pictures Taken February 27, 2024



Bare and thinly grassed areas from the left auxiliary spillway onto the crest



Looking left from right abutment at trees encroaching on the right downstream slope



Trees just downstream of the right auxiliary control section



Trees on the right downstream slope and encroaching on the slope with wet/saturated area and standing water between



Looking left from right toe with small trees in line with principal spillway



Overgrown plunge pool and orange staining with flow in area of likely buried right drain

Inspection Report

Manager Review: AMS

Date of Inspection: 2/27/2024

Name of Dam: Little Tallapoosa W/S Str. #31 Dam County: Carroll

ID#: 022-029-01886

Weather: cloudy, 72°

Inspected by: Kate Betsill and Nicole Hicks

Type of Inspection: X QA Construction Other

Persons Contacted: Erin Lewis and Chris Todd, City of Villa Rica

Toe Drains Right: Dry

Toe Drains Left: Flowing, could not measure

Additional Drains: N/A

Remarks:

1. The lake was slightly above normal pool.
2. Trees were on the upstream and downstream slopes at the left end of the dam and on the upstream right end. Tall grass and woody vegetation were on both slopes. Trees were encroaching on the right downstream abutment and toe. Moss was growing in these areas. Trees were also in the auxiliary spillway from the entrance to beyond the control section and around the plunge pool.
3. Cow trails were in many locations on the dam. The gully on the upstream slope near the principal spillway has progressed. It was about 40 feet wide and has eaten into the crest almost to the upstream wheel track on the crest roadway. It is not as deep as during the 2/24/2021 inspection, as crest materials have fallen into the gully bottom. Eroded cow trails on the right upstream slope have worsened. Significant erosion from cattle traffic was also above the plunge pool and ran from the right crest down to the auxiliary spillway.
4. A wet area was in the auxiliary spillway near the right end of the dam. Ruts in the right crest were holding water.
5. A large rock was blocking the left toe drain outlet. A large tree stump was directly downstream of this rock.
6. An animal burrow almost 2 feet wide was just right of where the principal spillway pipe daylights. The bottom of the burrow was not able to be probed with a 5.5-foot-long stick.
7. Trash racks appeared deteriorated at the water line.
8. Erin stated that Villa Rica is appropriating funds to fix the dam next year. She also stated that new trash racks for the riser have been purchased but not installed.



Lead Inspector

Little Tallapoosa River W/S Str. #31 Dam
Carroll County
Pictures Taken on February 27, 2024



Looking left at trees on the left downstream slope



Gully on upstream slope near the principal spillway encroaching into the crest



Looking left on right end of the dam at trees and eroded cow trails



Looking right from right crest with erosion into the auxiliary spillway; wet area with standing water circled



Looking left on right downstream slope at trees and brush encroaching



Looking left at top of left drain outlet, large rock, and stump

Visual Inspection Report

For

Little Tallapoosa River W/S Str. #31

(Ga State ID: 022-029-01886)

Carroll County, GA

(33.745150, -84.974470)

Prepared By:
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January 2023 Inspection



Submittal Information

Revision	Date	Submitted To:
A	01/30/2023	City of Villa Rica

Table of Contents

Cover Page.....	1
Table of Contents.....	2
Acronyms	2
Preface	4
1.0 Carter Engineering Visual Inspection	6
2.0 Introduction.....	7
2.1 Identify the Subject Dam	7
3.0 Visual Inspection.....	8
3.1 Paradise Lake Dam	8
3.2 Watershed Description	9
4.0 Visual Inspection.....	9
4.1 Dam Crest.....	9
4.2 Upstream Slope	10
4.3 Downstream Slope	10
4.4 Plunge Pool	11
4.5 Principal Spillway	11
4.6 Auxiliary Spillway	11
4.7 Instrumentation.....	12
5.0 Deficiency Descriptions.....	13
6.0 Recommendations and Corrective Actions	14
7.0 Conclusion.....	16
APPENDIX.....	17
APPENDIX A—PHOTOGRAPH LOG	
APPENDIX B—FIELD INSPECTION REPORT	

Acronyms

ACAD	Autodesk AutoCAD Civil 3D (Current Version)
CEC	Carter Engineering Consultants
DEM	Digital Elevation Models
EPD	Georgia Environmental Protection Division
FEMA	Federal Emergency Management Agency
FFE	Finish Floor Elevation
GA DNR	Georgia Department of Natural Resources
GIS	Geographic Information Systems
GASDP	Georgia Safe Dams Program
HEC-RAS	Hydrologic Engineering Center River Analysis System
HEC-1	USACE Flood Hydrograph Package Software
LAG	Lowest Adjacent Grade
Lidar	Light Detection and Ranging
NID	National Inventory of Dams
NAVD88	North American Vertical Datum of 1988
NOAA	National Oceanic and Atmosphere Administration
NRCS	Natural Resource Conservation Service
USACE	United States Army Corps of Engineers
USBR	U.S. Bureau of Reclamation
USGS	United States Geological Survey

Preface

All dams in the State of Georgia, that meet certain criteria are inventoried, classified, and regulated by the Georgia Safe Dams Program (GASDP). The Georgia Safe Dams Program is part of the Georgia Environmental Protection Division's (EPD) Watershed Protection Branch. Georgia EPD is a division of the Georgia Department of Natural Resources (DNR). The Georgia Safe Dams Act of 1978 requires that all dams be inventoried and classified by the Georgia Safe Dams Program. Dams are defined by Rule 391-3-8-.02 (h), as any artificial barrier which impounds or diverts water and is twenty-five (25) feet or more in height OR has an impounding capacity of one hundred (100) acre-feet or more. Dams that meet the above-mentioned criteria are classified as either Category I or Category II structures.

Category I structures are dams in which improper operation or failure, WOULD result in a probable loss of human life. Category II structures are dams in which improper operation or failure, WOULD NOT be expected to result in probable loss of human life.

GASDP Required Inspections for Category I Structures

- (2) As part of the routine inspection and maintenance program described in Rule 391-3-8-.10(1), and in addition to any specific inspection and maintenance program requirements included in the permit, dam owners and operators shall ensure their dam is inspected, and reports are submitted to the Division, based upon the following schedule:
 - (a) The dam owner shall inspect the dam each calendar quarter. This inspection may be conducted by the dam owner, or the dam owner may hire someone to do the inspection on their behalf. This inspection is not required to be conducted by an engineer. Calendar quarters are January 1 through March 31, April 1 through June 30, July 1 through September 30, and October 1 through December 31.
 - (b) Except as provided in paragraph (c) below, the dam owner shall have the dam inspected by an engineer at least every two years. This inspection shall be conducted between October 1 and March 31. This inspection shall satisfy the inspection requirement in paragraph (a) above for the October 1 through December 31 and January 1 through March 31 quarterly inspections.

- (c) For any dam that is less than 50 feet tall and that the dam owner has conducted at least four consecutive quarterly inspections in accordance with paragraph (a) above, the owner may submit to the Division a waiver request by October 1 for one two-year cycle of the engineer inspection required under paragraph (b). The waiver request shall be approved unless the Division denies the request in writing within 30 days of receipt of the waiver request. Reasons to deny the waiver request include, but are not limited to, inspection reports showing deficiencies that have not yet been corrected or Division enforcement actions within the past twenty-four months.
- (d) For the purpose of Rule 391-3-8-.10(2), the term "engineer" shall have the same meaning as defined in Rule 391-3-8-.02(m) and may also include any professional engineer registered by the State of Georgia.
- (e) As stated in Rule 391-3-8-.10(1)(f), dam owners shall immediately notify the Division when symptoms of failure are observed. Otherwise, dam owners shall submit the inspection reports to the Division using the Division approved form by April 30 for all inspections conducted between April 1 of the preceding calendar year and March 31 of the current calendar year.

(Per Ga. Comp. R. & Regs. R. 391-3-8-.10 - Authority: O.C.G.A. §§ [12-5-370](#) through [12-5-385](#).)

1.0 Carter Engineering Visual Inspection

The dam inspection performed by Carter Engineering is limited to a visual evaluation of the dam, spillway(s) and appurtenances. Where applicable, the inspection may include instrumentation measurements. The inspection will note any deficiencies observed from the visual inspection and provide corrective action guidance. The visual inspection is limited in scope with the following exclusions:

- Geotechnical and/ or Material Testing
- Inspection of Dam Internal Components (i.e., drains, spillway conduits, underdrains, or any appurtenances not visible at the dam's surface)
- Design plans and/or specifications for corrective action or remediation of deficiencies
- Construction or repair of any observed deficiencies
- Utilized for permitting (other than submittal to GASDP)

This inspection is performed in accordance with GASDP engineering guidelines and GASDP's inspection instructions for earthen embankments. In addition to satisfying the required 2-year engineer inspection, this inspection will also satisfy the dam owner's inspection requirements for the October 1 through December 31 and January 1 through March 31 quarterly inspections.

2.0 Introduction

2.1 Identify the Subject Dam

Little Tallapoosa River W/S Str #31, which is also referred to as Muse Lake Dam is the subject dam of this report. The current property owner of Muse Lake Dam is the Carroll County Board of Commissioners and the City of Villa Rica. The current operator of the dam is The City of Villa Rica. Muse Lake Dam is in the northern portion of Carroll County, Georgia on Carroll County Parcel ID 147 0005. More specifically, it is located approximately 2.0 miles northwest of downtown Villa Rica, Ga. The dam consists of an earthen embankment constructed by placing fill material across an unnamed tributary to Little Tallapoosa River.

The U.S Army Corps of Engineers (USACE) has listed the dam on the National Inventory of Dams (NID) as ID Number GA-00129. The Georgia Safe Dams Program (GASDP) has given the dam a State ID Number 022-029-01886. The dam is located at North 33.745150° (Latitude), West -84.974470° (Longitude).



Figure 1 -- Dam Location Map

3.0 Visual Inspection

3.1 Muse Lake Dam

The Dam consists of an earthen embankment constructed by placing fill material across a tributary to Little Tallapoosa River. The nomenclature for describing the dam is based on facing downstream. The embankment will be referenced in this manner. All elevations are referenced from Mean Sea Level (MSL).

According to USDA-SCS (now NRCS), Muse Lake Dam construction was completed in 1960. The crest of the dam is 14 feet wide and at elevation 1064.0 MSL-ft. The normal pool elevation is 1048.5 MSL-ft.

Dam Information:	
Name:	Muse Lake Dam
State ID#:	022-029-01886
USACE NID:	GA-00129
State/ Condition:	Existing Conditions
Dam Characteristics:	
Type:	Earthen Embankment
Dam Crest Elevation:	1064.0 MSL-Feet (Low Point)
Toe Elevation:	1032.0 MSL-Feet (Natural Channel Elevation)
Height:	32.0 Feet
Crest Width:	14.0 Feet
Crest Length:	920 Feet
Upstream Slope:	3:1 Horizontal: Vertical (Orientation)
Downstream Slope:	3:1 Horizontal: Vertical (Orientation)
Spillway Information (Principal/Primary):	
Spillway/Conduit:	Riser & Conduit
Crest Elevation:	1048.5 MSL-Feet
Spillway Information (Auxilliary):	
Spillway:	Two Cipolletti weir control sections on each side of the dam. Left-hand side is 50 ft wide and the right-hand side is 150 ft wide.
Crest Elevation:	1059.6 MSL-Feet

3.2 Watershed Description

The subject dam receives runoff from a 842-square mile watershed basin. The basin was delineated using topographic information described in Section 2.1.1 of this report. The existing watershed flows from a maximum elevation of 1303.00-feet to the normal pool elevation of 1048.5-feet.

4.0 Visual Inspection

A detailed engineering visual inspection of Muse Lake Dam was completed on January 5, 2023, by Carter Engineering Staff. Specifically, Brian Kimsey, PE performed the site visit and inspection. The dam embankment and spillways were visually inspected to verify the safety, integrity, and compliance with the GASDP rules and regulations of the dam and appurtenant structures.

In general, the main components of a dam that require inspection are the dam's crest, upstream slope, downstream slope, plunge pool, principal and auxiliary spillways, and any existing instrumentation. The findings of the inspection and any recommendations and/or corrective actions are summarized in the sections below. Photographs documenting the current conditions are presented in the photograph log in the Appendix of this report.

4.1 Dam Crest

The crest of the dam appears to be in overall good condition. The crest has a good stand of grass vegetation coverage and only minor unevenness was noted. One deficiency was observed and is noted below.

Deficiency #1:

There were depressions and unevenness along the crest of the dam. The primary cause is vehicle traffic and cattle. The crest should be maintained and slightly crowned so rainwater will

shed toward the front slope of the dam. The depressions are presently of low risk; however, they should be monitored during quarterly inspections.

4.2 Upstream Slope

The majority of the upstream slope of the dam appears to be in overall average condition. The upstream slope has a good stand of grass vegetation coverage but some unevenness of the slope was noted. The overall slope appears to be at a 3:1 horizontal to vertical orientation. There was no wave action protection along the shoreline. Minor wave action was noted. The wave action should be monitored. Deficiencies identified are noted below.

Deficiency #2:

A few trees were noted on the upstream slope near each spillway. While the trees do not pose a high-risk problem, the trees should be removed from the slope so that root growth cannot negatively impact the structure and functionality of the dam.

Deficiency #3:

The upstream slope has two large areas where the slope of the dam has failed and eroded. The slope failure appears to be as the result of cattle using the dam to travel on the slope to access the lake to drink water. The slopes should be repaired and cattle prevented from having free access on the dam. The dam should be fenced off to only allow cattle to drink water in a stabilized watering ramp.

4.3 Downstream Slope

The downstream slope of the dam appears to be in overall good condition. Most of the downstream slope has a good stand of grass vegetation coverage and only minor unevenness was noted. Minor undesirable vegetation was noted along the toe of the dam. The overall slope appears to be at a 3:1 horizontal to vertical orientation in most places. During the inspection no wet or damp areas were observed. A few deficiencies were noted below.

Deficiency #4:

Several trees were identified near both abutments and along the right hand side toe of the dam. While the trees do not pose a high-risk problem, the trees should be removed from the slope so that root growth cannot negatively impact the structure and functionality of the dam.

Deficiency #5:

An area near the pipe cradle and along the slope of the plunge pool was discovered that had eroded and left a large scour hole. The extent of the erosion is unknown. Carter Engineering reviewed the original 1960 as-builts of the dam and a repair that was completed the 1982. The repair focused on scouring around the pipe cradle. Carter Engineering feels that a similar repair should be completed for this current deficiency. The area of the scour should be excavated back to solid soil and replaced with large Type I riprap.

4.4 Plunge Pool

The plunge pool appears to be in an overall good condition. There is an adequate amount of rip rap within the plunge pool. During the repair of the scoured area, additional riprap will be needed around the plunge pool near the pipe. Additionally, the pool appears to be functioning properly and is adequately conveying water to a tributary of Little Tallapoosa River.

4.5 Principal Spillway

The principal spillway appears to be in overall good condition. The principal spillway consists of a reinforced concrete riser and concrete conduit. The conduit outlet and pipe support was inspected and no obstructions, cracks, settlement issues, or leaks were observed. The overall principal spillway system appears to be sufficient and functioning adequately. The pipe system should be camera inspected every 5 years to note any deficiencies.

4.6 Auxiliary Spillway

There are two auxiliary spillways, one on each side of the dam. The spillways both appear to be in overall good condition. The spillways approach, control sections, and outlet channels were inspected. Most of each spillway has a good stand of grass vegetation coverage, and no

unevenness was noted. The overall auxiliary spillway systems dimensions, configuration and conditions appears to be sufficient and functioning adequately. One deficiency was observed and noted below.

Deficiency #6:

Both auxiliary spillways have trees within the spillway systems. Most of the trees were noted in the entrance and exit sections, as well as the side slopes of the spillways. While the trees do not pose a high-risk problem, the trees should be removed to prevent obstructions of flow of water if the spillways activated during a storm.

4.7 Instrumentation

The only instrumentation associated with the subject dam are toe drain outlets, presumably from the dam's internal drainage system. One (1), drain was noted to be at the toe of the dam, however the pipe diameter was unknown. It should be noted that the inspection of the drain is limited to the outlet and not the internal drainage system from which it originates. The single drain only displayed drip discharge.

5.0 Deficiency Descriptions

For additional information regarding the specific deficiencies discussed as well as other common deficiencies associated with dams, Carter Engineering Consultants refers the owner to the Association of State Dam Safety Officials (ASDSO) Dam Ownership Fact Sheet Document. The document can be found at the internet website: <https://www.damsafety.org/dam-owners> .

Topics Covered in ASDSO Dam Ownership Fact Sheet Document:

- Ownership Responsibility and Liability
- Funding for Dam Rehabilitation
- How to Procure the Services of an Engineer
- Emergency Action Planning
- Dam Security
- Earth Dam Failures
- Embankment Instabilities
- Seepage through Earthen Dams
- Internal Erosion of Earth Dams
- Ground Cover
- Trees and Brush
- Rodent Control
- Spillway Conduit System Problems
- Open Channel Spillways
- Outlet Erosion Control Structures (Stilling Basins)
- Lake Drains
- Design and Maintenance of Trash racks
- Upstream Slope Protection
- Common Problems with Concrete Channel Spillways
- Inspection of Concrete Structures
- Problems with Concrete Materials
- Concrete Repair Techniques
- Problems with Metal Materials
- Problems with Plastic (Polymer) Materials

6.0 Recommendations and Corrective Actions

All deficiencies observed and noted in Section 3.0 of this report will be provided discussed below in a table format that will serve as a corrective action plan for the subject dam. The table will detail the recommended corrective action for each deficiency. Furthermore, a priority of low, moderate, or high will be given to each deficiency. Priority definitions are as follows:

- | | |
|--------------------|--|
| Low Priority: | Indicates deficiencies that do not require immediate corrective action but, should be monitored and addressed if conditions worsen |
| Moderate Priority: | Indicates deficiencies that <u>DO NOT</u> present an immediate threat to the safety or operation of the dam, nor any threat to life or property downstream. These deficiencies require non-emergency corrective action that should be addressed within 12-18 months. Some of these deficiencies may be corrected through the regular operation and maintenance program. |
| High Priority: | Indicates deficiencies that <u>DO</u> present an immediate threat to dam failure, the safety or operation of the dam, and/or any threat to life or property downstream. These deficiencies require emergency corrective action and should be addressed as soon as possible |

SUBJECT DAM
CORRECTIVE ACTION PLAN

DEFICIENCY NUMBER	DEFICIENCY	PRIORITY	CORRECTIVE ACTION
1	Dam Crest Depressions	Low	Need to be monitored. If worsens, rework grade to provide a slight slope to the front edge of the dam crest. Compact reworked soil to prevent depressions from reappearing.
2	Upstream Slope Large Trees	Low	Trees need to be removed from the slope so that root growth cannot negatively impact the structure, maintenance, and functionality of the dam.
3	Upstream Slope Slope Failure	High	Cattle should be limited from the dam. Reshape the upstream slope failures with structural fill. Contact an EOR for inspection and guidance on repairs.
4	Downstream Slope Large Trees	Low	Trees need to be removed from the slope so that root growth cannot negatively impact the structure, maintenance, and functionality of the dam.
5	Downstream Slope Scour Area near pipe cradle	High	The scoured area should be repaired and riprap replaced in the plunge pool. Contact an EOR for inspection and guidance of the repairs.
6	Auxiliary Spillway Large Trees	Low	Trees need to be removed from the slope so that root growth cannot negatively impact the structure, maintenance, and functionality of the dam.

7.0 Conclusion

Most of the findings are common with any aging dam. Most dam owners neglect maintenance issues. The key to lasting success and performance of a dam is proper maintenance. A maintenance program should be developed that includes at a minimum the following:

1. **Monthly inspections:** Certain components of a dam should be monitored more frequently than a formal annual inspection. These inspections can be accomplished during normal activities around the dam.
2. **Mowing Schedule:** The dam and spillways should be mowed at a minimum of twice each year. More frequent mowing is encouraged during the active growing season of the vegetation to encourage growth.
3. **Seed, Lime, and Fertilizer:** A soil sample should be obtained from the vegetated areas each year to determine the quantity of lime and fertilizer needed to encourage vigorous vegetation growth. Any bare areas should be over-seeded to prevent erosion.
4. **Principal and Auxiliary Spillways:** Each spillway should be checked after a large rain event to make certain the system is operating properly. Specifically, note any obstructions, erosion debris, etc.
5. **Wet Areas:** Any wet areas should be noted and monitored. If the backside of the dam becomes wet with flowing water, contact a dam specialist immediately. The photograph log and field inspection report are attached to this finding report.

APPENDIX

APPENDIX A
PHOTOGRAPH LOG

PHOTOGRAPH LOG



Picture 1



Picture 2



Picture 3



Picture 4

NOTES:

Pictures 1-4: Entrance to left side of crest if looking downstream; Large trees on both sides of dam crest. Trees need to be removed.

PHOTOGRAPH LOG



Picture 5



Picture 6



Picture 7



Picture 8

NOTES:

Picture 5: View of Dam Crest; Good Condition with a few minor depressions

Pictures 6 & 7: View of Pond: Normal Pool elevation was slightly higher than usual due to rain the day before the inspection.

PHOTOGRAPH LOG



Picture 9



Picture 10



Picture 11



Picture 12

NOTES:

Picture 9: Upstream Slope: Good Condition along this area of the dam

Picture 10: Downstream Slope and Plunge Pool: Good Condition; Plunge Pool is full and is functioning properly.

Picture 11 & 12: Pond: Normal Pool elevation was slightly higher than usual due to rain the day before the inspection.

PHOTOGRAPH LOG



Picture 13



Picture 14



Picture 15



Picture 16 (note – picture retaken after storm)

NOTES:

Pictures 13 & 16: Riser inlet: Good Condition; Trash rack is clean and functioning.

Pictures 14 & 15: Evidence of Slope Failure along Upstream Slope; Slope shall be regraded to match the existing dam slope.

PHOTOGRAPH LOG



Picture 17



Picture 18



Picture 19



Picture 20

NOTES:

Picture 17: Riser Inlet: Good Condition; Trash rack clean and functioning properly.

Picture 18: Slope failure along upstream slope; Slope shall be regraded to match existing slope of dam.

Picture 19 & 20: Dam Crest and Upstream Slope; Good Condition; Good amount of grass cover and signs of proper vegetative management.

PHOTOGRAPH LOG



Picture 21



Picture 22



Picture 23



Picture 24

NOTES:

Pictures 21 & 22: Trees noted on the entrance section of spillway. Trees should be removed.

Pictures 23 & 24: Additional area slope failure and cattle paths along upstream slope; Slope shall be regraded to match existing dam slope. Cattle should be prevented from accessing the dam.

PHOTOGRAPH LOG



Picture 25



Picture 26



Picture 27



Picture 28

NOTES:

Picture 25 & 26: Additional documentation of slope failure and erosion along the upstream slope; Slope shall be regraded to match existing dam slope.

Picture 27: Evidence of large trees along the toe of the upstream slope; Trees should be removed.

Picture 28: Evidence of large trees in right side auxiliary spillway if looking downstream; Auxiliary spillway is in good condition, however trees should be removed.

PHOTOGRAPH LOG



Picture 29



Picture 30



Picture 31



Picture 32

NOTES:

Pictures 29 & 30: Channel of left side auxiliary spillway if looking from downstream; Good Condition

Pictures 31 & 32: Evidence of large trees along toe of downstream slope towards the right side of the dam if looking downstream; Trees should be removed.

PHOTOGRAPH LOG



Picture 33



Picture 34



Picture 35



Picture 36

NOTES:

All Pictures: View of downstream slope and large trees along toe of downstream slope; Slope is well maintained and is in good condition, however trees should be removed.

PHOTOGRAPH LOG



Picture 37 (note picture retaken after storm)



Picture 38



Picture 39



Picture 40

NOTES:

Pictures 37, 39, 40: Principal spillway and plunge pool; Both in good condition and are functioning properly.

Picture 38: Evidence of cattle paths along toe of downstream slope; Cattle should be prevented from accessing the dam.

PHOTOGRAPH LOG



Picture 41



Picture 42



Picture 43



Picture 44

NOTES:

Pictures 41 & 42: Evidence of scouring near the pipe supports and plunge pool. The area should be repaired.

Pictures 43 & 44: Evidence of where outlet of toe drain was assumed to be; The plunge pool should be treated every year to prevent undesirable vegetation.

PHOTOGRAPH LOG



Picture 45



Picture 46 (note picture retaken after storm)



Picture 47



Picture 48

NOTES:

Pictures 45 & 46: Outlet of principal spillway: Good Condition and functioning properly.

Picture 47: Downstream slope: good condition and good cover.

Picture 48: Evidence of no seepage along the toe of the downstream slope; Good condition.

PHOTOGRAPH LOG



Picture 49



Picture 50



Picture 51



Picture 52

NOTES:

Picture 49: Downstream slope: Good Condition

Picture 50, 51, & 52: Evidence of trees in left side auxiliary spillway if looking downstream; trees should be removed.

PHOTOGRAPH LOG



Picture 53



Picture 54



Picture 55

NOTES:

Picture 53, 54, & 55: Left side auxiliary spillway if looking downstream; Good condition. Note trees on the side slopes and entrance and exit section of the spillway. Trees should be removed.

APPENDIX B
FIELD INSPECTION REPORT

Embankment (Earth) Dam Inspection Form

Name of Dam: MUSE LAKE DAM (GA STATE ID#: 022-029-01886)

Date: 01/05/2023

Location of Dam (County): CARROLL COUNTY

Weather: SUNNY/60 DEGREES F

Inspected by (Print Name): BRIAN KIMSEY, PE

If an inspection item requires further action on your part, place a check mark to the left of the number of the item

A. Crest (refer to Glossary for description)

- ☐ 1. How would you describe the vegetation on the crest? (Check all that apply)

Recently Mowed X Overgrown _____ Good Cover X Sparse _____

Other/Corrective Action (describe): _____

- ☐ 2. Are there any trees or other inappropriate or excessive vegetation on the crest? Yes _____ No X

If yes, describe (type of vegetation, size, location, etc.)/Corrective Action: _____

- ☐ 3. Is there a paved road or driveway on the crest? Yes _____ No X

If yes, describe the condition (for example, good condition, numerous cracks, newly paved)/Corrective Action: _____

- ☐ 4. Are there any depressions, ruts or holes on the crest? Yes X No _____

If yes, describe (size, location, etc.)/Corrective Action: DEPRESSIONS ON CREST; APPEARS TO RESULT FROM vehicular and cattle traffic.

- ☐ 5. Are there any cracks on the crest? Yes _____ No X

If yes, describe (length and width, location, direction of cracking, etc.)/Corrective Action: _____

- ☐ 6. Other observations on the crest/Corrective Action: _____

B. Upstream Slope (refer to Glossary for description)

1. What is the reservoir level today? At Normal Pool _____ Above Normal Pool X Feet Below Normal Pool _____ Feet

- ☐ 2. How would you describe the vegetation on the upstream slope? (Check all that apply)

Recently Mowed X Overgrown _____ Good Cover X Sparse _____

Other/Corrective Action (describe): _____

- ☐ 3. Are there any trees or other inappropriate or excessive vegetation on the slope? Yes X No _____

If yes, describe (type of vegetation, size, location, etc.)/Corrective Action: TREES ON OUTER EDGES OF UPSTREAM SLOPE; NEED TO BE REMOVED

- ☐ 4. Are there any depressions, bulges, ruts or holes (such as animal burrows) on the slope? Yes _____ No X

If yes, describe (size, location, etc.)/Corrective Action: _____

- ☐ 5. Are there any eroded areas on the slope (such as wave erosion along the shoreline)? Yes X No _____

If yes, describe (size of area, location, severity, etc.)/Corrective Action: SLOPE FAILURE TOWARDS RIGHT SIDE LOOKING AT UPSTREAM SLOPE; CAUSED BY CATTLE USING DAM AS TRAVEL AREA

- ☐ 6. Are there any cracks, sloughs or slides (vertical cliffs) on the slope? Yes _____ No X

If yes, describe (length, width, height, location, etc.)/Corrective Action: _____

Upstream Slope (continued)

- ☐ 7. Is there any type of slope protection along the shoreline (such as riprap)? Yes _____ No X _____
If yes, describe what type and its condition (for example, riprap - adequate, inadequate, sparse)/Corrective Action: _____
- ☐ 8. Other observations on the upstream slope/Corrective Action: _____

C. Downstream Slope (refer to Glossary for description)

- ☐ 1. How would you describe the vegetation on the downstream slope? (Check all that apply)
Recently Mowed X _____ Overgrown _____ Good Cover X _____ Sparse _____
Other/Corrective Action (describe): _____
- ☐ 2. Are there any trees or other inappropriate or excessive vegetation on the slope? Yes X _____ No _____
If yes, describe (type of vegetation, size, location, etc.)/Corrective Action: TRESS ON OUTER EDGE OF DOWNSTREAM SLOPE; NEED TO BE REMOVED
- ☐ 3. Are there any depressions, bulges, ruts or holes (such as animal burrows) on the slope? Yes X _____ No _____
If yes, describe (size, location, etc.)/Corrective Action: Scour hole near the pipe support and plunge pool; NEEDS TO BE FILLED IN
- ☐ 4. Are there any eroded areas on the slope (such as along abutment contacts)? Yes _____ No X _____
If yes, describe (size of area, location, severity, etc.)/Corrective Action: _____
- ☐ 5. Are there any cracks, sloughs or slides (vertical cliffs) on the slope? Yes _____ No X _____
If yes, describe (length, width, height, location, etc.)/Corrective Action: _____
- ☐ 6. Are there any wet areas or areas of hydrophilic (lush, water-loving) vegetation? Yes _____ No X _____
If yes, describe (size of area, location, etc.)/Corrective Action: _____
- ☐ 7. Do any wet areas indicate seepage through the dam (such as rust-colored, stained water)? Yes _____ No X _____ N/A _____
If yes, describe (for example, new area of seepage, no change from past observations, size of area, location) /Corrective Action: _____
- ☐ 8. Are there any leaks (flowing water) from the slope or beyond the toe of the dam? Yes _____ No X _____
If yes, describe (location, rate of flow, turbidity of flow)/Corrective Action: _____
- ☐ 9. Other observations on the downstream slope/Corrective Action: _____

D. Plunge Pool (refer to Glossary for description)

- ☐ 1. Is there any type of erosion protection around the plunge pool (such as riprap)? Yes X _____ No _____
If yes, describe what type and its condition (for example, riprap - adequate, inadequate, obstructed by vegetation) /Corrective Action: _____
- ☐ 2. Is there any erosion and or seeps around or going into the plunge pool? Yes _____ No X _____
If yes, describe (size of area, location, severity, etc.) /Corrective Action: _____
- ☐ 3. Other observations around the plunge pool/Corrective Action: _____

Embankment (Earth) Dam Inspection Form (continued)

Name of Dam: MUSE LAKE DAM

Date: 01/05/2023

E. Principal and Emergency Spillways (refer to Glossary for description)

- ☐ 1. What types of spillways does the dam have (such as corrugated metal, concrete or siphon pipe; concrete or earth channel)?
Principal Spillway CMP RISER & CONDUIT Emergency Spillway (2) OPEN CUT EARTHEN CHANNELS
Other/Corrective Action: _____
- ☐ 2. Has the emergency spillway activated (had flow) since the last inspection? Yes X No _____
If yes describe (date(s) of flow, reason for activation, depth of flow) /Corrective Action: EARLY JANURARY 2023
CAUSED BY A LARGE RAINFALL EVENT
- ☐ 3. For pipe spillways, is the intake obstructed in any way (such as with excessive debris)? Yes _____ No X
If yes, describe (type of debris, reason for obstruction, etc.) /Corrective Action: _____
- ☐ 4. For pipe spillways, what is the condition of any trash racks (for example, adequate, inadequate, damaged)? /Corrective Action: TRASH RACK - ADEQUATE
- ☐ 5. For pipe spillways, are there any visible cracks, separations or holes in the pipe(s) (intake or outlet)? Yes _____ No X
If yes, describe (location, width of crack or separation, etc.) /Corrective Action: _____
- ☐ 6. For pipe spillways, are there any apparent leaks in the pipe(s)? Yes _____ No X
If yes, describe (location, rate of flow from leak, etc.) /Corrective Action: _____
7. For pipe spillways, how would you describe the overall condition of the pipe(s)? (Check all that apply)
Functioning Normally X Not Functional _____ Deteriorated _____ Damaged _____ Adequate X Inadequate _____
- ☐ 8. For concrete or earth channel spillways, is the entrance or channel obstructed in any way? Yes _____ No X
If yes, describe (type of obstruction, location, etc.) /Corrective Action: _____
- ☐ 9. For earth channel spillways, how would you describe the vegetation in the spillway? (Check all that apply)
Recently Mowed _____ Overgrown _____ Good Cover X Sparse _____
Other (describe) /Corrective Action: _____
- ☐ 10. For earth channel spillways, are there any trees or other inappropriate vegetation in the spillway? Yes X No _____
If yes, describe (type of vegetation, size, location, etc.) /Corrective Action: TREES WITHIN SPILLWAYS
TREES NEED TO BE REMOVED
- ☐ 11. For earth channel spillways, are there any eroded areas in the spillway? Yes _____ No X
If yes, describe (size of area, location, severity, etc.) /Corrective Action: _____
- ☐ 12. For concrete channel spillways, are there any cracks or holes in the spillway? Yes _____ No _____
If yes, describe (width of crack or hole, location, etc.) /Corrective Action: N/A
- ☐ 13. For concrete channel spillways, are there any leaks or evidence of undermining (flow under the concrete)? Yes _____ No _____
If yes, describe (location, rate of flow from leak, indicators of undermining, etc.) /Corrective Action: N/A

Principal and Emergency Spillways (continued)

14. For earth or concrete channel spillways, how would you describe the overall condition of the spillway? (Check all that apply)

Functioning Normally ☒ Not Functional ☐ Deteriorated ☐ Damaged ☐ Adequate ☒ Inadequate ☐

☐ 15. Other observations on the spillways/Corrective Action: _____

F. Instrumentation (refer to Glossary for description)

☐ 1. Are there any toe drains at the downstream toe or any other seepage drains on the dam? Yes ☒ No ☐

If yes, describe the condition (for example, clogged, free flowing, deteriorated, good condition) /Corrective Action: _____

☐ 2. For drains, is an animal guard installed at the outlet of each drain? Yes ☐ No ☒

If no, which drains lack animal guards? /Corrective Action: _____

☐ 3. For drains, measure the rate of flow from each drain and record below (use additional pages if necessary):

Designation/Location of Drain	Flow Rate	Flow Rate in GPM*	Turbidity of Flow (describe – clear, muddy, etc.)

☐ 4. Are there any piezometers on the dam? Yes ☐ No ☒

If yes, describe the condition (for example, good condition, damaged, etc.)/Corrective Action: _____

☐ 5. For piezometers, does each piezometer have a cap with a lock? Yes ☐ No ☐

If no, which piezometers need caps (to prevent rain water intrusion) and/or locks (to prevent tampering)? /Corrective Action: N/A

☐ 6. For piezometers, are you able to take a measurement (depth to water) in each piezometer? Yes ☐ No ☐

If yes, record depth to water (in feet) in each piezometer, record on a separate page, and attach to this form.

☐ 7. Are there any other monitoring devices on the dam? Yes ☐ No ☐

If yes, describe what type and the condition (for example, monitoring wells - good condition, damaged) /Corrective Action: N/A

☐ 8. Other observations on instrumentation/Corrective Action: _____

G. Photographs

At a minimum, photographs should be taken of the crest, upstream slope, downstream slope and any other notable features.

List of photographs (be sure to date stamp the photos): SEE THE ATTACHED PHOTOGRAPH LOG

*GPM (gallons per minute): to convert from oz/sec multiply by 0.4688; to convert from ml/sec multiply by 0.01585

EARTHEN DAM
RENOVATION PLAN
OF
LITTLE TALLAPOOSA RIVER W/S STR. #31
33.745150, -84.974470
FOR
THE CITY OF VILLA RICA

PROJECT LOCATION

813 OLD VILLA RICA RD
VILLA RICA, GA 30180

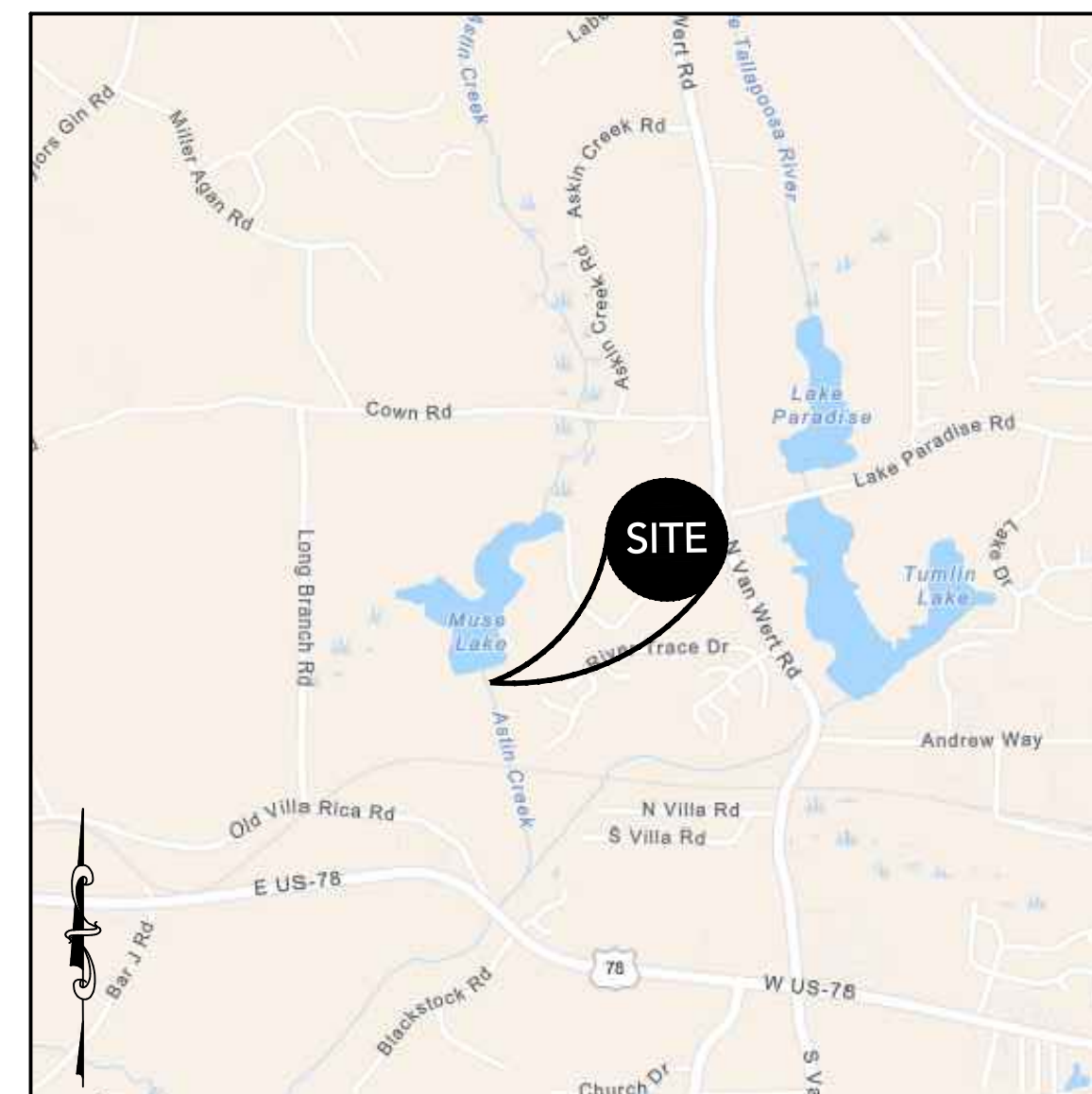
CONSTRUCTION ENTRANCE

33.740443 NORTH
-84.981997 WEST

PARCEL ID NUMBER

147 0005

PROJECT TRACT	185.85 ACRES	DISTURBED AREA	2.2 ACRES
---------------	--------------	----------------	-----------



SITE LOCATION MAP
NOT TO SCALE

PROJECT CONSULTANTS AND CONTACT INFORMATION

OWNER / DEVELOPER
CITY OF VILLA RICA
571 WEST BANKHEAD HIGHWAY
VILLA RICA, GA 30180
CONTACT: 678.840.1210
24-HOUR CONTACT: LOUISE CLARKE
LCLARK@VILLARICA.GOV

CIVIL ENGINEER
CARTER ENGINEERING CONSULTANTS, INC.
1010 COMMERCE DRIVE
BOGART, GA 30622
CONTACT: 770.725.1200
BRIAN KIMSEY, P.E.
BRIAN@CARTERENGINEERING.COM

SURVEYOR
CARTER ENGINEERING CONSULTANTS
1010 COMMERCE DRIVE
BOGART, GA 30622
CONTACT: 770.725.1200
MICHAEL FOLEY, GA RLS #3346

DESIGN BENCHMARK 50% DD OWNER REVIEW
DRAWING STATUS NOT FOR CONSTRUCTION



SITE DESIGN & ENGINEERING SHEET INDEX

[illegible]

REVISION BLOCK

REVISION NUMBER	REVISION DATE & DESCRIPTION
ISSUE 1	10.10.23 - INITIAL SUBMITTAL
ISSUE 2	----
ISSUE 3	----
ISSUE 4	----
ISSUE 5	----
ISSUE 6	----
ISSUE 7	----
ISSUE 8	----
ISSUE 9	----
ISSUE 10	----

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GENERAL PLAN SET NOTES

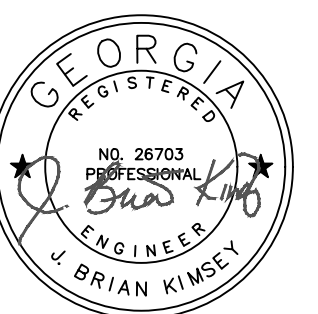
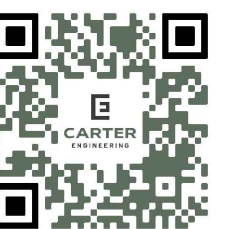
1. THE ENGINEER IS NOT RESPONSIBLE FOR COST CHANGES DURING CONCEPTUAL, PRELIMINARY, OR DESIGN PHASE.
2. BIDS & QUOTES SHALL BE BASED ON PLAN SETS LABELED "ISSUE FOR BID" ON THE REVISION BLOCK.
3. BIDS & QUOTES SHALL BE REVISED BASED ON PLAN SETS LABELED "ISSUE FOR CONSTRUCTION" ON THE REVISION BLOCK.
4. IF DISCREPANCIES ARE ENCOUNTERED DURING CONSTRUCTION THAT REQUIRE DEVIATION FROM THIS PLAN SET, THE ENGINEER SHOULD BE NOTIFIED IMMEDIATELY BY THE ARCHITECT OR THE OWNER.
5. THE ENGINEER IS NOT RESPONSIBLE FOR DESIGN OR CONSTRUCTION COST ASSOCIATED WITH FIELD CHANGES OR DEVIATION FROM THIS PLAN SET DUE TO UNFORESEEN SITE CONDITIONS, CLIENT MODIFICATION REQUEST AND/OR CONTRACTOR CHANGES.
6. THE ENGINEER IS NOT RESPONSIBLE FOR THE EFFICACY OF FIELD CHANGES OR DEVIATION FROM THIS PLAN SET IN ANYWAY, UNLESS CHANGES ARE DIRECTED BY THE ENGINEER.

CARTER ENGINEERING



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GSWCC Level II Certification
No. 000000003007

**EARTHEN DAM
RENOVATION PLANS**
OF
LITTLE TALLAPOOSA RIVER W/S STR. #31
022-029-01886 - 33.745150, -84.974470

SHEET TITLE:
COVER

SHEET NUMBER:
C 1.0

PROJECT NUMBER:
22001CVR

DATE: 10.10.23

CONSTRUCTION NOTES

1. THE DRAWINGS AND SPECIFICATIONS ARE INTENDED TO COVER A COMPLETE PROJECT, READY TO USE, AND ALL ITEMS NECESSARY FOR A COMPLETE AND WORKABLE JOB SHALL BE FURNISHED AND INSTALLED. ANY DISCREPANCY SHALL BE IMMEDIATELY REPORTED TO THE OWNER OR HIS REPRESENTATIVE.
2. NOTIFY THE INSPECTOR OF THE LOCAL GOVERNING AUTHORITY 24 HOURS BEFORE EVERY PHASE OF CONSTRUCTION.
3. ALL WORK SHALL COMPLY WITH ALL APPLICABLE LOCAL, STATE, AND FEDERAL CODES. ALL NECESSARY LICENSES AND PERMITS SHALL BE OBTAINED BY THE CONTRACTOR, AT HIS EXPENSE, UNLESS ALREADY OBTAINED BY THE OWNER.
4. THE CONTRACTOR SHALL COORDINATE LOCATION AND INSTALLATION OF ALL UNDERGROUND UTILITIES AND APPURTENANCES TO MINIMIZE DISTURBING CURBING, PAVING, AND ALL OTHER UTILITIES.
5. THE EXISTING UTILITIES SHOWN ARE FOR THE CONTRACTOR'S CONVENIENCE ONLY. THERE MAY BE OTHER UTILITIES NOT SHOWN ON THESE DRAWINGS. THE UTILITIES SHOWN ARE THOSE LOCATED BY THE SURVEYOR OF RECORD. THE ENGINEER ASSUMES NO RESPONSIBILITY FOR THE LOCATION OF THE UTILITIES SHOWN. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO VERIFY THE LOCATIONS OF ALL UTILITIES WITHIN THE LIMITS OF WORK. ALL DAMAGE MADE TO EXISTING UTILITIES BY THE CONTRACTOR SHALL BE THE SOLE RESPONSIBILITY OF THE CONTRACTOR.
6. DEVIATIONS FROM THESE PLANS AND SPECIFICATIONS WITHOUT PRIOR CONSENT OF THE ENGINEER AND THE MUNICIPALITY MAY CAUSE FOR THE WORK TO BE UNACCEPTABLE.
7. ALL MATERIALS SHALL BE NEW UNLESS USED OR SALVAGED MATERIALS ARE AUTHORIZED BY THE OWNER.
8. THE CONTRACTOR SHALL FURNISH AND MAINTAIN ALL NECESSARY BARRICADES AROUND THE WORK AND SHALL PROVIDE PROTECTION AGAINST WATER DAMAGE AND SOIL EROSION.
9. ALL WORK SHALL BE PERFORMED IN A FINISHED AND WORKMANLIKE MANNER TO THE ENTIRE SATISFACTION OF THE OWNER, AND IN ACCORDANCE WITH THE BEST RECOGNIZED TRADE PRACTICES.
10. THE CONTRACTOR SHALL PROVIDE SHEETING AND SHORING FOR ALL TRENCH CONSTRUCTION IN ACCORDANCE WITH OSHA GUIDELINES.
11. ALL PIPE LENGTHS SHOWN ARE TO THE CENTERLINE OF THE STRUCTURES UNLESS SPECIFICALLY NOTED.
12. PIPES (STORM AND SANITARY SEWER) SHALL BE LAID ON SMOOTH, CONTINUOUS GRADES WITH NO VISIBLE BENDS AT THE JOINTS.
13. BEDDING REQUIREMENTS SPECIFIED HEREIN ARE TO BE CONSIDERED AS MINIMUM REQUIRED FOR RELATIVELY DRY STABLE EARTH CONDITIONS. ADDITIONAL BEDDING SHALL BE REQUIRED FOR ROCK TRENCHES TO PROVIDE SUCH ADDITIONAL BEDDING AS REQUIRED TO PROPERLY CONSTRUCT WORK.
14. ALL STORM DRAINAGE INLET STRUCTURES SHALL HAVE METAL RING AND COVER FOR ACCESS.
15. ALL ANGLES SHOWN ARE 90 DEGREES UNLESS SHOWN OTHERWISE.
16. ALL GRADES SHOWN ARE FINISHED GRADES. CONTRACTOR SHALL VERIFY DIMENSIONS, GRADES, AND EXISTING ELEVATIONS PRIOR TO CONSTRUCTION.
17. CONCRETE CURBS SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE DETAILS SHOWN ON PLANS. MATERIALS, EQUIPMENT, METHODS OF CONSTRUCTION AND WORKMANSHIP SHALL CONFORM TO STATE D.O.T. STANDARD SPECIFICATIONS.
18. ALL CONCRETE SHALL HAVE 3000 PSI COMPRESSIVE STRENGTH AFTER 28 DAYS, WITH A MAXIMUM SLUMP OF FOUR (4) INCHES, UNLESS SPECIFIED OTHERWISE.
19. ALL EXPOSED CONCRETE SHALL HAVE A FINE HAIR BROOMED FINISH.
20. PARKING AND DRIVEWAY BASE COURSE AND ASPHALTIC CONCRETE SURFACE AND PRIME MATERIALS, EQUIPMENT, METHODS FOR CONSTRUCTION AND WORKMANSHIP SHALL CONFORM TO STATE D.O.T. STANDARD SPECIFICATIONS.
21. CONTRACTOR TO FIELD VERIFY ALL STORM, SANITARY, WATER AND OTHER UTILITIES LOCATIONS AND INVERTS PRIOR TO INSTALLATION OF ANY UTILITIES. NOTIFY ENGINEER PRIOR TO PROCEEDING WITH ANY WORK IF DISCREPANCIES FOUND.
22. THE USE OF CONCRETE THRUST BLOCKS FOR THE INSTALLATION OF WATER MAINS IS STRICTLY PROHIBITED. PRESSURE PIPE FITTINGS AND OTHER ITEMS REQUIRING RETENTION SHALL BE RESTRAINED USING METHODS SPECIFIED AND APPROVED BY COUNTY/CITY TECHNICAL STANDARDS, SPECIFICATIONS AND REGULATIONS. THE PREFERRED METHOD OF RESTRAINT IS THROUGH THE USE OF "MEGA-LUGS" OR "MUR" DEVICES.
23. ALL DIMENSIONS ARE MEASURED TO THE BACK OF CURB UNLESS OTHERWISE NOTED.

EARTHWORK SPECIFICATIONS

CLEARING AND GRUBBING

1. CLEARING AND GRUBBING SHALL CONSIST OF CLEARING THE SURFACE OF THE GROUND OF THE DESIGNATED AREAS OF ALL TREES, LOGS, SNAGS, BRUSH, UNDERGROWTH, HEAVY GROWTH OF GRASS, WEEDS, FENCE STRUCTURES, DEBRIS AND RUBBISH OF ANY NATURE. NATURAL OBSTRUCTIONS SUCH AS OBJECTIONABLE SOIL MATERIAL UNSATISFACTORY FOR FOUNDATIONS. IT SHALL ALSO CONSIST OF GRUBBING OF STUMPS, ROOTS FOUNDATIONS AND DISPOSAL OF ALL SUCH MATERIAL. ALL HOLES REMAINING AFTER THE GRUBBING OPERATION IN EMBANKMENT AREAS AND IN EXCAVATION AREAS LESS THAN TWO (2) FEET IN DEPTH, SHALL HAVE SIDES BROKEN DOWN AND LEVELED IF NECESSARY TO FLATTEN OUT SLOPES, REFILLED WITH ACCEPTABLE MATERIAL THAT IS PROPERLY COMPACTED IN LAYERS BY TAMPERS, ROLLERS OR CONSTRUCTION EQUIPMENT.
2. BURNING ON SITE IS NOT PERMITTED WITHOUT WRITTEN APPROVAL OF THE LOCAL GOVERNING AUTHORITIES HAVING JURISDICTION.

EXISTING TREES OUTSIDE OF GRADING LIMITS LINE:

1. TREES AND VEGETATION TO BE SAVED SHALL BE PROTECTED FROM DAMAGE BY A FENCE BARRICADE PRIOR TO, OR DURING, CLEARING OPERATIONS. TREES TO BE REMOVED FROM THE AREA OUTSIDE THE LIMITS OF GRADING OR FROM SPECIFICALLY DESIGNATED AREAS WITHIN THE CONSTRUCTION AREAS. IF, IN THE OPINION OF THE ENGINEER, A TREE OR LARGE TREE IS NOT TO BE REMOVED, THE CONTRACTOR WILL BE FINED A PREDETERMINED AMOUNT FOR EACH DAMAGED TREE. THE CONTRACT SHALL ALSO BE RESPONSIBLE FOR ALL COSTS ASSOCIATED IN REMOVING THE DAMAGED TREE FROM THE SITE.

FILL:

1. ALL VEGETATION SUCH AS ROOTS, BRUSH, HEAVY GROWTH OF GRASS, TOPSOIL, ALL DECAYED VEGETABLE MATTER, RUBBISH, AND OTHER UNSUITABLE MATERIAL WITHIN THE AREA UPON WHICH FILL IS TO BE PLACED SHALL BE STRIPPED OR BE OTHERWISE REMOVED BEFORE THE FILL OPERATION IS STARTED. IN NO CASE SHALL UNSUITABLE MATERIAL REMAIN IN OR UNDER THE FILL AREA. SLOPED GROUND SURFACE STEEPER THAN ON VERTICAL TO FOUR HORIZONTAL, ON WHICH FILL IS TO BE PLACED, SHALL BE PLACED, STEPPED OR BENCHED IN SUCH A MANNER THAT THE FILL TO BE PLACED SHALL BE 97 PERCENT OF THE MAXIMUM LABORATORY DRY DENSITY ACCORDING TO STANDARD PROCTOR (AASHTO T99, ASTM D-698). MOISTURE CONTENT SHALL BE WITHIN 3 PERCENT OF THE OPTIMUM MOISTURE CONTENT. PROOF ROLL THE AREAS TO BE FILLED OR ON WHICH STRUCTURES ARE TO BE PLACED. A LOADED DUMP TRUCK OR OTHER RUBBER Tired EQUIPMENT SHALL BE USED FOR PROOF ROLLING. OVERLAPPING PASSES OF A VEHICLES SHOULD BE MADE ACROSS THE SITE IN ONE DIRECTION AND THEN PERPENDICULAR TO THE ORIGINAL DIRECTION OF ROLLING.
2. ANY YIELDING, PUMPING OR SOFT AREAS SHOULD BE CUT OUT AND REPLACED WITH FILL COMPACTED AS DESCRIBED HEREIN.
3. THE PROPOSED FILL SHOULD BE LIMITED TO SOILS CLASSIFIED IN ACCORDANCE WITH ASTM D-2487 AS GM, GC, SW, SM, SC, ML AND CL. SOIL CLASSIFIED AS PT, OH, OL, CH AND MH ARE NOT SATISFACTORY AS COMPACTED FILL.
4. FILLS AND EMBANKMENTS SHALL BE CONSTRUCTED AT THE LACTATIONS AND TO THE LINES AND GRADES INDICATED ON CONSTRUCTION PLANS. THE SLOPE SHALL NOT EXCEED 2 FOOT HORIZONTAL TO 1 FOOT VERTICAL (3 FOOT HORIZONTAL TO 1 FOOT VERTICAL IN THE PUBLIC RIGHT OF WAY). THE COMPLETED FILL SHALL CORRESPOND TO THE SHAPE OF THE TYPICAL SECTIONS INDICATED ON THE CONSTRUCTION PLANS. MATERIAL REMOVED FROM THE EXCAVATION SHALL BE USED IN FORMING THE FILL. FILL MATERIAL SHALL BE REASONABLY FREE FROM ROOTS, OTHER ORGANIC MATERIAL, TRASH AND STONES HAVING MAXIMUM DIMENSIONS GREATER THAN 6 INCHES (4 INCHES IN TRENCHES FOR UTILITIES). NO FROZEN MATERIAL WILL BE PERMITTED IN THE FILL. STONES HAVING A MAXIMUM DIMENSION OF 4 INCHES WILL NOT BE PERMITTED IN THE UPPER SIX INCHES OF FILL OR EMBANKMENT OR UTILITY TRENCH. THE MATERIAL SHALL BE PLACED IN SUCCESSIVE HORIZONTAL LAYERS NOT MORE THAN 8 INCHES THICK, UNLESS OTHERWISE NOTED. IN LOOSE DEPTH FOR THE WIDTH OF THE CROSS-SECTION AND SHALL BE COMPACTED TO AT LEAST 97 PERCENT OF THE MAXIMUM LABORATORY DRY DENSITY ACCORDING TO STANDARD PROCTOR (ASTM D-698, AASHTO T-99). MOISTURE SHALL BE WITHIN 3 PERCENT OF THE OPTIMUM MOISTURE CONTENT. THE TOP 12 INCHES OF THE PAVING, PARKING AND/OR ROADWAY SUB-GRADE SHALL BE COMPACTED TO 97 PERCENT OF THE MAXIMUM DRY DENSITY (STANDARD PROCTOR). EACH LIFT SHALL BE ROLLED WITH A VIBRATORY ROLLER, A SHEEPSFOOT ROLLER, OR A LOADED RUBBER Tired DUMP TRUCK, SCRAPER OR LOADER. IF THE SOIL IS TOO DRY, A WATER TRUCK WITH SPREADER BAR OR SPRAY HOSE SHALL BE USED TO BRING THE SOIL TO THE PROPER MOISTURE RANGE. THE WATER SHALL BE THOROUGHLY AND PROPERLY MIXED WITH THE SOIL PRIOR TO COMPACTION.
5. STORM DRAIN PIPES SHALL BE PLACED ON FIRM BOTTOM AND HAND TAMPED TO SAFE UP THE PIPE. A CUSHION OF SOIL SHALL BE TAMPED ABOVE THE CROWN OF THE PIPE IN ACCORDANCE WITH THE PIPE MANUFACTURER'S RECOMMENDATIONS SO THAT THE HEAVIER COMPACTION EQUIPMENT CAN THEN BE USED TO BRING THE SOIL TO A DENSITY AS DESCRIBED ABOVE FOR FILL AREAS.
6. IF SOILS INVESTIGATION REPORT IS PROVIDED, THEN FOLLOW THE RECOMMENDATIONS OF THE REPORT IF THEY EXCEED THE RECOMMENDATIONS OF THESE SPECIFICATIONS.

TOPSOIL:

1. UNLESS OTHERWISE SPECIFIED, AREAS DESIGNATED FOR GRADING OPERATIONS THAT CONTAIN A BLANKET OF TOPSOIL SHALL BE STRIPPED AND PLACED IN CONVENIENT STOCKPILES FOR LATER USE AS A TOPSOIL BLANKET ON THE NEW GRADED AREAS SPECIFIED HEREIN, OR AS DESIGNATED. TOPSOIL SHALL BE STRIPPED FROM ALL AREAS DESIGNATED TO RECEIVE FILL. THE STRIPPING OF MATERIAL FOR TOPSOIL SHALL BE CAREFULLY DETERMINED AND ONLY THE QUANTITY REQUIRED SHALL BE STOCKPILED. MATERIAL STOCKPILED SHALL BE STORED IN A SATISFACTORY MANNER TO AVOID PROPER DRAINAGE WHEN GRADING OPERATIONS PERMIT. INSTEAD OF STOCKPILING, THE TOPSOIL SHALL BE HAULED AND SPREAD DIRECTLY ON THE AREAS DESIGNATED TO RECEIVE TOPSOIL.

ROCK EXCAVATION:

1. IF ROCK IS ENCOUNTERED, CLEAR AWAY EARTH TO EXPOSE MATERIAL. NOTIFY OWNER AND RECEIVE WRITTEN INSTRUCTIONS PRIOR TO EXCAVATION. REMOVE ROCK TO A DEPTH OF 6 INCHES BELOW AND 8 INCHES ON EACH SIDE OF PIPES IN TRENCHES. A MEASUREMENT OF EXTENT OF ROCK TO BE REMOVED SHALL BE MADE. ROCK EXCAVATION SHALL BE PAID FOR IN ACCORDANCE WITH AGREEMENT WITH THE OWNER.

DEMOLITION NOTES

EXISTING STRUCTURES & FACILITIES:

1. THE LOCATIONS OF ALL EXISTING FACILITIES SHOWN ON THIS PLAN HAVE BEEN DETERMINED FROM THE BEST INFORMATION AVAILABLE AND ARE GIVEN FOR THE CONVENIENCE OF THE CONTRACTOR. THE ENGINEER / LANDSCAPE ARCHITECT ASSUMES NO RESPONSIBILITY FOR THEIR ACCURACY. PRIOR TO THE START OF ANY DEMOLITION ACTIVITY, THE CONTRACTOR SHALL NOTIFY THE UTILITY COMPANIES FOR ON-SITE LOCATIONS OF EXISTING UTILITIES.
2. THE CONTRACTOR SHALL FURNISH ALL MATERIALS, LABOR, SUPERVISION AND EQUIPMENT REQUIRED FOR THE ORDERLY DEMOLITION AND REMOVAL OF EXISTING STRUCTURES, PAVEMENT, AND UTILITIES AS SHOWN ON THE DRAWINGS AND DESCRIBED HEREIN.
3. THE CONTRACTOR IS REQUIRED TO FAMILIARIZE HIM/HERSELF WITH THE STRUCTURES TO BE DEMOLISHED. A BRIEF DESCRIPTION OF THE STRUCTURES PROPOSED TO BE INSTALLED AND DEMOLISHED ARE INCLUDED FOR THE CONTRACTOR'S CONVENIENCE ONLY.
4. THE FOLLOWING LIST OF STRUCTURES REQUIRING DEMOLITION IS INCLUDED FOR THE CONTRACTOR'S CONVENIENCE ONLY. THE DRAWINGS INDICATE THE SCOPE OF THE DEMOLITION WHERE DEMOLITION IS REQUIRED (SEE CORRESPONDING PLANS):
 - 4.1. DEMOLITION AND REMOVAL OF EXISTING ON-SITE ASPHALT, CONCRETE, PAVING, AND CURBING TO LIMITS OF DISTURBANCE/DEMOLITION AS SHOWN ON THE CORRESPONDING PLANS. CONTRACTOR TO VERIFY AND COORDINATE ANY DISCREPANCIES AND/OR CONCERNS WITH ENGINEER/LANDSCAPE ARCHITECT ACCORDINGLY.
5. ALL ON-SITE UNDERGROUND STRUCTURES AND PIPING MUST BE COMPLETELY REMOVED AND OVER-EXCAVATED BY A MINIMUM OF 12" BENEATH THE STRUCTURES. CONTRACTOR SHALL USE APPROVED FILLING MATERIAL FOR FILLING THESE AREAS. FILL SHALL BE CLEAN WITH LESS THAN 50% PASSING THE #200 SIEVE, PLASTICITY INDEX LESS THAN 10, WITH MAXIMUM PARTICLE SIZE OF 1.25 INCHES, AND SHALL BE PLACED IN LOOSE LIFTS NOT EXCEEDING 8 INCHES IN THICKNESS AND COMPACTED TO AT LEAST 98% OF THE MODIFIED PROCTOR MAXIMUM DRY DENSITY (AASHTO T99).
6. ALL EXISTING STRUCTURES, PAVEMENTS, SLABS, FOUNDATIONS, STEPS AND OTHER EXISTING FEATURES INDICATED ON THE DRAWINGS TO BE REMOVED SHALL BE DEMOLISHED AND REMOVED BY THE CONTRACTOR. REMOVE NO STRUCTURE SUBSTANTIALLY AS A WHOLE. DEMOLISH COMPLETELY ON THE PREMISES.
7. ALL EXISTING SEWERS, PIPING, UTILITIES SHOWN ARE NOT TO BE INTERPRETED AS THE EXACT LOCATION, OR AS THE ONLY OBSTACLES THAT MAY OCCUR ON THE SITE. CONTRACTOR SHALL VERIFY EXISTING CONDITIONS AND PROCEED WITH CAUTION AROUND ANY ANTICIPATED FEATURES. CONTRACTOR SHALL GIVE NOTICE TO ALL UTILITY COMPANIES REGARDING DESTRUCTION AND REMOVAL OF ALL SERVICE LINES AND CAP ALL LINES BEFORE PROCEEDING WITH THE WORK.
8. CONTRACTOR SHALL PROVIDE ADEQUATE PROTECTION FOR PERSON AND PROPERTY AT ALL TIMES. HE OR SHE SHALL EXECUTE THE WORK IN A MANNER THAT AVOIDS HAZARDS TO PERSONS AND PROPERTY, AND THAT PREVENTS INTERFERENCE WITH THE USE AND ACCESS TO ADJACENT PROPERTIES, BUILDINGS, AND ADJACENT STREETS. STREETS AND SIDEWALKS SHALL NOT BE BLOCKED BY DEBRIS AND EQUIPMENT.
9. CONTRACTOR MUST STOP OPERATION AND NOTIFY THE OWNER FOR PROPER DIRECTION IF ANY ENVIRONMENTAL OR HEALTH RELATED CONTAMINATE IS ENCOUNTERED DURING THE DEMOLITION AND/OR EXCAVATION PROCESS.

DISPOSAL:

10. REMOVE AND LEGALLY DISPOSE OF ALL OTHER RUBBISH, RUBBLE, AND DEBRIS. ALL REFUSE AND MISCELLANEOUS ITEMS TO BE REMOVED, THAT ARE NOT TO BE STOCKPILED FOR LATER USE ON THE PROJECT OR DELIVERED TO THE OWNER, SHALL BE LEGALLY DISPOSED OF OFF-SITE BY THE CONTRACTOR IN ACCORDANCE WITH ANY AND ALL APPLICABLE LAWS, STANDARDS, AND REGULATIONS SET FORTH BY LOCAL, STATE, AND FEDERAL OFFICIALS THAT GOVERN THE DISPOSAL OF WASTE AND DEBRIS.

PAVEMENT REMOVAL:

11. WHERE EXISTING PAVEMENT IS TO BE REMOVED, CONTRACTOR SHALL SAW-CUT THE SURFACING LEAVING A UNIFORM AND STRAIGHT EDGE WITH THE MINIMAL DISTURBANCE POSSIBLE TO THE REMAINING ADJACENT SURFACING. IF CONSTRUCTION RESULTS IN RAVELING OF THE SAW-CUT SURFACE, RECUT BACK FROM THE RAVELED EDGE PRIOR TO RESTORATION.
12. WHERE EXISTING PAVEMENT, CURB, CURB AND GUTTER, SIDEWALK, DRIVEWAY OR VALLEY GUTTER IS TO BE REMOVED FOR THE PURPOSE OF CONSTRUCTION OR REMOVING BOX CULVERTS, PIPE, INLETS, MANHOLES, APPURTENANCES, FACILITIES OR STRUCTURES, SAID PAVEMENT, ETC., THE SAID OR PROPOSED STRUCTURE SHALL BE REPLACED AND RESTORED IN EQUAL OR BETTER CONDITION THAN THE ORIGINAL. THE CONTRACTOR SHALL PROVIDE ALL NECESSARY LABOR, MATERIALS, EQUIPMENT, TOOLS, SUPPLIES, AND ANY OTHER NECESSARY EQUIPMENT AS REQUIRED BY PROJECT AND SITE REQUIREMENTS.

ACCESS:

13. CONTINUOUS ACCESS SHALL BE MAINTAINED FOR THE SURROUNDING PROPERTIES AT ALL TIMES DURING THE DEMOLITION PROCESS OF THE EXISTING FACILITIES AND SITE.

PERMITTING:

14. IT IS THE CONTRACTOR'S RESPONSIBILITY TO OBTAIN ANY REQUIRED PERMITTING FOR DEMOLITION FROM THE RESPONSIBLE AUTHORITIES AND REGULATIONS AND FULLY ACKNOWLEDGE AND COMPLY WITH ALL REQUIREMENTS PRIOR TO COMMENCING OF DEMOTION WORK.
15. IT IS THE CONTRACTOR'S SOLE RESPONSIBILITY TO DETERMINE THE EXTENT OF DEMOLITION REQUIRED IN ORDER TO PERFORM THE CONTRACT WORK FOR THIS PROJECT. THE CONTRACTOR SHALL CONDUCT SITE VISITS AND SHALL EXAMINE ALL OF THE INFORMATION WITHIN THESE DOCUMENTS AND ALL DISCREPANCIES AND/OR OMISSIONS SHALL BE BROUGHT TO THE ATTENTION OF THE LEAD ENGINEER/ARCHITECT PRIOR TO BID SUBMITTAL.
16. CONTRACTOR SHALL LIMIT ALL DEMOLITION ACTIVITY TO THAT AREA DELINEATED IN THE DRAWING AND APPROVED BY OFFICIALS.
17. ALL OTHER EXISTING UTILITIES INCLUDING BUT NOT LIMITED TO STORM DRAINAGE, GAS, ELECTRIC, TELEPHONE, AND WATER & SEWER SHALL BE PRESERVED AND PROTECTED AT ALL TIMES AS NEEDED AND AS REQUIRED.

STAKING AND SURVEYING NOTES

STAKING:

1. THE CONTRACTOR SHALL PERFORM ALL CONSTRUCTION STAKING AND CONSTRUCTION ACTIVITIES BASED ON THE LATEST APPROVED DESIGN PLANS AND/OR DESIGN FILE(S) AS PROVIDED AND AS WARRANTED BY CLIENT AND PROJECT NEEDS.
2. PRIOR TO COMMENCING CONSTRUCTION STAKING OR CONSTRUCTION ACTIVITIES, THE CONTRACTOR AND/OR STAKING SURVEYOR SHALL CONFIRM WITH THE PROJECT LEAD ENGINEER/ARCHITECT, WHO'S RESPONSIBLE FOR THIS PROJECT, THAT THE LATEST PLANS AND/OR DESIGN FILE(S) ARE BEING UTILIZED.
3. THE ENGINEER/LANDSCAPE ARCHITECT IS NOT RESPONSIBLE FOR OWNERS, CONTRACTORS OR SURVEYORS STAKING OR PERFORMING CONSTRUCTION ACTIVITIES BASED ON OUT-OF-DATE DESIGN PLANS AND/OR DESIGN FILES.
4. CONSTRUCTION STAKING SHALL ADHERE TO THE HORIZONTAL AND VERTICAL DATUM LISTED IN THIS CONSTRUCTION SET AND AS PROVIDED IN THE CORRESPONDING FILES, NOTES, AND/OR DRAWINGS.

TOLERANCES & DISCREPANCIES:

5. IF, DURING CONSTRUCTION STAKING OR CONSTRUCTION ACTIVITIES, SURVEY DISCREPANCIES ARE ENCOUNTERED WITH REGARD TO THE DESIGN PLANS OR DESIGN FILE, WORK SHOULD CEASE AND THE LEAD ENGINEER/LANDSCAPE ARCHITECT SHOULD BE NOTIFIED IMMEDIATELY TO RESOLVE THE ISSUE OR ISSUES. THE ENGINEER / LANDSCAPE ARCHITECT CAN NOT BE HELD RESPONSIBLE OR LIABLE FOR ISSUES THAT THEY HAVE NOT RECEIVED NOTIFICATION.
6. THE CONSTRUCTION TOLERANCES SHOWN IN THE CORRESPONDING DRAWINGS, NOTES, AND/OR FILES, IN GENERAL, REPRESENT INDUSTRY STANDARDS. HOWEVER, EXCEPTIONS CAN BE MADE IF IT IS DETERMINED THAT CERTAIN DEVIATED CONSTRUCTION ACTIVITIES DO NOT ADVERSELY AFFECT THE DESIGN REQUIREMENTS OR FUNCTIONALITY. THE LEAD ENGINEER/LANDSCAPE ARCHITECT WILL EVALUATE CONSTRUCTION ACTIVITIES THAT DEViate FROM THE DESIGN PLANS ON A CASE-BY-CASE BASIS. IF IT IS DETERMINED THAT THE CERTAIN DEVIATED CONSTRUCTION ACTIVITIES DO ADVERSELY AFFECT THE DESIGN REQUIREMENTS, FUNCTIONALITY, AND INTENT OF THE PROJECT, THE CONTRACTOR SHALL BE RESPONSIBLE FOR REPLACING OR REPAIRING ALL ITEMS TO THE PLANS AND SPECIFICATIONS AS DETERMINED AND REQUIRED BY DESIGN PROFESSIONAL, AT THE CONTRACTOR'S EXPENSE.

CIVIL ENGINEERING DESIGN TOLERANCES FOR PROJECT:

GENERAL GRADING:	±0.10 FEET	RETAINING WALLS:	±0.05 FEET
ALL PIPE/CONDUITS:	±0.05 FEET	SITE FEATURES (SPOt ELEV., ETC.)	±0.05 FEET
DRAINAGE STRUCTURES:	±0.05 FEET	UTILITY ELEVATIONS:	±0.10 FEET
SANITARY SEWER STRUCTURES:	±0.05 FEET	EROSION CONTROL BMPs:	±0.05 FEET
STORMWATER POND FEATURES:	±0.05 FEET		

DAM DESIGN TOLERANCES FOR PROJECT:

DAM CREST ELEVATION:	±0.05 FEET	SPILLWAY ELEVATIONS:	±0.05 FEET
GENERAL GRADING:	±0.10 FEET	ALL DRAINAGE SYSTEMS:	±0.10 FEET
RETAINING WALLS:	±0.10 FEET	DAM CREST PARAPET WALL:	±0.05 FEET
UTILITIES:	±0.10 FEET	EROSION CONTROL BMPs:	±0.10 FEET
EMBANKMENT SLOPES:	AT OR FLATTER THAN DESIGN SLOPES		

AS-BUILT & SPECIFICATIONS:

7. THE ENGINEER/LANDSCAPE ARCHITECT SHOULD BE PROVIDED WITH AN AS-BUILT SURVEY OF THE PROJECT FOR REVIEW AND APPROVAL AFTER THE PROJECT IS COMPLETE. CONTRACTOR IS RESPONSIBLE FOR COORDINATING EFFORTS WITH DESIGN PROFESSIONAL.
8. SEE THE PROJECT SPECIFICATIONS FOR ADDITIONAL SITE SPECIFIC REQUIREMENTS REGARDING CONSTRUCTION, MATERIALS, TESTING, AND CERTIFICATIONS.

PROJECT GEOGRAPHICAL INFORMATION

PROJECT PROJECTION & DATUM:

HORIZONTAL DATUM: NAD83 GEORGIA STATE PLANES, WEST ZONE, US FOOT
VERTICAL DATUM: NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD88)

BOUNDARY SURVEY:

SURVEYOR NAME: N/A
DATE OF SURVEY: N/A
TRACT OR PARCEL: +
HORIZONTAL DATUM: NAD83 GEORGIA STATE PLANES, WEST ZONE, US FOOT
VERTICAL DATUM: NORTH AMERICA VERTICAL DATUM OF 1988 (NAVD88)

TOPOGRAPHIC SURVEY:

SURVEYOR NAME: MICHAEL FOLEY, GA RLS #3346
DATE OF SURVEY: 8.14.23
TRACT OR PARCEL: +
HORIZONTAL DATUM: NAD83 GEORGIA STATE PLANES, WEST ZONE, US FOOT
VERTICAL DATUM: NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD88)

GEOGRAPHICAL INFORMATION SYSTEMS (GIS) DATA UTILIZED:

TOPOGRAPHIC DATA: USGS DATASET
PARCEL DATA: CARROLL COUNTY Q PUBLIC DATASET
ADDITIONAL DATA: N/A

GEORGIA COMP. R. & REGS. R. 180-6-.09:

THE TOPOGRAPHIC AND ELEVATION DATA SHOWN HEREON WAS OBTAINED FROM USGS AND FIELD RUN SURVEY AND IS NOT CERTIFIED AS CORRECT BY THIS ENGINEER. USERS OF THIS DATA DO SO AT THEIR OWN RISK.

CONSTRUCTION & MATERIAL QUANITIES

Item No.	Item Description	Material / Notes	Quantity	Unit
SITEWORK				
1.0	Clearing and Grubbing			
1.1	Borrow Area	Unknown Area (Provide Unit Price)	1	AC
1.2	Dam Area	--	0.2	AC
1.3	Spillway Area	--	1.2	AC
2.0	Removal of Water			
2.1	Initial Removal (Existing Dam)	--	1	JOB
2.2	Removal Throughout Construction	--	1	JOB
3.0	Grading			
3.1	Scour Repair	--	175	CY
4.0	Principal Spillway System			
4.1	Rip Rap	Surge Stone	4	TONS
4.2	Geotextile	Non-Woven, Needle Punched, 8oz/SY	30	SY
EROSION CONTROL				
5.0	Dam Area Vegetation & Structural Measures			
5.1	Silt Fence	Sd1-S	1235.0	LF
5.2	Temporary Vegetation	Ds1, Ds2	2.20	AC
5.3	Permanent Vegetation	Ds3	2.20	AC
5.4	Construction Exit	Co	1.0	EA
5.5	Haybale Check Dam	Cd-Hb	2.0	EA
5.6	Erosion Control Testing	NPDES Monitoring	1.0	JOB
OTHER				
6.0	Mobilization / Demobilization			
6.1	JOB		1	JOB
NOTES				
1	Any discrepancies or questions regarding bidding or bid items should be directed to the design professional responsible for the project. Design Professional: J. Brian Kimsey, PE Carter Engineering Consultants brian@carterengineering.net 770-725-1200			
2	All questions should be direct to the design professional in writing.			
3	Additional line items, add/alternates, or contractor proposed work may be attached to bids and considered by the design professional.			
4	The construction quantities shown herein do not include: Construction Testing, Construction Monitoring, EOR Inspections or Surveying			
5	This Bid Sheet should be considered "Preliminary". Quantities, materials, and line items are subject to change based on approved plans labelled "Issue for Construction"			
6	Contractor shall independently verify all materials and quantities on this list.			
Unit Price Descriptions				
Unit Abbreviation	Unit Description	Unit Type		
LS	LUMP SUM	SINGLE PAYMENT		
AC	ACRE	AREA		
CY	CUBIC YARDS	VOLUME		
LF	LINEAR FEET	LENGTH		
EA	EACH	NUMBER		
SY	SQUARE YARD	AREA		
TONS	TONS	WEIGHT		
JOB	JOB	SINGLE PAYMENT		

REVISION BLOCK

REVISION DATE & DESCRIPTION

10.10.23 - INITIAL SUBMITTAL



GSVCC Level I Certification
No. 000000003007



CARTER
ENGINEERING

CARTER ENGINEERING
1010 COMMERCE DRIVE
BOGART, GA 30622

P: 770.725.1200
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www.carterengineering.com

EARTHEN DAM DESIGN
PLANS
OF
LITTLE TALLAPOOSA RIVER W/S STR. # 31
022-029-01886 - 33.745150, -84.974470

SHEET TITLE:

GENERAL NOTES

PROJECT NAME:

CITY OF VILLA
RICA

SHEET NUMBER:

C 2.0

PROJECT NUMBER:

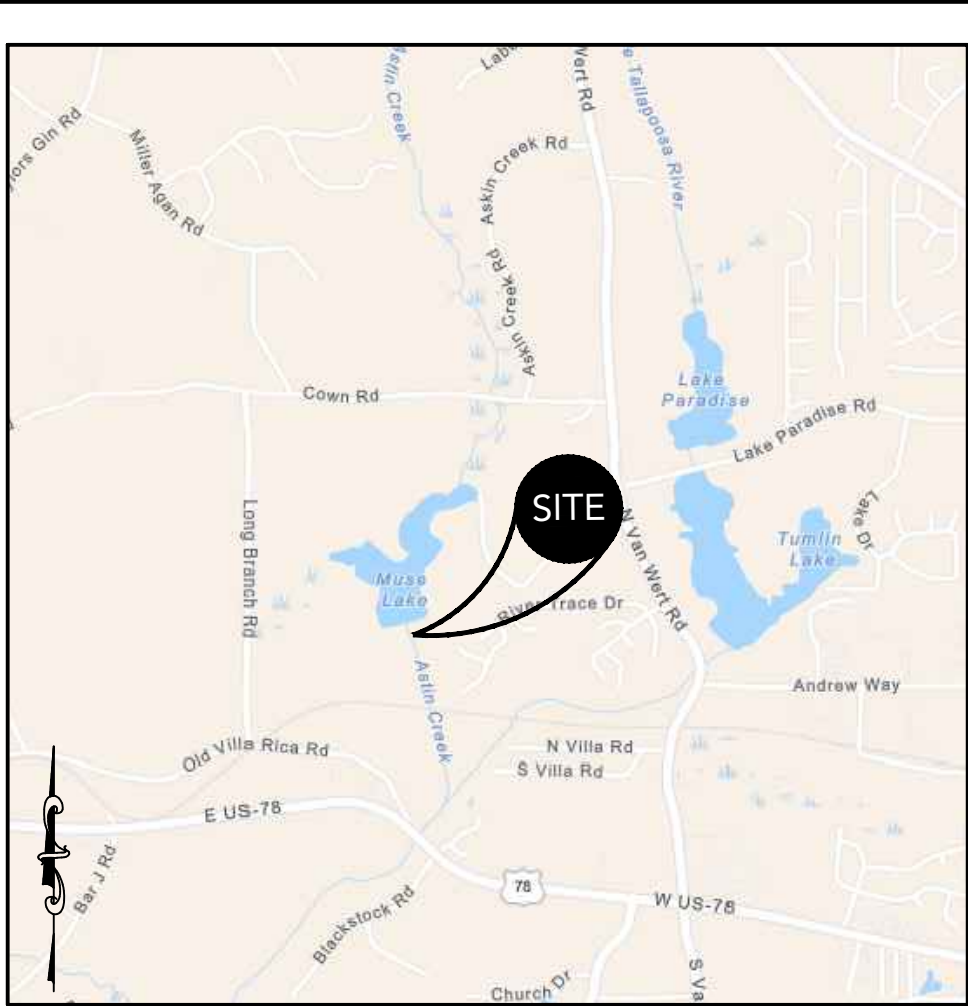
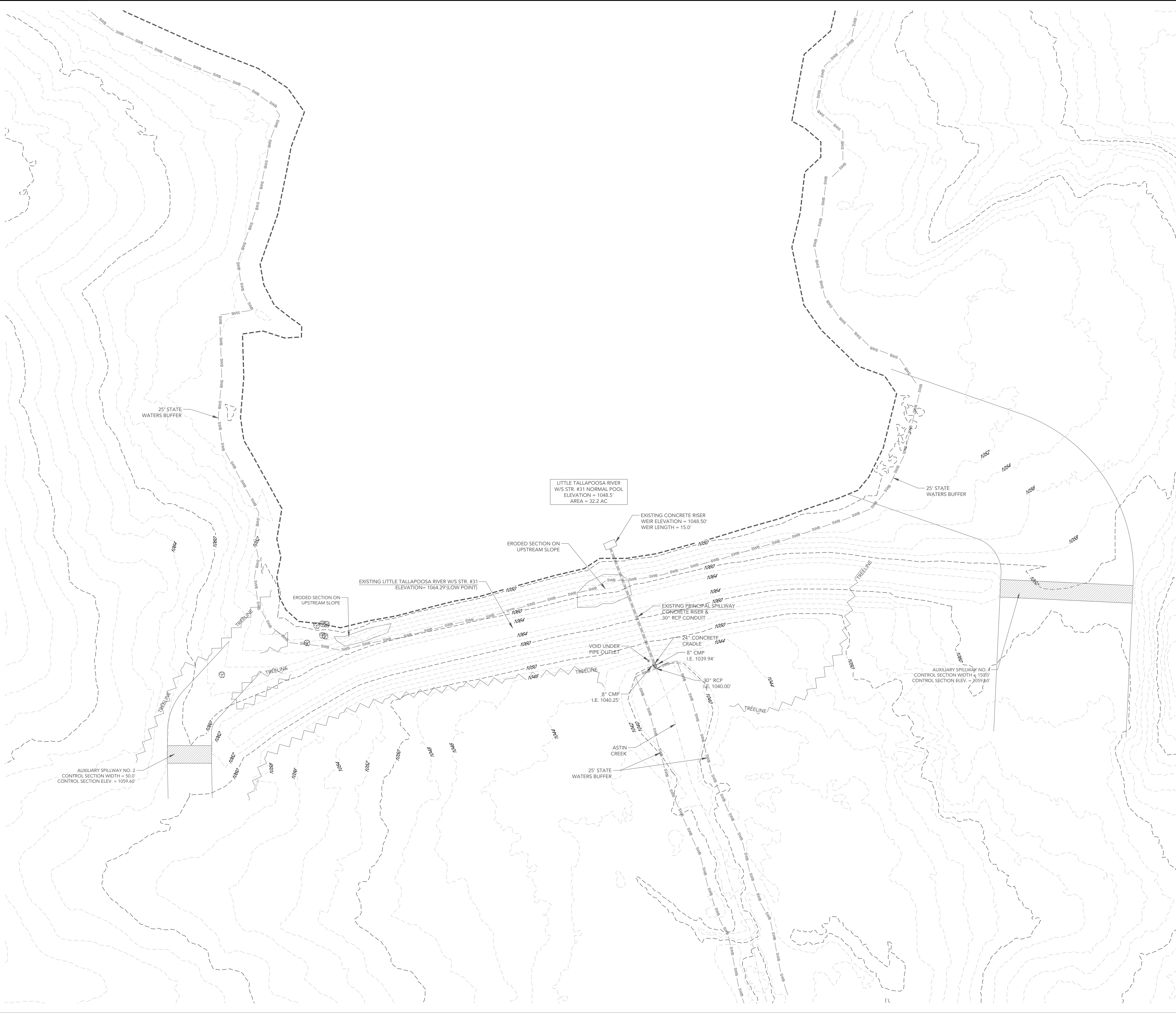
22001CVR

DATE:

10.10.23



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LOCATION MAP
SCALE: N.T.S.

PROJECT INFORMATION

DRAWING SET PREPARED BY:
CARTER ENGINEERING CONSULTANTS, INC.
1010 COMMERCE DRIVE
BOGART, GA 30622
CONTACT: BRIAN KIMSEY, P.E.
PHONE: 770.725.1200
BRIAN@CARTERENGINEERING.COM

OWNER/DEVELOPER:
CITY OF VILLA RICA
571 WEST BANKHEAD HIGHWAY
VILLA RICA, GA 30180
CONTACT: LOUISE CLARKE
678.840.1210
LCLARK@VILLARICA.GOV

SITE INFORMATION

JURISDICTION	CITY OF VILLA RICA
PROPERTY LOCATION	813 OLD VILLA RICA RD VILLA RICA, GA 30180
PARCEL NUMBER	147 0005
CURRENT ZONING	A (AGRICULTURE)
PROPOSED ZONING	A (AGRICULTURE)
OVERLAY DISTRICT	*NONE
EXISTING USE	EXISTING RESERVOIR
PROPOSED USE	EXISTING RESERVOIR
BUFFERS REQUIRED	25' STATE WATERS BUFFER
FEMA FLOOD INSURANCE RATE MAP NO.	13045C0155D
FEMA FIRM DATE	9/19/2007
FEMA SFHA ZONE	ZONE A

UNDERGROUND UTILITY DISCLAIMER:
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REVISION BLOCK

ISSUE	REVISION DATE & DESCRIPTION
1	10.10.23 - INITIAL SUBMITTAL
2	
3	
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GEORGIA REGISTERED PROFESSIONAL ENGINEER
NO. 26703
BRIAN KIMSEY
GSWCC Level II Certification
No. 000000003007

CARTER ENGINEERING

CARTER ENGINEERING
1010 COMMERCE DRIVE
BOGART, GA 30622
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www.carterengineering.com

**EARTHEN DAM DESIGN
PLANS
OF
LITTLE TALLAPOOSA RIVER W/S STR. #31**
022-029-01886 - 33.745150, -84.974470

SHEET TITLE:
EXISTING SITE PLAN

PROJECT NAME:
CITY OF VILLA RICA

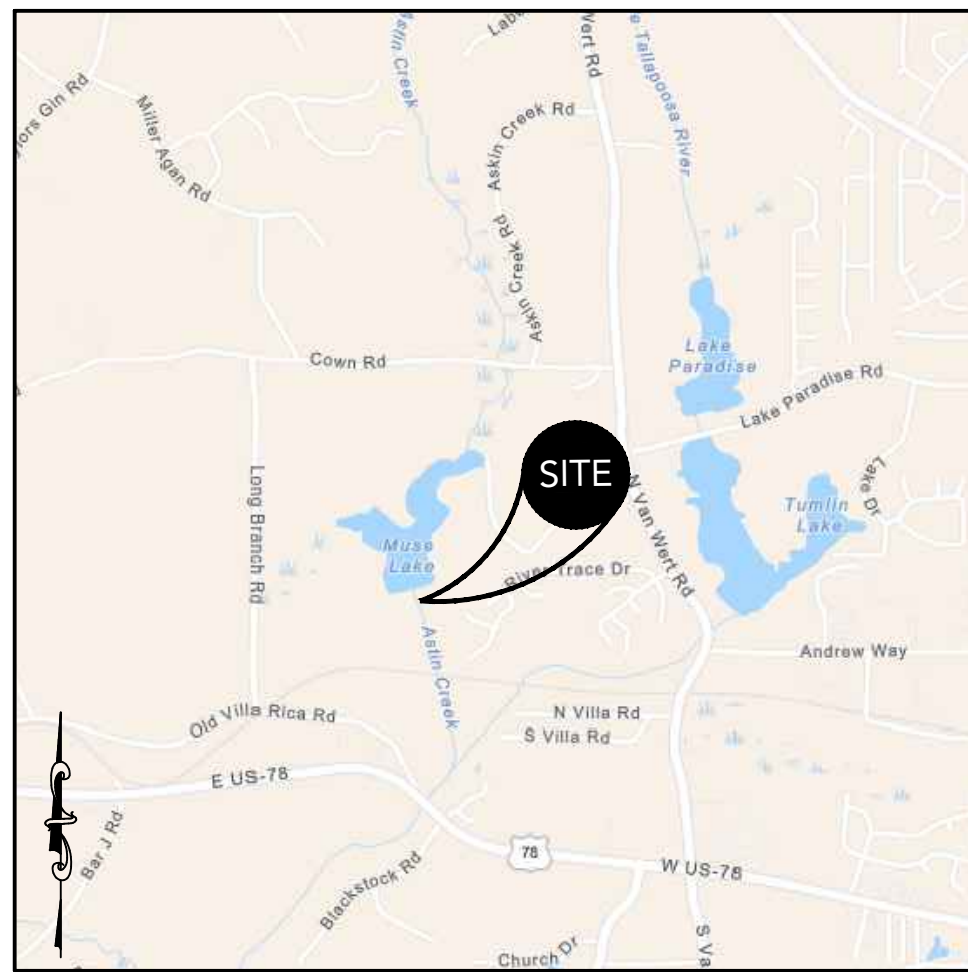
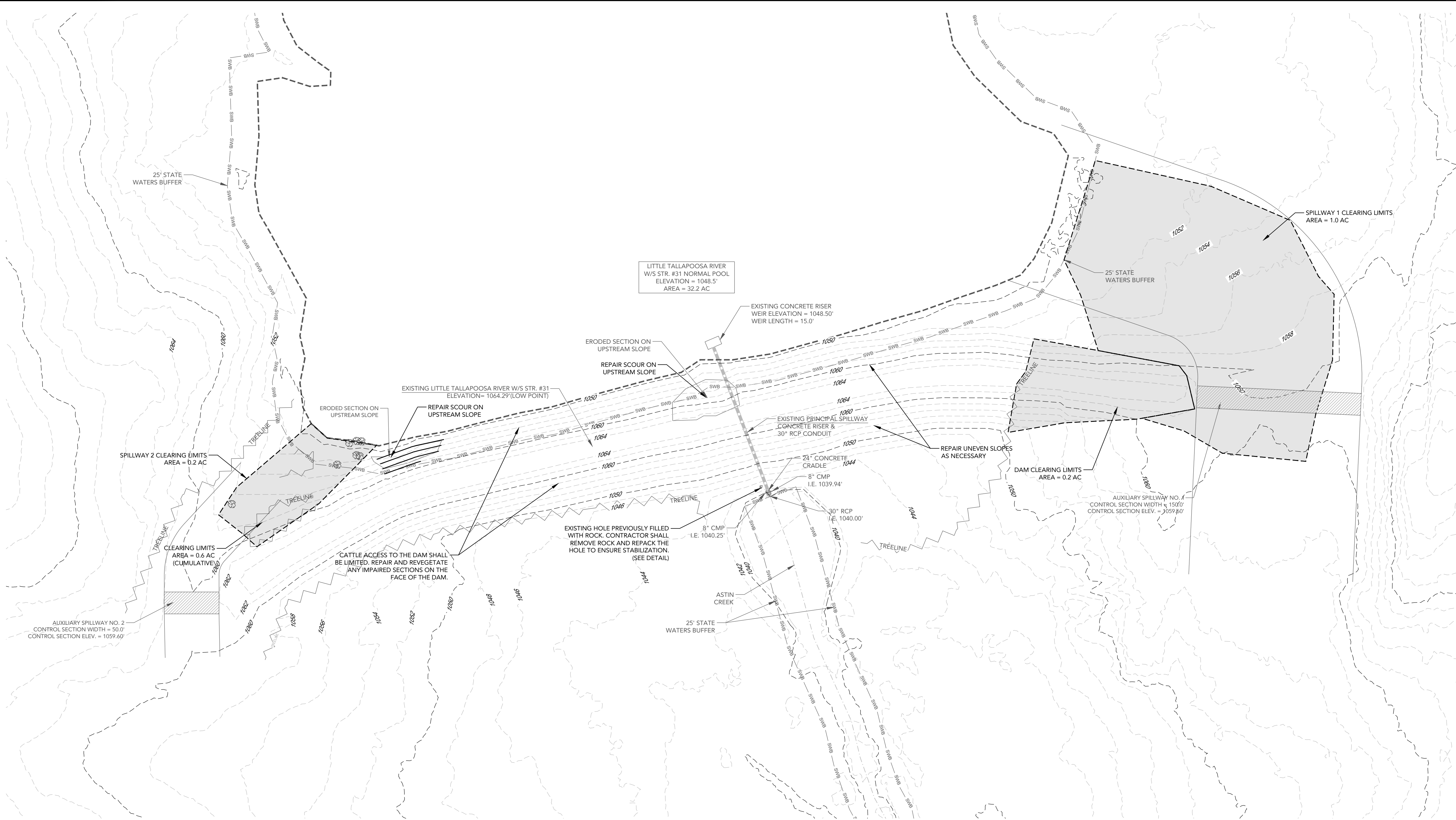
SHEET NUMBER:
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PROJECT NUMBER:
22001CVR

DATE:
10.10.23

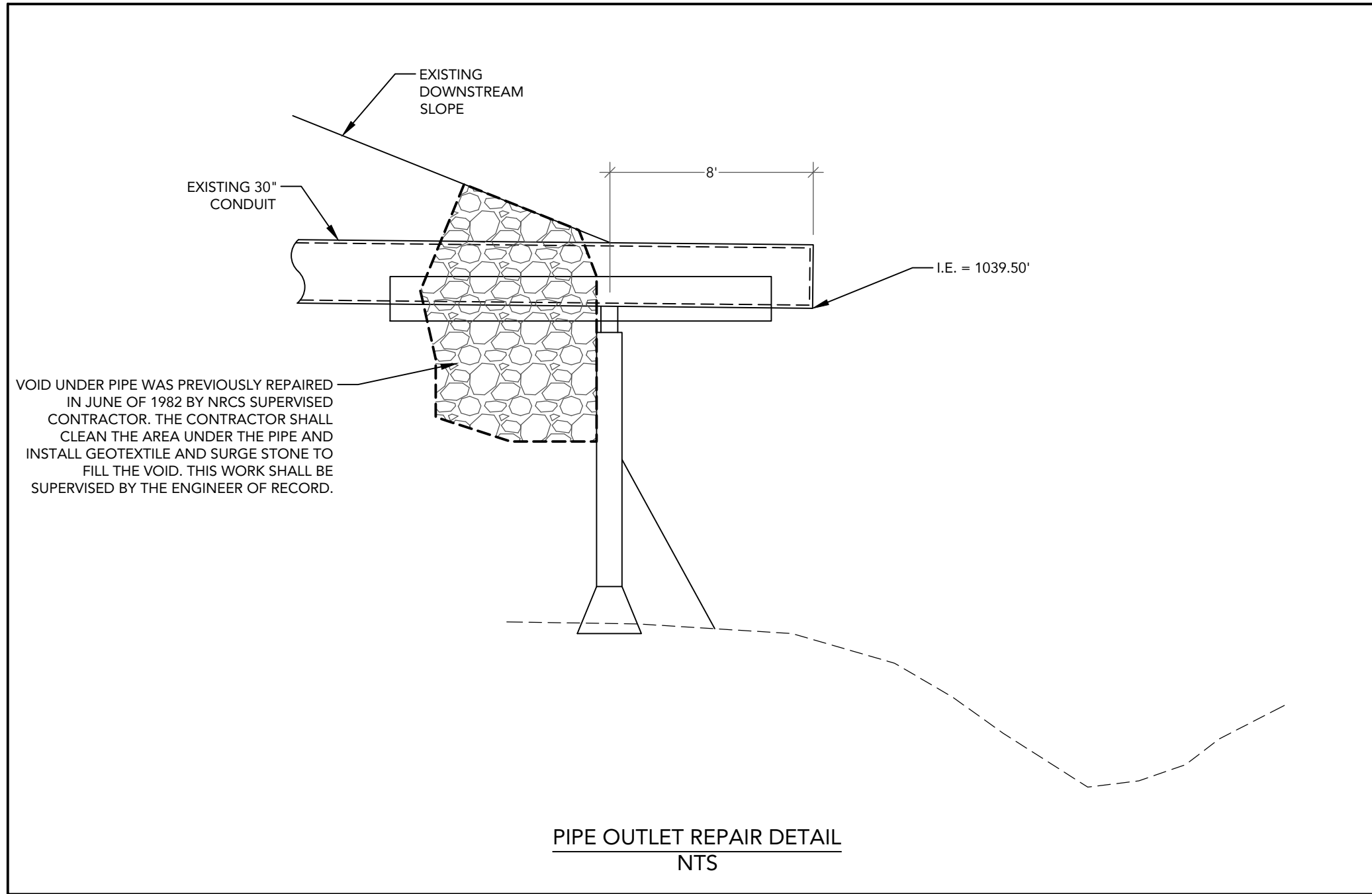
ENGINEER/DESIGNER NOT RESPONSIBLE FOR COST CHANGES DURING PRELIMINARY PHASE. BIDS & QUOTES SHALL BE BASED ON PLAN SETS LABELED "ISSUE FOR BID". BIDS & QUOTES SHALL BE REVISED BASED ON PLANS LABELED "ISSUE FOR CONSTRUCTION".

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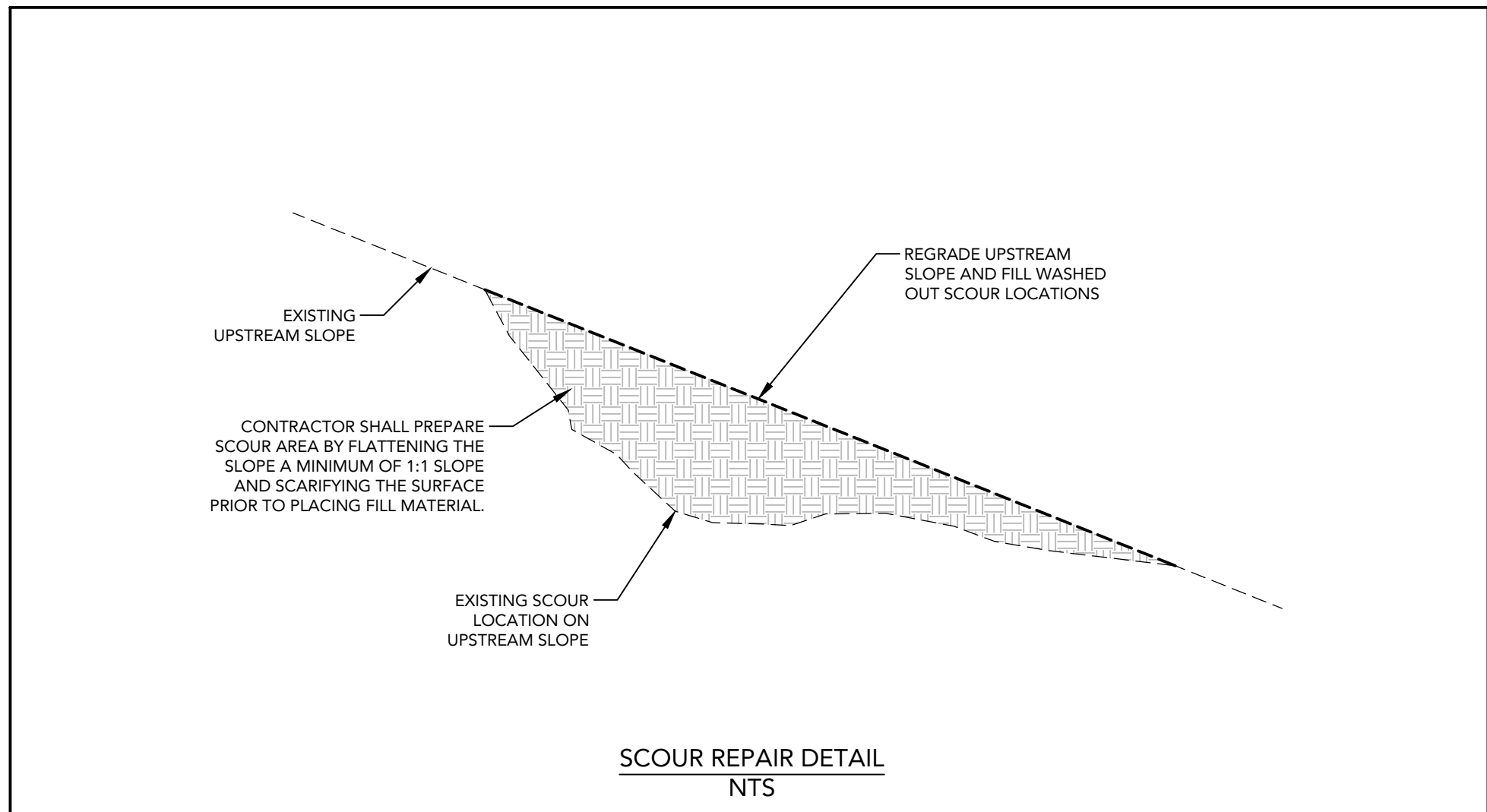


LOCATION MAP
SCALE: N.T.S.

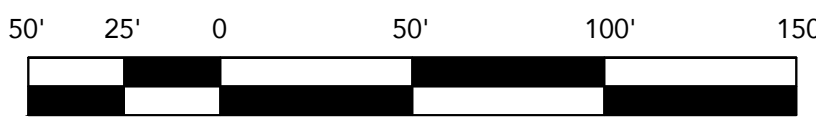
PROJECT INFORMATION	
DRAWING SET PREPARED BY: CARTER ENGINEERING CONSULTANTS, INC. 1010 COMMERCE DRIVE BOGART, GA 30622 CONTACT: BRIAN KIMSEY, P.E. PHONE: 770.725.1200 BRIAN@CARTERENGINEERING.COM	OWNER/DEVELOPER: CITY OF VILLA RICA 571 WEST BANKHEAD HIGHWAY VILLA RICA, GA 30180 CONTACT: LOUISE CLARKE 678.840.1210 LCLARK@VILLARICA.GOV
SITE INFORMATION	
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PROPERTY LOCATION	813 OLD VILLA RICA RD VILLA RICA, GA 30180
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FEMA FLOOD INSURANCE RATE MAP NO.	13045C0155D
FEMA FIRM DATE	9/19/2007
FEMA SFHA ZONE	ZONE A
UNDERGROUND UTILITY DISCLAIMER: THE UNDERGROUND UTILITIES SHOWN HEREON HAVE BEEN LOCATED FROM FIELD INFORMATION AND/OR EXISTING DRAWINGS. CARTER ENGINEERING DOES NOT WARRANT THAT THE UNDERGROUND UTILITIES SHOWN COMPRISE ALL SUCH UTILITIES IN THE AREA, EITHER IN SERVICE OR ABANDONED. CARTER ENGINEERING DOES NOT WARRANT THAT THE UNDERGROUND UTILITIES SHOWN ARE IN THE EXACT LOCATION INDICATED. THE OWNER, HIS/HER EMPLOYEES, CONSULTANTS AND CONTRACTORS SHALL HEREBY DISTINCTLY UNDERSTAND THAT THE CARTER ENGINEERING IS NOT RESPONSIBLE FOR THE CORRECTNESS OR SUFFICIENCY OF THIS INFORMATION REGARDING THE UNDERGROUND UTILITIES AND STRUCTURES RELATED TO UNDERGROUND UTILITIES SHOWN HEREON. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO FIELD LOCATE ALL UTILITIES PRIOR TO COMMENCING WORK AND NOTIFY ENGINEER IF A DISCREPANCY IS FOUND. SPECIFICALLY, THE CONTRACTOR SHALL VERIFY THE INVERT ELEVATIONS OF ALL EXISTING STORM AND SANITARY SEWER STRUCTURES PRIOR TO COMMENCEMENT OF STORM AND SANITARY SEWER CONSTRUCTION.	



PIPE OUTLET REPAIR DETAIL
NTS



SCOUR REPAIR DETAIL
NTS



GRAPHIC SCALE
SCALE: 1" = 50'

EARTHEN DAM DESIGN
PLANS
OF
LITTLE TALLAPOOSA RIVER W/S STR. #31
022-029-01886 - 33.745150, -84.974470

SHEET TITLE:
SITE PLAN

PROJECT NAME:
CITY OF VILLA RICA

SHEET NUMBER:
C 4.0

PROJECT NUMBER:
22001CVR

DATE:
10.10.23

REVISION BLOCK	REVISION DATE & DESCRIPTION
1	10.10.23 - INITIAL SUBMITTAL
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GEORGIA
REGISTERED
NO. 26703
PROFESSIONAL
ENGINEER
BRIAN KIMSEY

GSWCC Level II Certification
No. 000000003007



SHEET TITLE:
NRCS REPAIR PLAN

PROJECT NAME:

CITY OF VILLA
RICA

SHEET NUMBER:
C 5.0

PROJECT NUMBER:
22001CVR

DATE: 10.10.23

#4 24 HOUR CONTACT
LOUISE CLARKE: 678.840.1210

#5 PRIMARY PERMITTEE
CITY OF VILLA RICA
571 WEST BANKHEAD HIGHWAY
VILLA RICA, GA 30180
PHONE: 678.840.1210
EMAIL: LCLARK@VILLARICA.GOV

#6 PROJECT AREA
TOTAL SITE AREA: 185.85 ACRES
TOTAL DISTURBED AREA 2.2 ACRES

#7 CONSTRUCTION EXIST LOCATION
LONGITUDE: -84.981997 WEST
LATITUDE: 33.740443 NORTH

#9 DESCRIPTION OF THE CONSTRUCTION ACTIVITY
THE PROJECT INCLUDES THE REHABILITATION OF AN EXISTING EARTHEN DAM.

#11 PROJECT RECEIVING WATERS
THE RECEIVING WATERS TO THIS PROJECT IS ASTIN CREEK

#12 SITE VISIT CERTIFICATION
I CERTIFY UNDER PENALTY OF LAW THAT THIS PLAN WAS PREPARED AFTER A SITE VISIT TO THE LOCATIONS DESCRIBED HEREIN BY MYSELF OR MY AUTHORIZED AGENT, UNDER MY DIRECT SUPERVISION.

BRIAN KIMSEY, P.E.
P.E. #26703
10.10.23
DATE

E&SC CERTIFICATION NUMBER 000000003007

#13 SOIL & EROSION CONTROL BMP CERTIFICATION
I CERTIFY UNDER PENALTY OF LAW THAT THIS PLAN WAS PREPARED AFTER A SITE VISIT TO THE LOCATIONS DESCRIBED HEREIN BY MYSELF OR MY AUTHORIZED AGENT, UNDER MY DIRECT SUPERVISION. I CERTIFY THAT THE PERMITTEE'S EROSION, SEDIMENTATION AND POLLUTION CONTROL PLAN PROVIDES FOR AN APPROPRIATE AND COMPREHENSIVE SYSTEM OF BEST MANAGEMENT PRACTICES REQUIRED BY THE GEORGIA WATER QUALITY CONTROL ACT AND THE DOCUMENT "MANUAL FOR EROSION AND SEDIMENT CONTROL, IN GEORGIA" (MANUAL) PUBLISHED BY THE GEORGIA SOIL AND WATER CONSERVATION COMMISSION AS OF JANUARY 1 OF THE YEAR IN WHICH THE LAND-DISTURBING ACTIVITY WAS PERMITTED, PROVIDES FOR THE SAMPLING OF THE (RECEIVING WATERS) OR THE SAMPLING OF THE STORM WATER OUTFALLS AND THAT THE DESIGNED SYSTEM OF BEST MANAGEMENT PRACTICES AND SAMPLING METHODS IS EXPECTED TO MEET THE REQUIREMENTS CONTAINED IN THE GENERAL NPDES PERMIT NO GAR 100001."

BRIAN KIMSEY, P.E.
P.E. #26703
10.10.23
DATE

E&SC CERTIFICATION NUMBER 000000003007

#14 CERTIFICATION
THE DESIGN PROFESSIONAL WHO PREPARED THE ES&PC PLAN IS TO INSPECT THE INSTALLATION OF THE INITIAL SEDIMENT STORAGE REQUIREMENTS AND PERIMETER CONTROL BMP'S WITHIN 7 DAYS AFTER INSTALLATION.

#15 NON-EXEMPT ACTIVITIES
NON-EXEMPT ACTIVITIES SHALL NOT BE CONDUCTED WITHIN THE 25 OR 50-FOOT UNDISTURBED STREAM BUFFERS AS MEASURED FROM THE POINT OF WRESTED VEGETATION OR WITHIN 25-FEET OF THE COASTAL MARSHLAND BUFFERS AS MEASURED FORM THE JURISDICTIONAL DETERMINATION LINE WITHOUT FIRST ACQUIRING THE NECESSARY VARIANCES AND PERMITS

#16 BUFFER ENCROACHMENT
DAM REPAIR IS WITHIN THE 25' STATE WATERS BUFFER. VARIANCE IS NOT REQUIRED.

#17 AMENDMENT/REVISION STATEMENT
AMENDMENTS/ REVISIONS TO THE ES&PC PLAN WHICH HAVE A SIGNIFICANT EFFECT ON BMP'S WITH A HYDRAULIC COMPONENT MUST BE CERTIFIED BY THE DESIGN PROFESSIONAL.

#18 WASTE MATERIAL STATEMENT
WASTE MATERIAL SHALL NOT BE DISCHARGED TO WATERS OF THE STATE, EXCEPT AS AUTHORIZED BY A SECTION 404 PERMIT.

WASTE MATERIALS
ALL WASTE MATERIALS WILL BE COLLECTED AND STORED IN A SECURELY LIDDED METAL DUMPSTER. THE DUMPSTER WILL MEET ALL SOLID WASTE MANAGEMENT REGULATIONS. ALL TRASH AND CONSTRUCTION DEBRIS FROM THE SITE WILL BE DEPOSITED IN THE DUMPSTER. THE DUMPSTER SHALL BE CLEANED OUT AND FRESHLY STOCKED WITH BAGS OF NECESSARY AND TRASH WILL BE HAULED AS REQUIRED BY LOCAL REGULATIONS. NO CONSTRUCTION WASTE WILL BE BURIED ONSITE.

ALL PERSONNEL WILL BE INSTRUCTED ON PROPER PROCEDURES FOR WASTE DISPOSAL. A NOTICE STATING THESE PRACTICES WILL BE POSTED AT THE JOBSITE AND THE CONTRACTOR WILL BE RESPONSIBLE FOR SEEING THAT THESE PROCEDURES ARE FOLLOWED.

ALL HAZARDOUS WASTE MATERIALS WILL BE DISPOSED OF IN THE MANNER SPECIFIED BY LOCAL, STATE, AND/OR FEDERAL REGULATIONS AND BY THE MANUFACTURER OF SUCH PRODUCTS. THE JOB SITE SUPERINTENDENT, WHO WILL ALSO BE RESPONSIBLE FOR SEEING THAT THESE PRACTICES ARE FOLLOWED, WILL INSTRUCT SITE PERSONNEL IN THESE PRACTICES.
MANUAL SAFETY DATA SHEETS (MSDS'S) FOR EACH SUBSTANCE WITH HAZARDOUS PROPERTIES THAT IS USED ON THE JOBSITE WILL BE OBTAINED AND USED FOR THE PROPER MANAGEMENT OF POTENTIAL WASTES THAT MAY RESULT FROM THESE PRODUCTS. AN MSDS WILL BE POSTED IN THE IMMEDIATE AREA WHERE SUCH PRODUCTS ARE STORED AND ANOTHER COPY OF EACH MSDS WILL BE MAINTAINED IN THE ES&PC FILE AT THE JOB SITE CONSTRUCTION TRAILER OFFICE. EACH EMPLOYEE WHO MUST HANDLE A SUBSTANCE WITH HAZARDOUS PROPERTIES WILL BE INSTRUCTED ON THE USE OF MSDS SHEETS AND THE SPECIFIC INFORMATION IN THE APPLICABLE MSDS FOR THE PRODUCT HE/SHE IS USING, PARTICULARLY REGARDING SPILL CONTROL TECHNIQUES.

THE CONTRACTOR WILL IMPLEMENT THE SPILL PREVENTION CONTROL AND COUNTERMEASURES (SPCC) PLAN FLOW WITHIN THIS ES&PC AND WILL TRAIN ALL PERSONNEL IN THE PROPER CLEANUP AND HANDLING OF SPILLED MATERIALS. NO SPILLED HAZARDOUS MATERIALS OR HAZARDOUS WASTES WILL BE ALLOWED TO COME IN CONTACT WITH STORMWATER DISCHARGES. IF SUCH CONTACT OCCURS, THE STORMWATER DISCHARGE WILL BE CONTAINED ON SITE UNTIL APPROPRIATE MEASURE IN COMPLIANCE WITH STATE AND FEDERAL REGULATIONS ARE TAKEN TO DISPOSE OF SUCH CONTAMINATED STORMWATER. IT SHALL BE THE RESPONSIBILITY OF THE JOB SITE SUPERINTENDENT TO PROPERLY TRAIN ALL PERSONNEL IN THE USE OF THE SPCC PLAN.

SANITARY WASTES
A MINIMUM OF ONE PORTABLE SANITARY UNIT WILL BE PROVIDED FROM EVERY TEN (10) WORKERS ON THE SITE. ALL SANITARY WASTE WILL BE COLLECTED FORM THE PORTABLE UNITS A MINIMUM OF ONE TIME PER WEEK BY A LICENSED PORTABLE FACILITY PROVIDER IN COMPLETE COMPLIANCE WITH LOCAL AND STATE REGULATIONS.

ALL SANITARY WASTE UNITS WILL BE LOCATED IN ONE AREA WHERE THE LIKELIHOOD OF THE UNIT CONTRIBUTION TO STORM WATER DISCHARGE IS NEGLECTABLE. ADDITIONAL CONTAINMENT BMP'S MUST BE IMPLEMENTED, SUCH AS GRAVEL BAGS OR SPECIALLY DESIGNED PLASTIC SKID CONTAINERS AROUND THE BASE, TO PREVENT WASTES FORM CONTRIBUTION TO STORM WATER DISCHARGES. THE LOCATION OF SANITARY WASTE UNITS MUST BE IDENTIFIED ON THE EROSION CONTROL PLAN BY THE CONTRACTOR ONCE THE LOCATIONS HAVE BEEN DETERMINED.

#19 SEDIMENT CONTOL ON-SITE
THE ESCAPE OF SEDIMENT FROM THE SITE SHALL BE PREVENTED BY THE INSTALLATION OF EROSION AND SEDIMENT CONTROL MEASURES AND PRACTICES PRIOR TO LAND DISTURBING ACTIVITIES.

#20 EROSION CONTROL MEASURES MAINTAINED AT ALL TIMES
EROSION CONTROL MEASURES WILL BE MAINTAINED AT ALL TIMES. IF FULL IMPLEMENTATION OF THE APPROVED PLAN DOES NOT PROVIDE FOR EFFECTIVE EROSION CONTROL, ADDITIONAL EROSION AND SEDIMENT CONTROL MEASURES SHALL BE IMPLEMENTED TO CONTROL OR TREAT THE SEDIMENT SOURCE.

#21 EXPOSED DISTURBED AREAS
ANY DISTURBED AREA LEFT EXPOSED FOR A PERIOD GREATER THAN 7 DAYS SHALL BE STABILIZED WITH MULCH OR TEMPORARY SEEDING.

#22 IMPAIRED STREAM SEGMENT
CONSTRUCTION ACTIVITY DOES NOT DISCHARGE INTO AN IMPAIRED STREAM SEGMENT. THE CONSTRUCTION ACTIVITY IS NOT WITHIN 1 LINEAR MILE UPSTREAM OF AND WITHIN THE SAME WATERSHED AS, ANY PORTION OF AN BIOTA IMPAIRED STREAM SEGMENT.

#24 CONCRETE WASH DOWN
THIS PROJECT DOES NOT ALLOW CONCRETE WASH DOWN OF TOOLS, CONCRETE MIXER CHUTES, HOPPERS AND REAR OF THE VEHICLES ON THE PROJECT SITE. THESE ACTIONS ARE ONLY ALLOWED AT SPECIFIED LOCATIONS

#25 BMP REMEDIATION FOR PETROLEUM SPILLS AND WASTE
PETROLEUM BASED PRODUCTS - CONTAINERS FOR PRODUCTS SUCH AS FUELS, LUBRICANTS AND TARS WILL BE INSPECTED DAILY FOR LEAKS AND SPILLS. THIS INCLUDES ON-SITE VEHICLE AND MACHINERY DAILY INSPECTIONS AND REGULAR PREVENTATIVE MAINTENANCE OF SUCH EQUIPMENT. EQUIPMENT MAINTENANCE AREAS WILL BE LOCATED AWAY FROM STATE WATER, NATURAL DRAINS AND STORM WATER DRAINAGE INLETS. IN ADDITION, TEMPORARY FUELING TANKS SHALL HAVE A SECONDARY CONTAINMENT LINER TO PREVENT MINOR FUEL SPILLS. DISCHARGE OF OILS, FUELS AND LUBRICANTS IS PROHIBITED. PROPER DISPOSAL METHODS WILL INCLUDE COLLECTION IN A SUITABLE CONTAINER AND DISPOSAL AS REQUIRED BY LOCAL AND STATE REGULATIONS.

PAINTS/FINISHES/SOLVENTS - ALL PRODUCTS WILL BE STORED IN TIGHTLY SEALED ORIGINAL CONTAINERS WHEN NOT IN USE. EXCESS PRODUCT WILL NOT BE DISCHARGED TO THE STORM WATER COLLECTION SYSTEM. EXCESS PRODUCT, MATERIALS USED WITH THESE

PRODUCTS AND PRODUCT CONTAINERS WILL BE DISPOSED OF ACCORDING TO MANUFACTURER'S SPECIFICATIONS AND RECOMMENDATIONS.

CONCRETE TRUCK WASHING - CONCRETE TRUCKS WILL BE ALLOWED TO WASH OUT OR DISCHARGE SURPLUS CONCRETE OR DRUM WASH WATER ONSITE AT THE SPECIFIED LOCATION.

FERTILIZER/HERBICIDES - THESE PRODUCTS WILL BE APPLIED AT RATES THAT DO NOT EXCEED THE MANUFACTURER'S SPECIFICATIONS OR ABOVE THE GUIDELINES SET FORTH IN THE CROP ESTABLISHMENT OR IN THE GSWCC MANUAL FOR EROSION AND SEDIMENT CONTROL IN GEORGIA. ANY STORAGE OF THESE MATERIALS WILL BE UNDER ROOF IN SEALED CONTAINERS.

BUILDING MATERIALS - NO BUILDING OR CONSTRUCTION MATERIALS WILL BE BURIED OR DISPOSED OF ONSITE. ALL SUCH MATERIAL WILL BE DISPOSED OF IN PROPER WASTE DISPOSAL PROCEDURES.

SPILL CLEANUP AND CONTROL PRACTICES

- LOCAL, STATE, AND MANUFACTURER'S RECOMMENDED METHODS FOR SPILL CLEANUP WILL BE CLEARLY POSTED AND PROCEDURES WILL BE MADE AVAILABLE TO SITE PERSONNEL.
- MATERIALS AND EQUIPMENT, NECESSARY OF SPILL CLEANUP WILL BE KEPT IN THE MATERIAL STORAGE AREAS. TYPICAL MATERIALS AND EQUIPMENT INCLUDES, BUT IS NOT LIMITED TO, BROOMS, DUSTPANS, MAPS, RAGS, GLOVES, GOGGLES, CAT LITTER, SAND, SAWDUST AND PROPERLY LABELED PLASTIC AND METAL WASTE CONTAINERS.
- SPILL PREVENTION PRACTICES AND PROCEDURES WILL BE REVIEWED AFTER A SPILL AND ADJUSTED AS NECESSARY TO PREVENT FUTURE SPILLS.
- ALL SPILLS WILL BE CLEANED UP IMMEDIATELY UPON DISCOVERY. ALL SPILLS WILL BE REPORTED AS REQUIRED BY LOCAL, STATE AND FEDERAL REGULATIONS.
- FOR SPILLS THAT IMPACT SURFACE WATER (LEAVE A SHEEN ON SURFACE WATER), THE NATIONAL RESPONSE CENTER (NRC) WILL BE CONTACTED WITHIN 24 HOURS AT 1 - 800 - 424 - 8802.
- FOR SPILLS OF AN UNKNOWN AMOUNT, THE NATIONAL CENTER (NRC) WILL BE CONTACTED WITH 24 HOURS AT 1 - 800 - 424 - 8802.
- FOR SPILLS GREATER THAN 25 GALLONS AND NO SURFACE WATER IMPACTS, THE GEORGIA EPD WILL BE CONTACTED WITHIN 24 HOURS.

-FOR SPILLS LESS THAN 25 GALLONS AND NO SURFACE WATER IMPACTS, THE SPILL WILL BE CLEANED UP AND LOCAL AGENCIES WILL BE CONTACTED AS REQUIRED.

THE CONTRACTOR SHALL NOTIFY THE LICENSED PROFESSIONAL WHO PREPARED THIS PLAN IF MORE THAN 1320 GALLONS OF OIL IS STORED ONSITE (THIS INCLUDES CAPACITIES OF EQUIPMENT). THE CONTRACTOR WILL NEED A SPILL PREVENTION CONTAINMENT AND COUNTERMEASURES PLAN PREPARED BY THAT LICENSED PROFESSIONAL.

#26 POLLUTANT CONTROL AFTER CONSTRUCTION IS COMPLETED
NO POST STORM WATER POLLUTANTS ARE ANTICIPATED. ALL DISTURBED AREAS WILL BE PERMANENTLY STABILIZED ONCE CONSTRUCTION ACTIVITY IS COMPLETED.

#27 COVER FOR BUILDING MATERIALS
THE CONTRACTOR SHALL LOCATE ALL BUILDING MATERIALS, BUILDING PRODUCTS, CONSTRUCTION WASTES, TRASH, LANDSCAPE MATERIALS, FERTILIZERS, PESTICIDES, HERBICIDES, DETERGENTS, SANITARY WASTES, AND OTHER MATERIALS IN A LOCATION FREE FROM STORMWATER RUNOFF. IN ADDITION, THE CONTRACTOR SHALL PROTECT THESE MATERIALS FROM PRECIPITATION BY COVERING WITH PLASTIC SHEETING OR A TEMPORARY ROOF THROUGHOUT THE DURATION OF THE CONSTRUCTION PERIOD.

#28 STORM WATER POLLUTION BMPs
THE PROPOSED CONSTRUCTION EXIT AND SILT FENCE WILL SERVE AS BMPs FOR THE PROJECT.

#29 ACTIVITY SCHEDULE

	MONTHS (###/###)					
	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE
PERIMETER SILT FENCE						
INITIAL SEDIMENT STORAGE BMPs						
CLEARING & GRUBBING						
DEMO						
ROUGH GRADING						
PRINCIPAL SPILLWAY CONSTRUCTION						
AUXILIARY SPILLWAY CONSTRUCTION						
TEMPORARY STABILIZATION (GRASSING)						
FINAL GRADING						
FINAL STABILIZATION						
MAINTENANCE						

START DATE: JANUARY 1, 2024
END: JUNE 30, 2024

#30 INSPECTIONS

	MONTHS (###/###)					
	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE
A. PERMITTEE REQUIREMENTS						
1. EACH DAY WHEN ANY TYPE OF CONSTRUCTION ACTIVITY HAS TAKEN PLACE AT A PRIMARY PERMITTEE'S SITE, CERTIFIED PERSONNEL PROVIDED BY THE PRIMARY PERMITTEE SHALL INSPECT: (A) ALL AREAS AT THE PRIMARY PERMITTEE'S SITE WHERE PETROLEUM PRODUCTS ARE STORED, USED, OR HANDLED FOR SPILLS AND LEAKS FROM VEHICLES AND EQUIPMENT; (B) ALL LOCATIONS AT THE PRIMARY PERMITTEE'S SITE WHERE VEHICLES ENTER OR EXIT THE SITE FOR EVIDENCE OF OFF-SITE SEDIMENT TRACKING. THESE INSPECTIONS MUST BE CONDUCTED UNTIL A NOTICE OF TERMINATION IS SUBMITTED.						
2. MEASURE AND RECORD RAINFALL WITHIN DISTURBED AREAS OF THE SITE THAT HAVE NOT MET FINAL STABILIZATION ONCE EVERY 24 HOURS EXCEPT ANY NON-WORKING SATURDAY, NON-WORKING SUNDAY AND NON-WORKING FEDERAL HOLIDAY. THE DATA COLLECTED FOR THE PURPOSE OF COMPLIANCE WITH THIS PERMIT SHALL BE REPRESENTATIVE OF THE MONITORED ACTIVITY. MEASUREMENT OF RAINFALL MAY BE SUSPENDED IF ALL AREAS OF THE SITE HAVE UNDERGONE FINAL STABILIZATION OR ESTABLISHED A CROP OF ANNUAL VEGETATION AND A SEEDING OF TARGET PERENNIALS APPROPRIATE FOR THE REGION.						
3. CERTIFIED PERSONNEL (PROVIDED BY THE PRIMARY PERMITTEE) SHALL INSPECT THE FOLLOWING AT LEAST ONCE EVERY SEVEN (7) CALENDAR DAYS AND WITHIN 24 HOURS OF THE END OF A STORM THAT IS 0.5 INCHES RAINFALL OR GREATER (UNLESS SUCH STORM ENDS AFTER 5:00 PM ON ANY FRIDAY OR ON ANY NON-WORKING SATURDAY, NON-WORKING SUNDAY OR ANY NON-WORKING FEDERAL HOLIDAY IN WHICH CASE THE INSPECTION SHALL BE COMPLETED BY THE END OF THE NEXT BUSINESS DAY AND/OR WORKING DAY, WHICHEVER OCCURS FIRST): (A) DISTURBED AREAS OF THE PRIMARY PERMITTEE'S CONSTRUCTION SITE; (B) AREAS USED BY THE PRIMARY PERMITTEE FOR STORAGE OF MATERIALS THAT ARE EXPOSED TO PRECIPITATION; AND (C) STRUCTURAL CONTROL MEASURES. EROSION AND SEDIMENT CONTROL MEASURES IDENTIFIED IN THE PLAN APPLICABLE TO THE PRIMARY PERMITTEE'S SITE SHALL BE OBSERVED TO ENSURE THAT THEY ARE OPERATING CORRECTLY. WHERE DISCHARGE LOCATIONS OR POINTS ARE ACCESSIBLE, THEY SHALL BE INSPECTED TO ASCERTAIN WHETHER EROSION CONTROL MEASURES ARE EFFECTIVE IN PREVENTING SIGNIFICANT IMPACTS TO RECEIVING WATERS); FOR AREAS OF A SITE THAT HAVE UNDERGONE FINAL STABILIZATION OR ESTABLISHED CROP OF ANNUAL VEGETATION AND A SEEDING OF TARGET PERENNIALS APPROPRIATE FOR THE REGION, THE PERMITTEE MUST COMPLY WITH PART IV.D.4.A.(4). THESE INSPECTIONS MUST BE CONDUCTED UNTIL A NOTICE OF TERMINATION IS SUBMITTED.						
4. CERTIFIED PERSONNEL (PROVIDED BY THE PRIMARY PERMITTEE) SHALL INSPECT AT LEAST ONCE PER MONTH DURING THE TERM OF THIS PERMIT (I.E., UNTIL A NOTICE OF TERMINATION HAS BEEN SUBMITTED) THE AREAS OF THE SITE THAT HAVE UNDERGONE FINAL STABILIZATION OR ESTABLISHED A CROP OF ANNUAL VEGETATION AND A SEEDING OF TARGET PERENNIALS APPROPRIATE FOR THE REGION. THESE AREAS SHALL BE INSPECTED FOR EVIDENCE OF, OR THE POTENTIAL FOR, POLLUTANTS ENTERING THE DRAINAGE SYSTEM AND THE RECEIVING WATERS); EROSION AND SEDIMENT CONTROL MEASURES IDENTIFIED IN THE PLAN SHALL BE OBSERVED TO ENSURE THAT THEY ARE OPERATING CORRECTLY. WHERE DISCHARGE LOCATIONS OR POINTS ARE ACCESSIBLE, THEY SHALL BE INSPECTED TO ASCERTAIN WHETHER EROSION CONTROL MEASURES ARE EFFECTIVE IN PREVENTING SIGNIFICANT IMPACTS TO RECEIVING WATERS).						
5. BASED ON THE RESULTS OF EACH INSPECTION, THE SITE DESCRIPTION AND THE POLLUTION PREVENTION AND CONTROL MEASURES IDENTIFIED IN THE EROSION, SEDIMENTATION AND POLLUTION CONTROL PLAN, THE PLAN SHALL BE REVISED AS APPROPRIATE NOT LATER THAN SEVEN (7) CALENDAR DAYS FOLLOWING EACH INSPECTION. IMPLEMENTATION OF SUCH CHANGES SHALL BE MADE AS SOON AS PRACTICAL, BUT IN NO CASE LATER THAN SEVEN (7) CALENDAR DAYS FOLLOWING EACH INSPECTION.						
6. A REPORT OF EACH INSPECTION THAT INCLUDES THE NAME(S) OF PERSONNEL MAKING EACH INSPECTION, THE DATES) OF EACH INSPECTION, CONSTRUCTION PHASE (I.E., INITIAL, INTERMEDIATE OR FINAL, MAJOR OBSERVATIONS RELATING TO THE IMPLEMENTATION OF THE EROSION, SEDIMENTATION AND POLLUTION CONTROL PLAN, AND ACTION S TAKEN IN ACCORDANCE WITH PART IV.D.4.A.(5). OF THE PERMIT SHALL BE MADE AND RETAINED AT THE SITE OR BE READILY AVAILABLE AT A DESIGNATED LOCATION UNTIL THE ENTIRE SITE OR THAT PORTION OF A CONSTRUCTION SITE THAT HAS BEEN PHASED HAS UNDERGONE FINAL STABILIZATION AND A NOTICE OF TERMINATION IS SUBMITTED TO EPD. SUCH REPORTS SHALL BE READILY AVAILABLE BY END OF THE SECOND BUSINESS DAY AND/OR WORKING DAY AND SHALL IDENTIFY ALL INCIDENTS OF BEST MANAGEMENT PRACTICES THAT HAVE NOT BEEN PROPERLY INSTALLED AND/OR MAINTAINED AS DESCRIBED IN THE PLAN, WHERE THE REPORT DOES NOT IDENTIFY ANY INCIDENTS. THE INSPECTION REPORT SHALL CONTAIN A CERTIFICATION THAT THE BEST MANAGEMENT PRACTICES ARE IN COMPLIANCE WITH THE EROSION, SEDIMENTATION AND POLLUTION CONTROL PLAN. THE REPORT SHALL BE SIGNED IN ACCORDANCE WITH PART V.G.2 OF THIS PERMIT.						

#31 SAMPLING FREQUENCY

1. THE PRIMARY PERMITTEE MUST SAMPLE IN ACCORDANCE WITH THE PLAN AT LEAST ONCE FOR EACH RAINFALL EVENT DESCRIBED BELOW. FOR A QUALIFYING EVENT, THE PERMITTEE SHALL SAMPLE AT THE BEGINNING OF ANY STORM AFTER DISCHARGE TO A MONITORED RECEIVING WATER AND/OR FROM A MONITORED OUTFALL LOCATION WITHIN FORTY-FIVE (45) MINUTES OR AS SOON AS POSSIBLE.						
2. HOWEVER, WHERE MANUAL AND AUTOMATIC SAMPLING ARE IMPOSSIBLE (AS DEFINED IN THE IS PERMIT), OR ARE BEYOND THE PERMITTEE'S CONTROL, THE PERMITTEE SHALL TAKE SAMPLES AS SOON AS POSSIBLE, BUT IN NO CEASE MORE THAN TWELVE (12) HOURS AFTER THE BEGINNING OF THE STORM WATER DISCHARGE.						
3. SAMPLING BY THE PERMITTEE SHALL OCCUR FOR THE FOLLOWING QUALIFYING EVENTS:						
A. FOR EACH AREA OF THE SITE THAT DISCHARGES TO A RECEIVING WATER OR FORM AN OUTFALL, THE FIRST RAIN EVENT THAT REACHES OR EXCEEDS 0.5 INCH WITH A STORM WATER DISCHARGE THAT OCCURS DURING NORMAL BUSINESS HOURS AS DEFINED IN THIS PERMIT (MONDAY THRU FRIDAY, 8:00 AM TO 5:00 PM AND SATURDAY 8:00 AM TO 5:00 PM WHEN CONSTRUCTION ACTIVITY IS BEING CONDUCTED BY THE PRIMARY PERMITTEE) AFTER ALL CLEARING AND GRUBBING OPERATIONS HAVE BEEN COMPLETED, BUT PRIOR TO COMPLETION OF MASS GRADING OPERATIONS, IN THE DRAINAGE AREA OF THE LOCATION SELECTED AS THE SAMPLING LOCATION.						
B. IN ADDITION TO (A) ABOVE, FOR EACH AREA OF THE SITE THAT DISCHARGES TO A RECEIVING WATER OR FROM AN OUTFALL, THE FIRST RAIN EVENT THAT REACHES OR EXCEEDS 0.5 INCH WITH A STORM WATER DISCHARGE THAT OCCURS DURING NORMAL BUSINESS HOURS AS DEFINED IN THIS PERMIT EITHER 90 DAYS AFTER THE FIRST SAMPLING EVENT OR AFTER ALL MASS GRADING OPERATIONS HAVE BEEN COMPLETED BUT PRIOR TO SUBMITTAL OF A NOT, IN THE DRAINAGE AREA OF THE LOCATION SELECTED AS THE SAMPLING LOCATION, WHICHEVER COMES FIRST.						

C. AT THE TIME OF SAMPLING PERFORMED PURSUANT TO (A) AND (B) ABOVE, IF BMPs IN ANY AREA OF THE SITE THAT DISCHARGERS TO A RECEIVING WATER OR FROM AN OUTFALL AREA NOT PROPERLY DESIGNED, INSTALLED AND MAINTAINED, CORRECTIVE ACTION SHALL BE DEFINED AND IMPLEMENTED WITH TOW (2) BUSINESS DAYS, AND TURBIDITY SAMPLES SHALL BE TAKEN FROM DISCHARGES FORM THAT AREA OF THE SITE FOR EACH SUBSEQUENT RAIN EVENT THAT REACHES OR EXCEEDS 0.5 INCH DURING NORMAL BUSINESS HOURS * UNTIL THE SELECTED TURBIDITY STANDARD IS ATTAINED, OR UNTIL POST-STORM EVENT INSPECTIONS DETERMINE THAT BMPs ARE PROPERLY DESIGNED, INSTALLED AND MAINTAINED.

D. WHERE SAMPLING PURSUANT TO (A), (B) OR (C) ABOVE IS REQUIRED BUT NOT POSSIBLE (OR NOT REQUIRED BECAUSE THERE WAS NO DISCHARGE), THE PERMITTEE, IN ACCORDANCE WITH PART IV.D.4.(A), MUST INCLUDE A WRITTEN JUSTIFICATION IN THE INSPECTION REPORT OF WHY SAMPLING WAS NOT PERFORMED. PROVIDING THIS JUSTIFICATION DOES NOT RELIEVE THE PERMITTEE OF A ANY SUBSEQUENT SAMPLING OBLIGATIONS UNDER (A), (B), OR (C) ABOVE; AND

E. EXISTING CONSTRUCTION ACTIVITIES, I.E., THOSE THAT ARE OCCURRING ON OR BEFORE THE EFFECTIVE DATE OF THIS PERMIT, THAT HAVE MET THE SAMPLING REQUIRED BY (A) ABOVE SHALL SAMPLE IN ACCORDANCE WITH (B). THOSE EXISTING CONSTRUCTION ACTIVITIES THAT HAVE MET THE SAMPLING REQUIRED BY (B) ABOVE SHALL NOT BE REQUIRED TO CONDUCT ADDITIONAL SAMPLING OTHER THAN AS REQUIRED BY (C) ABOVE.

*NOTE THAT THE PERMITTEE MAY CHOOSE TO MEET THE REQUIREMENT OF (A) AND (B) ABOVE BY COLLECTING TURBIDITY SAMPLES FROM ANY RAIN EVENT THAT REACHES OR EXCEEDS 0.5 INCH AND ALLOWS FOR SAMPLING AT ANY TIME OF THE DAY OR WEEK.

REPORTING:

1. THE APPLICABLE PERMITTEES ARE REQUIRED TO SUBMIT A SUMMARY OF THE MONITORING RESULTS TO THE EPD AT THE ADDRESS SHOWN IN PART I.I.C. BY THE FIFTEENTH DAY OF THE MONTH FOLLOWING THE REPORTING PERIOD. REPORTING PERIODS ARE MONTHS DURING WHICH SAMPLES ARE TAKEN IN ACCORDANCE WITH THIS PERMIT. SAMPLING RESULTS SHALL BE IN A CLEARLY LEGIBLE FORMAT. UPON WRITTEN NOTIFICATION, EPD MAY REQUIRE THE APPLICABLE PERMITTEE TO SUBMIT THE SAMPLING RESULTS ON A MORE FREQUENT BASIS. SAMPLING AND ANALYSIS OF ANY STORM WATER DISCHARGE(S) OR THE RECEIVING WATER(S) BEYOND THE MINIMUM FREQUENCY STATED IN THIS PERMIT MUST BE REPORTED IN A SIMILAR MANNER TO THE EPD. THE SAMPLING RESULTS MUST BE SIGNED IN ACCORDANCE WITH PART V.G. SAMPLING REPORTS MUST BE SUBMITTED TO EPD USING THE ELECTRONIC SUBMITTAL SERVICE PROVIDED BY EPD. SAMPLING REPORTS MUST BE SUBMITTED TO EPD UNTIL SUCH TIME AS A NOT IS SUBMITTED IN ACCORDANCE WITH PART VI.						
2. ALL SAMPLING REPORTS SHALL INCLUDE THE FOLLOWING INFORMATION:						
A. THE RAINFALL AMOUNT, DATE, EXACT PLACE, AND TIME OF SAMPLING OR MEASUREMENTS;						
B. THE NAME(S) OF THE CERTIFIED PERSONNEL WHO PERFORMED THE SAMPLING AND MEASUREMENTS;						
C. THE DATES) ANALYSES WERE PERFORMED;						
D. THE TIME(S) ANALYSES WERE INITIATED;						
E. THE NAME(S) OF THE CERTIFIED PERSONNEL WHO PERFORMED THE ANALYSES;						
F. REFERENCES AND WRITTEN PROCEDURES, WHEN AVAILABLE, FOR THE ANALYTICAL TECHNIQUES OR METHODS USED; AND						
G. THE RESULTS OF SUCH ANALYSES, INCLUDING THE BENCH-SHEETS, INSTRUMENT READOUTS, COMPUTER DISKS OR TAPES, ETC., USED TO DETERMINE THESE RESULTS.						
H. RESULTS WHICH EXCEED 1000 NTU SHALL BE REPORTED AS "EXCEEDS 1000 NTU." AND						
I. CERTIFICATION STATEMENT THAT SAMPLING WAS CONDUCTED AS PER THE PLAN.						

3. ALL WRITTEN CORRESPONDENCE REQUIRED BY THIS PERMIT SHALL BE SUBMITTED BY RETURN RECEIPT CERTIFIED MAIL (OR SIMILAR SERVICE) TO THE APPROPRIATE DISTRICT OFFICE OF THE EPD ACCORDING TO THE SCHEDULE IN APPENDIX A OF THIS PERMIT. THE PERMITTEE SHALL RETAIN A COPY OF THE PROOF OF SUBMITTAL AT THE CONSTRUCTION SITE OR THE PROOF OF SUBMITTAL SHALL BE READILY AVAILABLE AT A DESIGNATED LOCATION FROM COMMENCEMENT OF CONSTRUCTION UNTIL SUCH TIME AS A NOT IS SUBMITTED IN ACCORDANCE WITH PART VI. IF ELECTRONIC SUBMITTAL IS PROVIDED BY EPD THEN THE WRITTEN CORRESPONDENCE MAY BE SUBMITTED ELECTRONICALLY; IF REQUIRED, A PAPER COPY MUST ALSO BE SUBMITTED BY RETURN RECEIPT CERTIFIED MAIL OR SIMILAR SERVICE.

#32 RETENTION OF RECORDS

1. THE PRIMARY PERMITTEE SHALL RETAIN THE FOLLOWING RECORDS AT THE CONSTRUCTION SITE OR THE RECORDS SHALL BE READILY AVAILABLE AT THE DESIGNATED ALTERNATE LOCATION FROM COMMENCEMENT OF CONSTRUCTION UNTIL SUCH TIME AS A NOT IS SUBMITTED IN ACCORDANCE WITH PART VI:						
A. A COPY OF ALL NOTICES OF INTENT SUBMITTED TO EPD;						
B. A COPY OF THE EROSION, SEDIMENTATION AND POLLUTION CONTROL PLAN REQUIRED BY THIS PERMIT;						
C. THE DESIGN PROFESSIONAL'S REPORT OF THE RESULTS OF THE INSPECTION CONDUCTED IN ACCORDANCE WITH PART IV.A.5. OF THIS PERMIT;						
D. A COPY OF ALL SAMPLING INFORMATION, RESULTS, AND REPORTS REQUIRED BY THIS PERMIT;						
E. A COPY OF ALL INSPECTION REPORTS GENERATED IN ACCORDANCE WITH PART IV.D.4.A OF THIS PERMIT;						
F. A COPY OF ALL VIOLATION SUMMARIES AND VIOLATION SUMMARY REPORTS GENERATED IN ACCORDANCE WITH PART III.D.2. OF THIS PERMIT; AND						
G. DAILY RAINFALL INFORMATION COLLECTED IN ACCORDANCE WITH PART IV.D.4.A.(2) OF THIS PERMIT.						

2. COPIES OF ALL NOTICES OF INTENT, NOTICES OF TERMINATION, INSPECTION REPORTS, SAMPLING REPORTS (INCLUDING ALL CALIBRATION AND MAINTENANCE RECORDS AND ALL ORIGINAL STRIP CHART RECORDINGS FOR CONTINUOUS MONITORING INSTRUMENTATION) OR OTHER REPORTS REQUESTED BY THE EPD, EROSION, SEDIMENTATION AND POLLUTION CONTROL RECORDS, RECORDS OF ALL DATA USED TO COMPLETE THE NOTICE OF INTENT TO BE COVERED BY THIS PERMIT AND ALL OTHER RECORDS REQUIRED BY THIS PERMIT SHALL BE RETAINED BY THE PERMITTEE WHO EITHER PRODUCED IT FOR A PERIOD OF AT LEAST THREE YEARS FROM THE DATE THAT THE NOT IS SUBMITTED IN ACCORDANCE WITH PART VI. OF THIS PERMIT. THESE RECORDS MUST BE MAINTAINED AT THE PERMITTEE'S PRIMARY PLACE OF BUSINESS OR AT A DESIGNATED ALTERNATIVE LOCATION ONCE THE CONSTRUCTION ACTIVITY HAS CEASED AT THE PERMITTED SITE. THIS PERIOD MAY BE EXTENDED BY REQUEST OF THE EPD AT ANY TIME UPON WRITTEN NOTIFICATION TO THE PERMITTEE.

#33 STORMWATER SAMPLING
SAMPLE ANALYSIS
STORM WATER SAMPLES ARE TO BE ANALYZED IN ACCORDANCE WITH METHODOLOGY AND TEST PROCEDURES ESTABLISHED BY 40 CFR PART 136 AND THE GUIDANCE DOCUMENT TITLED "NPDES STORM WATER SAMPLING GUIDANCE DOCUMENT. EPA 833-B-92-001." STORM WATER IS TO BE SAMPLED FOR NEPHELOMETRIC TURBIDITY UNITS (NTU) AT THE OUTFALL LOCATION. A DISCHARGE OF STORM WATER RUNOFF FROM DISTURBED AREAS HAVING NOT BEEN BEST MANAGEMENT PRACTICES HAVE NOT BEEN PROPERLY DESIGNED, INSTALLED, AND MAINTAINED SHALL CONSTITUTE A SEPARATE VIOLATION FOR EACH DAY ON WHICH SUCH CONDITION RESULTS IN THE TURBIDITY OF THE DISCHARGE EXCEEDING 75, THE VALUE THAT WAS SELECTED FROM APPENDIX B IN PERMIT NO. GAR 1000001. THE NTU IS BASED UPON THE DISTURBED ACREAGE OF 2.2 ACRES FOR THE PROJECT SITE, THE SURFACE WATER DRAINAGE AREA OF 10.0 SQUARE MILES, AND RECEIVING WATER WHICH SUPPORTS WARM WATER FISHERIES.

SAMPLE TYPE
ALL SAMPLING SHALL BE COLLECTED BY "GRAB SAMPLES" AND THE ANALYSIS OF THESE SAMPLES MUST BE CONDUCTED IN ACCORDANCE WITH METHODOLOGY AND TEST PROCEDURES ESTABLISHED BY 40 CFR PART 136 (UNLESS OTHER TEST PROCEDURES HAVE BEEN APPROVED); THE GUIDANCE DOCUMENT TITLED "NPDES STORM WATER SAMPLING GUIDANCE DOCUMENT, EPA 833-B-92-001" AND GUIDANCE DOCUMENTS THAT MAY BE PREPARED BY THE EPD.

PER NPDES PERMIT, GAR 100001, "SAMPLE CONTAINERS SHOULD BE LABELED PRIOR TO COLLECTING THE SAMPLES. SAMPLES SHOULD BE WELL MIXED BEFORE TRANSFERRING TO A SECONDARY CONTAINER. LARGE MOUTH, WELL-CLEANED AND RINSED GLASS OR PLASTIC JARS SHOULD BE USED FOR COLLECTING SAMPLES. THE JARS SHOULD BE CLEANSED THOROUGHLY TO AVOID CONTAMINATION. MANUAL, AUTOMATIC OR RISING STAGE SAMPLING MAY BE UTILIZED.

#34 SAMPLING POINTS AND NTU REQUIREMENTS

APPENDIX B
Nephelometric Turbidity Unity (NTU) TABLES

	COLD WATER (Trout Stream)							
	Surface Water Drainage Area, Square Miles							
	0-4.99	5-9.99	10-24.99	25-49.99	50-99.99	100-249.99	250-499.99	500+
1.00-1.10	25	50	75	150	300	500	500	500
1.001-25	25	50	75	150	300	500	500	500
25.01-50	25	25	50	75	150	300	500	500
ACRES	50.01-100	20	25	25	59	75	150	300
100.01+	20	20	25	25	55	50	60	100

	WARM WATER (SUPPORTING WARM WATER FISHERIES)							
	Surface Water Drainage Area, Square Miles							
	0-4.99	5-9.99	10-24.99	25-49.99	50-99.99	100-249.99	250-499.99	500+
1.00-1.10	25	50	75	150	300	500	500	500
1.001-25	25	50	75	150	300	500	500	500
25.01-50	25	25	50	75	150	300	500	500
ACRES	50.01-100	50	50	50	100	150	300	600
100.01+	50	50	50	50	50	100	200	100

38 & 39 ALTERNATIVE BMP'S
N/A - THERE ARE NO ALTERNATIVE BMP'S ASSOCIATED WITH THIS PROJECT.

41 & 42 WETLANDS, STATE WATERS, BUFFERS
FEMA FLOOD INSURANCE RATE MAP NO. 13045C0155D, DATED 9/19/2007 INDICATES THAT THIS PROPERTY IS LOCATED IN ZONE A .

#45 PEAK DISCHARGE FLOW
PEAK DISCHARGE PRIOR TO CONSTRUCTION: Q₁₀ = 10.17 CFS
PEAK DISCHARGE AFTER CONSTRUCTION IS COMPLETE: Q₁₀ = 10.17 CFS

#47 SOILS CHART

SOIL SERIES TABLE				
MAPPIING UNIT & SOIL NAME	SOIL TEXTURE	PERMEABILITY (K)	STRUCTURE	PERMEABILITY (IN/HR)
Cls - Chevalotte clay loam	Sandy loam	0.37	Blocky	1.28
HgD - Hulet gravelly sandy loam	Sandy clay loam	0.24	Blocky	0.88
LDD - Lashburne very heavy loamy sand	Sandy loam	0.17	Granular	5.25
MDC3 - Mottion gravelly clay loam	Clay loam	0.28	Blocky	1.28

CIVIL ENGINEERING | LANDSCAPE ARCHITECTURE | LAND PLANNING | LAND SURVEYING | MUNICIPAL SERVICES

EROSION, SEDIMENTATION & POLLUTION CONTROL PLAN CHECKLIST - STAND ALONE CONSTRUCTION PROJECTS
SWDC: WEST GEORGIA SWDC
Project Name THE CITY OF VILLA RICA
Address 813 OLD VILLA RICA RD
City/Country CITY OF VILLA RICA
BRIAN KIMSEY, P.E. - BRIAN@CARTERENGINEERING.COM
Filled Out By
10/10/2023
Date on Plans

Sheet # Included TO BE SHOWN ON ES&PC PLAN

C 6.0		1. The applicable Erosion, Sedimentation and Pollution Control Plan Checklist established by the Commission as of January 1 of the year in which the land-disturbing activity was permitted.
C 6.0 - C 6.3		2. Level II certification number issued by the Commission, signature and seal of the certified design professional
NA		3. Limits of disturbance shall be no greater than 50 acres at any one time without prior written authorization from the GAEPD District Office. If GAEPD approves the request to disturb 50 acres or more at any one time, the Plan must include at least 4 of the BMPs listed in Appendix 1 of this checklist and the GAEPD approval letter. *
C 6.0		4. The name and phone number of the 24-hour contact responsible for erosion, sedimentation and pollution controls.
C 6.0		5. Provide the name, address, email address, and phone number of primary permittee.
C 6.0		6. Note total and disturbed acreages of the project or phase under construction.
C 6.0		7. Provide the GPS location of the construction exit for the site. Give the Latitude and Longitude in decimal degrees.
ALL		8. Initial date of the Plan and the dates of any revisions made to the Plan including the entity who requested the revisions.
C 6.0 - C 6.3		9. Description of the nature of construction activity and existing site conditions.
C 6.1 - C 6.3		10. Provide vicinity map showing site's relation to surrounding areas. Include designation of specific phase, if necessary.
C 6.0		11. Identify project receiving waters and describe all sensitive adjacent areas including streams, lakes, residential areas, wetlands, marshlands, etc. which may be affected.
C 6.0		12. Design professional's certification statement and signature that the site was visited prior to development of the ES&PC Plan as stated on Part IV page 19 of the permit.
C 6.0		13. Design professional's certification statement and signature that the site was visited prior to development of the comprehensive system of BMPs and sampling to meet permit requirements as stated on Part IV page 19 of the permit.
C 6.0		14. Clearly note the statement that "The design professional who prepared the ES&PC Plan is to inspect the installation of the initial sediment storage requirements and perimeter control BMPs within 7 days after installation." in accordance with Part IV.A.5 page 25 of the permit. *
C 6.0		15. Clearly note the statement that "Non-exempt activities shall not be conducted within the 25 or 50-foot undisturbed stream buffers as measured from the point of wasted vegetation or within 25-feet of the coastal marshland buffer as measured from the Jurisdictional Determination Line without first acquiring the necessary variances and permits."
NA		16. Provide a description of any buffer encroachments and indicate whether a buffer variance is required.
C 6.0		17. Clearly note the statement that "Amendments/revisions to the ES&PC Plan which have a significant effect on BMPs with a hydraulic component must be certified by the design professional."
C 6.0		18. Clearly note the statement that "Waste materials shall not be discharged to waters of the State, except as authorized by a Section 404 permit." *
C 6.0		19. Clearly note statement that "The escape of sediment from the site shall be prevented by the installation of erosion and sediment control measures and practices prior to land disturbing activities."
C 6.0		20. Clearly note statement that "Erosion control measures will be maintained at all times. If full implementation of the approved Plan does not provide for effective erosion control, additional erosion and sediment control measures shall be implemented to control or treat the sediment source."
C 6.0		21. Clearly note the statement "Any disturbed area left exposed for a period greater than 14 days shall be stabilized with mulch or temporary seeding."

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EROSION CONTROL LEGEND			
VEGETATIVE MEASURES			
Ds1	DISTURBED AREA STABILIZATION (WITH MULCHING ONLY)	Ds3	DISTURBED AREA STABILIZATION (WITH PERMANENT VEGETATION)
Ds2	DISTURBED AREA STABILIZATION (WITH TEMPORARY SEEDING)	Du	DUST CONTROL
STRUCTURAL MEASURES			
Su	SURFACE ROUGHENING	Sd1-S	SILT FENCE TYPE SENSITIVE
Co	CONSTRUCTION EXIT	Sd1-BB	BRUSH BARRIER
Cd-Hb	HAYBALE CHECK DAM	Rd	ROCK FILTER DAM

THERE ARE STATE WATERS WITHIN 200 FEET OF THE PROJECT SITE. AN UNNAMED TRIBUTARY TO ASTIN CREEK FLOWS NORTH TO SOUTH THROUGH THE PROPERTY. THE TRIBUTARY AND STATE WATERS BUFFER IS DELINEATED ON THIS PLAN SET.

DESCRIPTION: Existing land is comprised of an existing earthen dam. The proposed project consists of rehabilitating the existing structure.

CRITICAL AREAS: There are no critical areas on site. All slopes steeper than 3:1 shall have erosion control matting installed.

DAM CONSTRUCTION AREA

PHASE 1 SEDIMENT STORAGE CALCULATIONS:

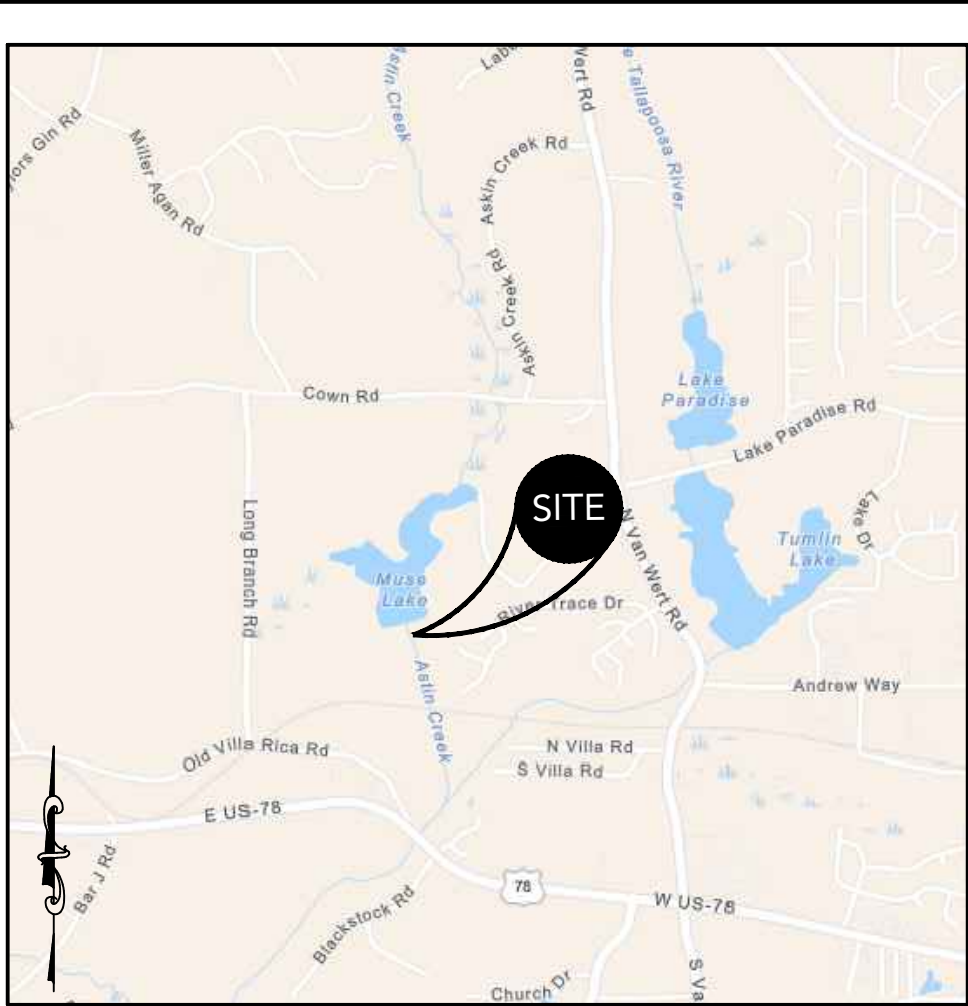
Disturbed area = 0.1 Ac
Required Sed. Storage = 0.1 Ac * 67 CY/Ac = 6.7 CY

Sed. Storage Provided by the following BMPs (See notes for calculation formulas):

Silt Fence Storage = Length of silt fence * 0.216 CY/LF = 1231.5 LF * 0.216 CY/LF = 266.0 CY

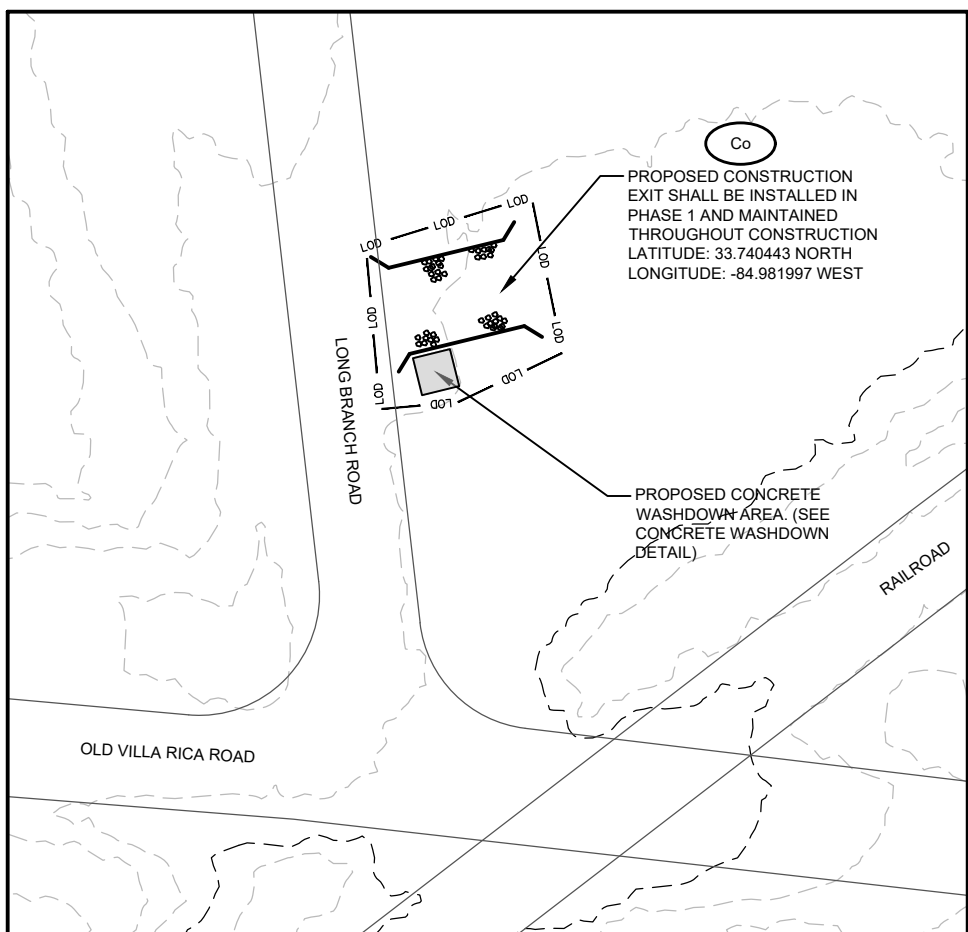
Total Volume of BMPs = 266.0 CY

NOTE: CONSTRUCTION DISTURBED AREA SHOWN ON E&SC PLAN. ALL ADDITIONAL DISTURBED AREAS SHALL BE UP GRADIENT OF THE PROPOSED BMP'S. IT IS THE CONTRACTOR'S RESPONSIBILITY TO MAINTAIN ALL BMP'S THROUGHOUT CONSTRUCTION AND PREVENT SEDIMENT FROM MIGRATING DOWN GRADIENT AT ALL TIMES.

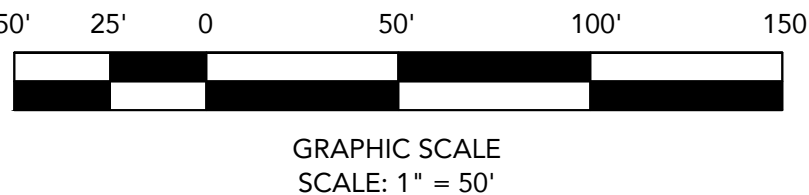


LOCATION MAP
SCALE: N.T.S.

SOIL AND EROSION CONTROL NOTES	
DEVELOPER/OWNER	CITY OF VILLA RICA 571 WEST BANKHEAD HIGHWAY VILLA RICA, GA 30180
24-HOUR CONTACT	LOUISE CLARKE 678.840.1210
PROJECT DESCRIPTION:	
THE PROJECT INCLUDES THE REHABILITATION OF AN EXISTING EARTHEN DAM.	
EXISTING CONDITIONS:	
EXISTING LAND IS COMPRISED OF A AN EXISTING EARTHEN DAM.	
TOTAL TRACT:	185.85 AC
DISTURBED AREA:	2.2 AC
CRITICAL AREAS: THERE ARE NO CRITICAL AREAS ON SITE. ALL SLOPES STEEPER THAN 3:1 SHALL HAVE EROSION CONTROL MATTING INSTALLED. THERE ARE NO STATE WATERS WITHIN 200 FEET OF THE PROJECT SITE. THERE ARE NO WETLANDS LOCATED ON OR WITHIN THE PROJECT LIMITS.	
1. ADDITIONAL MEASURES WILL BE ADDED IF DEEMED NECESSARY BY ON SITE INSPECTION.	
2. THE ESCAPE OF SEDIMENT FROM THE SITE SHALL BE PREVENTED BY THE INSTALLATION OF EROSION AND SEDIMENT CONTROL MEASURES AND PRACTICES PRIOR TO, OR CONCURRENT WITH, LAND-DISTURBING ACTIVITIES.	
3. EROSION CONTROL MEASURES SHALL BE MAINTAINED AT ALL TIMES. IF FULL IMPLEMENTATION OF THE APPROVED PLAN DOES NOT PROVIDE FOR EFFECTIVE EROSION CONTROL, ADDITIONAL EROSION AND SEDIMENT CONTROL MEASURES SHALL BE IMPLEMENTED TO CONTROL OR TREAT THE SEDIMENT SOURCE. PRACTICES WILL BE CHECKED DAILY.	
4. STANDARD AND SPECIFICATIONS: ALL DESIGN WILL CONFORM TO AND ALL WORK WILL BE PERFORMED IN ACCORDANCE WITH THE STANDARDS AND SPECIFICATIONS SET FORTH IN THE STATE APPROVED EROSION CONTROL DESIGN MANUAL.	
5. THE CONTRACTOR SHALL OBSERVE THE PROJECT SCHEDULE SHOWN ON THE PLANS. THE CONTRACTOR SHALL MAINTAIN CAREFUL SCHEDULING AND PERFORMANCE TO INSURE THAT LAND STRIPPED OF ITS NATURAL COVER IS EXPOSED ONLY IN SMALL TIME PERIODS.	
6. PRIOR TO COMMENCING LAND DISTURBING ACTIVITY, THE LIMITS OF LAND DISTURBANCE AND ALL STREAM BUFFERS SHALL BE CLEARLY AND ACCURATELY DEMARCATED WITH STAKES, RIBBONS, AND/OR OTHER APPROPRIATE MEANS. THE LOCATION AND EXTENT OF ALL AUTHORIZED LAND DISTURBANCE ACTIVITY SHALL BE DEMARCATED FOR THE DURATION OF THE CONSTRUCTION AND NO LAND DISTURBANCE SHALL OCCUR OUTSIDE APPROVED LIMITS.	
7. A STABILIZED CONSTRUCTION ENTRANCE SHALL BE INSTALLED AT EACH POINT OF ENTRY/EXIT FROM THE SITE ONTO ANY PUBLIC ROADWAY PRIOR TO ANY OTHER CONSTRUCTION.	
8. AS INDICATED ON THE ACTIVITY SCHEDULE ON THE SHEET LABELED 'EROSION CONTROL NOTES', SEDIMENT CONTROLS AT THE PERIMETER AND THE CONSTRUCTION EXITS WILL BE CONSTRUCTED PRIOR TO CLEARING OR GRADING OF ANY PORTION OF THE SITE.	
9. ANY DISTURBED AREA LEFT EXPOSED FOR A PERIOD GREATER THAN 7 DAYS SHALL BE STABILIZED WITH MULCH OR TEMPORARY SEEDING.	
10. ONCE CONSTRUCTION ACTIVITY CEASES PERMANENTLY IN AN AREA, THAT AREA WILL BE STABILIZED WITH PERMANENT SEED AND MULCH. AFTER THE ENTIRE SITE IS STABILIZED, ALL ACCUMULATED SEDIMENT WILL BE REMOVED AND DISPOSED OF PROPERLY AND ALL PERIMETER SEDIMENT CONTROLS WILL BE REMOVED.	
11. ALL DRAIN INLET PROTECTION DEVICES ARE TO BE REMOVED WITHIN 30 DAYS AFTER THE SITE HAS BEEN STABILIZED, OR WHEN INLET PROTECTION IS NO LONGER NEEDED. THE AREA AROUND THE INLET IS TO BE CLEANED AND RE-GRADED. IN ADDITION, THE INSIDE OF THE STORM DRAIN INLET MUST BE CLEARED AND BE FREE OF SEDIMENT AND DEBRIS AT THE TIME OF FINAL INSPECTION.	
12. THE CONTRACTOR SHALL BE RESPONSIBLE FOR REMOVING ALL TEMPORARY BMP'S.	



CONSTRUCTION EXIT VICINITY MAP
SCALE: 1" = 40'



REVISION BLOCK	REVISION DATE & DESCRIPTION
1	10.10.23 - INITIAL SUBMITTAL
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EARTHEN DAM DESIGN
PLANS
OF
LITTLE TALLAPOOSA RIVER W/S STR. #31
022-029-01886 - 33.745150, -84.974470

SHEET TITLE:
E&SC PLAN PHASE 1

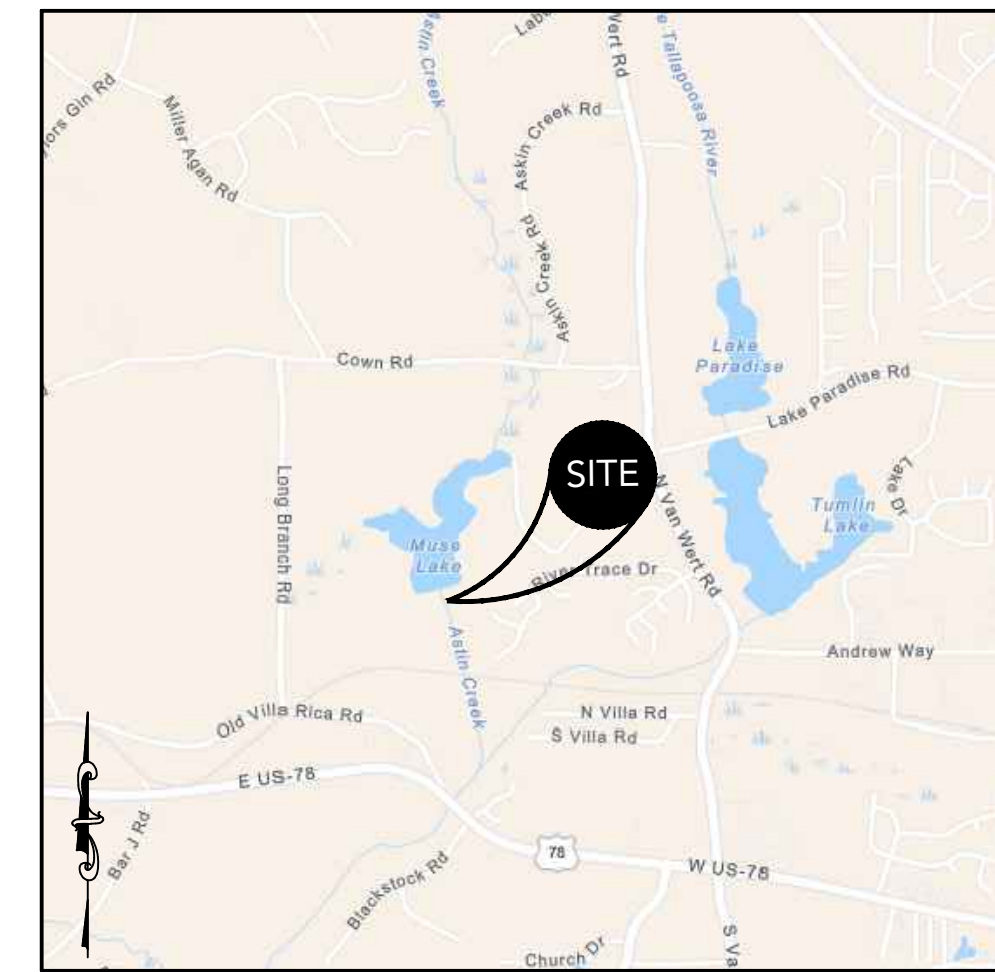
PROJECT NAME:
CITY OF VILLA RICA

SHEET NUMBER:
C 6.1

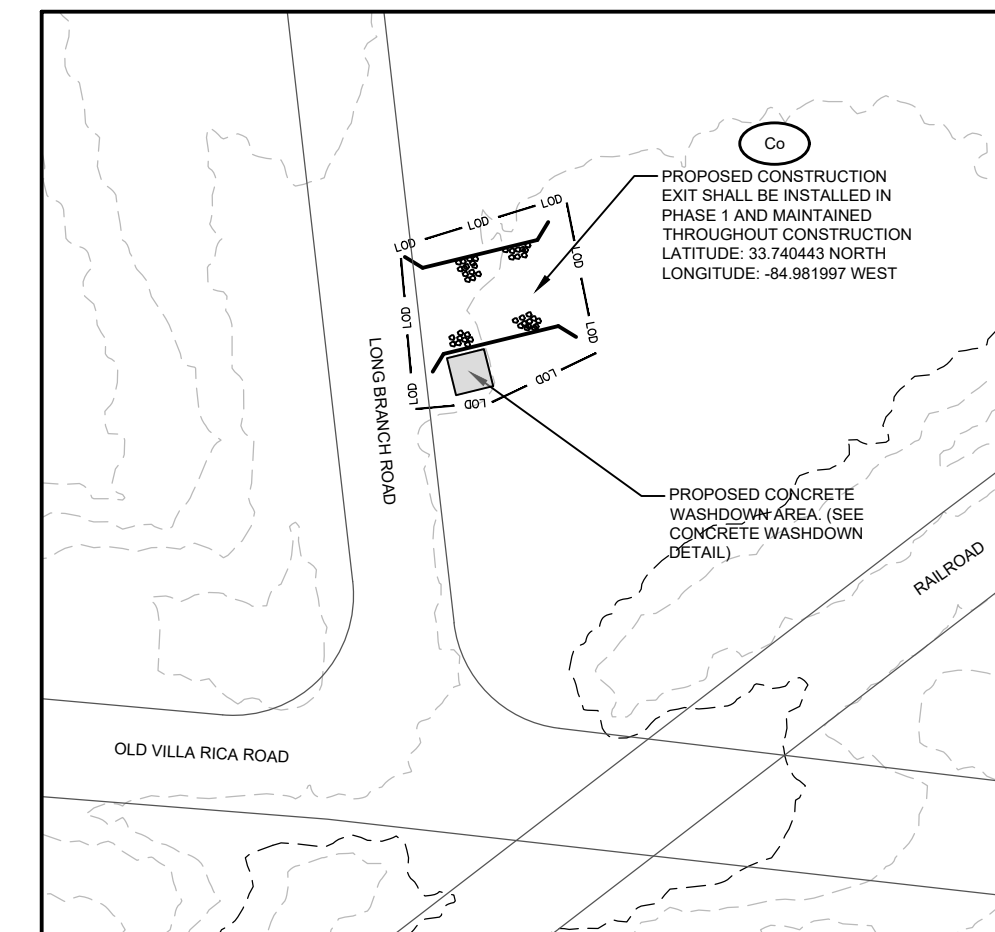
PROJECT NUMBER:
22001CVR

DATE:
10.10.23

ENGINEER/DESIGNER NOT RESPONSIBLE FOR COST CHANGES DURING PRELIMINARY PHASE. BIDS & QUOTES SHALL BE BASED ON PLAN SETS LABELED 'ISSUE FOR CONSTRUCTION'. BIDS & QUOTES SHALL BE REVISED BASED ON PLANS LABELED 'ISSUE FOR CONSTRUCTION'.



SOIL AND EROSION CONTROL NOTES	
DEVELOPER/OWNER	CITY OF VILLA RICA 571 WEST BANKHEAD HIGHWAY VILLA RICA, GA 30180
24-HOUR CONTACT	LOUISE CLARKE 678.840.1210
PROJECT DESCRIPTION:	
THE PROJECT INCLUDES THE REHABILITATION OF AN EXISTING EARTHEN DAM.	
EXISTING CONDITIONS:	
EXISTING LAND IS COMPRISED OF A AN EXISTING EARTHEN DAM.	
TOTAL TRACT:	185.85 AC
DISTURBED AREA:	2.2 AC
CRITICAL AREAS: THERE ARE NO CRITICAL AREAS ON SITE. ALL SLOPES STEEPER THAN 3:1 SHALL HAVE EROSION CONTROL MATTING INSTALLED. THERE ARE NO STATE WATERS WITHIN 200 FEET OF THE PROJECT SITE. THERE ARE NO WETLANDS LOCATED ON OR WITHIN THE PROJECT LIMITS. 1. ADDITIONAL MEASURES WILL BE ADDED IF DEEMED NECESSARY BY ON-SITE INSPECTION. 2. THE ESCAPE OF SEDIMENT FROM THE SITE SHALL BE PREVENTED BY THE INSTALLATION OF EROSION AND SEDIMENT CONTROL MEASURES AND PRACTICES PRIOR TO, OR CONCURRENT WITH, LAND-DISTURBING ACTIVITIES. 3. EROSION CONTROL MEASURES SHALL BE MAINTAINED AT ALL TIMES. IF FULL IMPLEMENTATION OF THE APPROVED PLAN DOES NOT PROVIDE FOR EFFECTIVE EROSION CONTROL, ADDITIONAL EROSION AND SEDIMENT CONTROL MEASURES SHALL BE IMPLEMENTED TO CONTROL OR TREAT THE SEDIMENT SOURCE. PRACTICES WILL BE CHECKED DAILY. 4. STANDARD AND SPECIFICATIONS: ALL DESIGN WILL CONFORM TO AND ALL WORK WILL BE PERFORMED IN ACCORDANCE WITH THE STANDARDS AND SPECIFICATIONS SET FORTH IN THE STATE APPROVED EROSION CONTROL DESIGN MANUAL. 5. THE CONTRACTOR SHALL OBSERVE THE PROJECT SCHEDULE SHOWN ON THE PLANS. THE CONTRACTOR SHALL MAINTAIN CAREFUL SCHEDULING AND PERFORMANCE TO INSURE THAT LAND STRIPPED OF ITS NATURAL COVER IS EXPOSED ONLY IN SMALL TIME PERIODS. 6. PRIOR TO COMMENCING LAND DISTURBING ACTIVITY, THE LIMITS OF LAND DISTURBANCE AND ALL STREAM BUFFERS SHALL BE CLEARLY AND ACCURATELY DEMARCATED WITH STAKES, FLAGSTICKS, AND/OR OTHER APPROVED MARKING. THE LOCATION AND EXTENT OF ALL AUTHORIZED LAND DISTURBANCE ACTIVITY SHALL BE DEMARCATED FOR THE DURATION OF THE CONSTRUCTION AND NO LAND DISTURBANCE SHALL OCCUR OUTSIDE APPROVED LIMITS. 7. A STABILIZED CONSTRUCTION ENTRANCE SHALL BE INSTALLED AT EACH POINT OF ENTRY/EXIT FROM THE SITE ONTO ANY PUBLIC ROADWAY PRIOR TO ANY OTHER CONSTRUCTION. 8. AS INDICATED ON THE ACTIVITY SCHEDULE ON THE SHEET LABELED "EROSION CONTROL NOTES," SEDIMENT CONTROLS AT THE PERIMETER AND THE CONSTRUCTION EXITS WILL BE CONSIDERED PRIOR TO CLEARING OR GRADING OF ANY PORTION OF THE SITE. 9. ANY DISTURBED AREA LEFT EXPOSED FOR A PERIOD GREATER THAN 7 DAYS SHALL BE STABILIZED WITH MULCH OR TEMPORARY SEEDING. 10. ONCE CONSTRUCTION ACTIVITY CEASES PERMANENTLY IN AN AREA, THAT AREA WILL BE STABILIZED WITH PERMANENT SEED AND MULCH. IF THE EROSION IS NO LONGER NEEDED, ALL ACCUMULATED SEDIMENT WILL BE REMOVED AND DISPOSED OF PROPERLY AND ALL PERIMETER SEDIMENT CONTROLS WILL BE REMOVED. 11. ALL DRAIN INLET PROTECTION DEVICES ARE TO BE REMOVED WITHIN 30 DAYS AFTER THE SITE HAS BEEN STABILIZED, OR WHEN PROTECTION IS NO LONGER NEEDED. THE AREA AROUND THE INLET IS TO BE CLEANED AND RE-GRADED. IN ADDITION, THE INSIDE OF THE STORM DRAIN INLET MUST BE CLEANED AND BE FREE OF SEDIMENT AND DEBRIS AT THE TIME OF FINAL INSPECTION. 12. THE CONTRACTOR SHALL BE RESPONSIBLE FOR REMOVING ALL TEMPORARY BMPs.	




 GRID NORTH
 SCALE: 1" = 50'

THE STATE WATERS WITHIN 200 FEET OF THE PROJECT SITE, AN UNNAMED TRIBUTARY TO ASTIN CREEK FLOWS NORTH TO SOUTH THROUGH THE PROPERTY. THE TRIBUTARY AND STATE WATERS BUFFER IS DELINEATED ON THIS PLAN SET.

DESCRIPTION: Existing land is comprised of an existing earthen dam. The proposed project consists of rehabilitating the existing structure.

CRITICAL AREAS: There are no critical areas on site. All slopes steeper than 3:1 shall have erosion control matting installed.

DAM CONSTRUCTION AREA

PHASE 2B3 SEDIMENT STORAGE CALCULATIONS:

Disturbed area = 2.2 Ac
Required Sed. Storage = $2.2 \text{ Ac} \times 67 \text{ CY/Ac} = 147.4 \text{ CY}$

Sed. Storage Provided by the following BMPs (See notes for calculation formulas):

- Silt Fence Storage = Length of silt fence * $0.216 \text{ CY/LF} = 1231.5 \text{ LF} \times 0.216 \text{ CY/LF} = 266.0 \text{ CY}$

Total Volume of BMPs = 266.0 CY

NOTE:
CONSTRUCTION DISTURBED AREA SHOWN ON ERSC PLAN. ALL ADDITIONAL DISTURBED AREAS SHALL BE UP GRADIENT OF THE PROPOSED BMP'S. IT IS THE CONTRACTOR'S RESPONSIBILITY TO MAINTAIN ALL BMP'S THROUGHOUT CONSTRUCTION AND PREVENT SEDIMENT FROM MIGRATING DOWN GRADIENT AT ALL TIMES.

REVISION BLOCK		REVISION DATE & DESCRIPTION
ISSUE		10.10.23 - INITIAL SUBMITTAL
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**EARTHEN DAM DESIGN
PLANS
OF
LITTLE TALLAPOOSA RIVER W/S STR. #31
022-029-01886 - 33.745150, -84.974470**

SHEET TITLE:
E&SC PLAN PHASE 2

PROJECT NAME:
CITY OF VIL
RICA

SHEET NUMBER:
C 6.2

PROJECT NUMBER:
22001CVF

DATE: 10.10.23

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EROSION CONTROL LEGEND			
VEGETATIVE MEASURES			
Ds1	DISTURBED AREA STABILIZATION (WITH MULCHING ONLY)	Ds3	DISTURBED AREA STABILIZATION (WITH PERMANENT VEGETATION)
Ds2	DISTURBED AREA STABILIZATION (WITH TEMPORARY SEEDING)	Du	DUST CONTROL
STRUCTURAL MEASURES			
Su	SURFACE ROUGHENING	Sd1-S	SILT FENCE TYPE SENSITIVE
Co	CONSTRUCTION EXIT	Sd1-BB	BRUSH BARRIER
Cd-Hb	HAYBALE CHECK DAM	Rd	ROCK FILTER DAM

THERE ARE STATE WATERS WITHIN 200 FEET OF THE PROJECT SITE. AN UNNAMED TRIBUTARY TO ASTIN CREEK FLOWS NORTH TO SOUTH THROUGH THE PROPERTY. THE TRIBUTARY AND STATE WATERS BUFFER IS DELINEATED ON THIS PLAN SET.

DESCRIPTION: Existing land is comprised of an existing earthen dam. The proposed project consists of rehabilitating the existing structure.

CRITICAL AREAS: There are no critical areas on site. All slopes steeper than 3:1 shall have erosion control matting installed.

DAM CONSTRUCTION AREA

PHASE 2&3 SEDIMENT STORAGE CALCULATIONS:

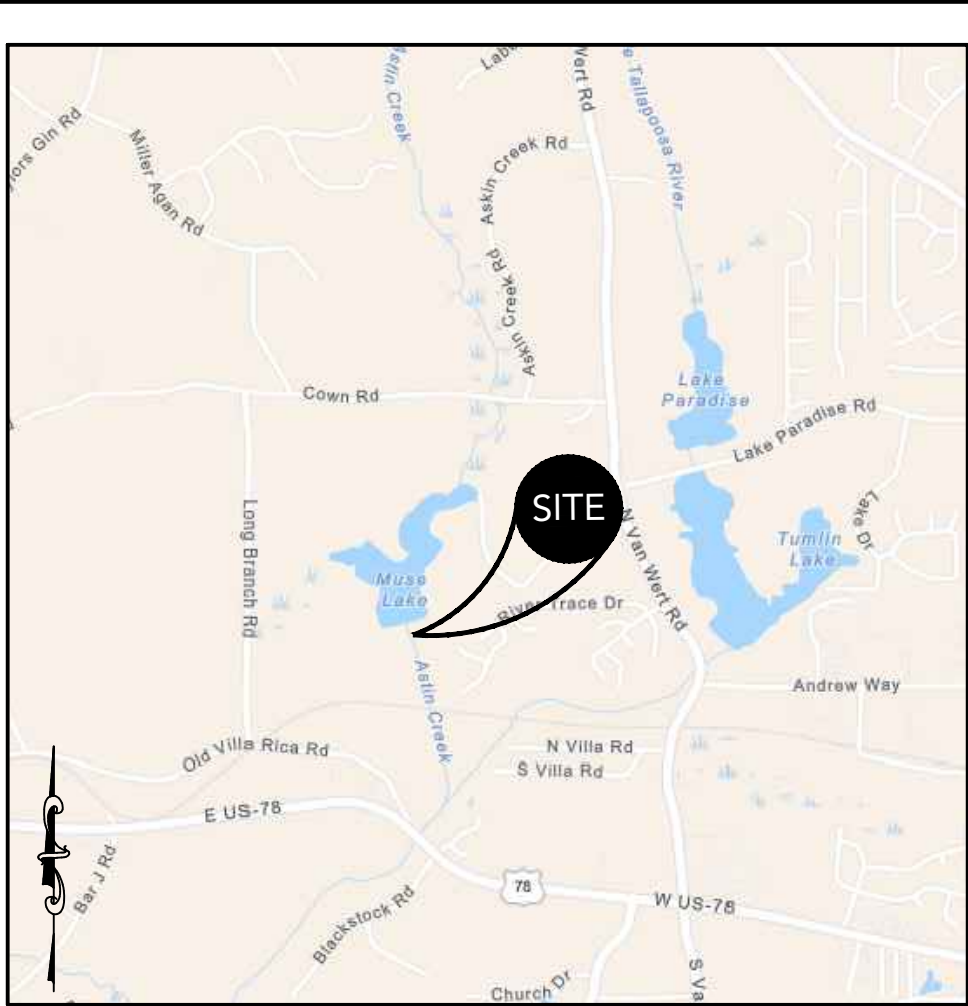
Disturbed area = 2.2 Ac
Required Sed. Storage = 2.2 Ac * 67 CY/Ac = 147.4 CY

Sed. Storage Provided by the following BMPs (See notes for calculation formulas):

Silt Fence Storage = Length of silt fence * 0.216 CY/LF = 1231.5 LF * 0.216 CY/LF = 266.0 CY

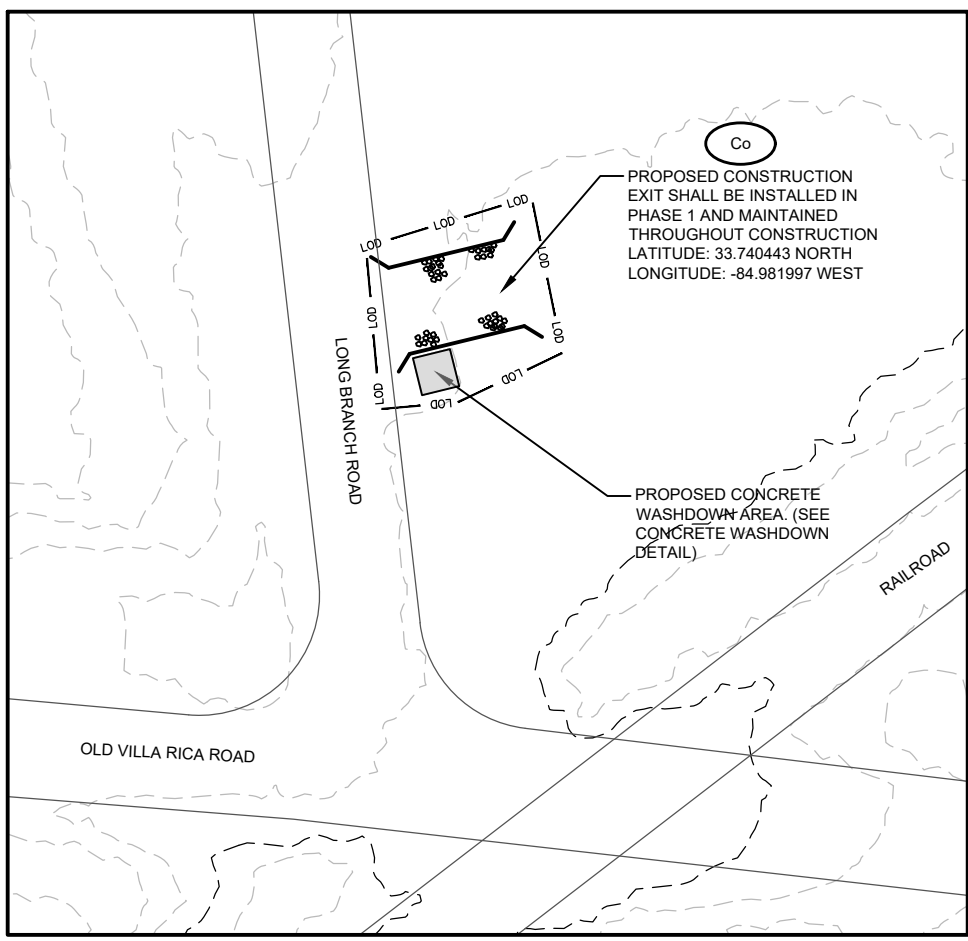
Total Volume of BMPs = 266.0 CY

NOTE: CONSTRUCTION DISTURBED AREA SHOWN ON E&SC PLAN. ALL ADDITIONAL DISTURBED AREAS SHALL BE UP GRADIENT OF THE PROPOSED BMP'S. IT IS THE CONTRACTOR'S RESPONSIBILITY TO MAINTAIN ALL BMP'S THROUGHOUT CONSTRUCTION AND PREVENT SEDIMENT FROM MIGRATING DOWN GRADIENT AT ALL TIMES.

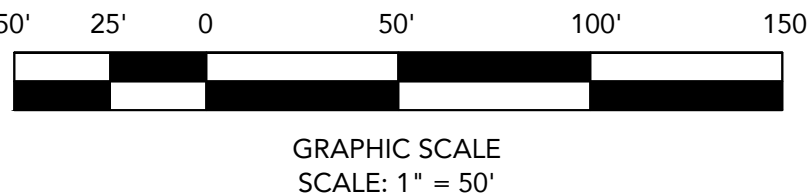


LOCATION MAP
SCALE: N.T.S.

SOIL AND EROSION CONTROL NOTES	
DEVELOPER/OWNER	CITY OF VILLA RICA 571 WEST BANKHEAD HIGHWAY VILLA RICA, GA 30180
24-HOUR CONTACT	LOUISE CLARKE 678.840.1210
PROJECT DESCRIPTION:	
THE PROJECT INCLUDES THE REHABILITATION OF AN EXISTING EARTHEN DAM.	
EXISTING CONDITIONS:	
EXISTING LAND IS COMPRISED OF AN AN EXISTING EARTHEN DAM.	
TOTAL TRACT:	185.85 AC
DISTURBED AREA:	2.2 AC
CRITICAL AREAS: THERE ARE NO CRITICAL AREAS ON SITE. ALL SLOPES STEEPER THAN 3:1 SHALL HAVE EROSION CONTROL MATTING INSTALLED. THERE ARE NO STATE WATERS WITHIN 200 FEET OF THE PROJECT SITE. THERE ARE NO WETLANDS LOCATED ON OR WITHIN THE PROJECT LIMITS.	
1. ADDITIONAL MEASURES WILL BE ADDED IF DEEMED NECESSARY BY ON SITE INSPECTION.	
2. THE ESCAPE OF SEDIMENT FROM THE SITE SHALL BE PREVENTED BY THE INSTALLATION OF EROSION AND SEDIMENT CONTROL MEASURES AND PRACTICES PRIOR TO, OR CONCURRENT WITH, LAND-DISTURBING ACTIVITIES.	
3. EROSION CONTROL MEASURES SHALL BE MAINTAINED AT ALL TIMES. IF FULL IMPLEMENTATION OF THE APPROVED PLAN DOES NOT PROVIDE FOR EFFECTIVE EROSION CONTROL, ADDITIONAL EROSION AND SEDIMENT CONTROL MEASURES SHALL BE IMPLEMENTED TO CONTROL OR TREAT THE SEDIMENT SOURCE. PRACTICES WILL BE CHECKED DAILY.	
4. STANDARD AND SPECIFICATIONS: ALL DESIGN WILL CONFORM TO AND ALL WORK WILL BE PERFORMED IN ACCORDANCE WITH THE STANDARDS AND SPECIFICATIONS SET FORTH IN THE STATE APPROVED EROSION CONTROL DESIGN MANUAL.	
5. THE CONTRACTOR SHALL OBSERVE THE PROJECT SCHEDULE SHOWN ON THE PLANS. THE CONTRACTOR SHALL MAINTAIN CAREFUL SCHEDULING AND PERFORMANCE TO INSURE THAT LAND STRIPPED OF ITS NATURAL COVER IS EXPOSED ONLY IN SMALL TIME PERIODS.	
6. PRIOR TO COMMENCING LAND DISTURBING ACTIVITY, THE LIMITS OF LAND DISTURBANCE AND ALL STREAM BUFFERS SHALL BE CLEARLY AND ACCURATELY DEMARCATED WITH STAKES, RIBBONS, AND/OR OTHER APPROPRIATE MEANS. THE LOCATION AND EXTENT OF ALL AUTHORIZED LAND DISTURBANCE ACTIVITY SHALL BE DEMARCATED FOR THE DURATION OF THE CONSTRUCTION AND NO LAND DISTURBANCE SHALL OCCUR OUTSIDE APPROVED LIMITS.	
7. A STABILIZED CONSTRUCTION ENTRANCE SHALL BE INSTALLED AT EACH POINT OF ENTRY/EXIT FROM THE SITE ONTO ANY PUBLIC ROADWAY PRIOR TO ANY OTHER CONSTRUCTION.	
8. AS INDICATED ON THE ACTIVITY SCHEDULE ON THE SHEET LABELED "EROSION CONTROL NOTES", SEDIMENT CONTROLS AT THE PERIMETER AND THE CONSTRUCTION EXITS WILL BE CONSTRUCTED PRIOR TO CLEARING OR GRADING OF ANY PORTION OF THE SITE.	
9. ANY DISTURBED AREA LEFT EXPOSED FOR A PERIOD GREATER THAN 7 DAYS SHALL BE STABILIZED WITH MULCH OR TEMPORARY SEEDING.	
10. ONCE CONSTRUCTION ACTIVITY CEASES PERMANENTLY IN AN AREA, THAT AREA WILL BE STABILIZED WITH PERMANENT SEED AND MULCH. AFTER THE ENTIRE SITE IS STABILIZED, ALL ACCUMULATED SEDIMENT WILL BE REMOVED AND DISPOSED OF PROPERLY AND ALL PERIMETER SEDIMENT CONTROLS WILL BE REMOVED.	
11. ALL DRAIN INLET PROTECTION DEVICES ARE TO BE REMOVED WITHIN 30 DAYS AFTER THE SITE HAS BEEN STABILIZED, OR WHEN INLET PROTECTION IS NO LONGER NEEDED. THE AREA AROUND THE INLET IS TO BE CLEANED AND RE-GRADED. IN ADDITION, THE INSIDE OF THE STORM DRAIN INLET MUST BE CLEARED AND BE FREE OF SEDIMENT AND DEBRIS AT THE TIME OF FINAL INSPECTION.	
12. THE CONTRACTOR SHALL BE RESPONSIBLE FOR REMOVING ALL TEMPORARY BMP'S.	



CONSTRUCTION EXIT VICINITY MAP
SCALE: 1" = 40'



REVISION BLOCK	REVISION DATE & DESCRIPTION
1	10.10.23 - INITIAL SUBMITTAL
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**EARTHEN DAM DESIGN
PLANS
OF
LITTLE TALLAPOOSA RIVER W/S STR. #31**
022-029-01886 - 33.745150, -84.974470

SHEET TITLE:
E&SC PLAN PHASE 3

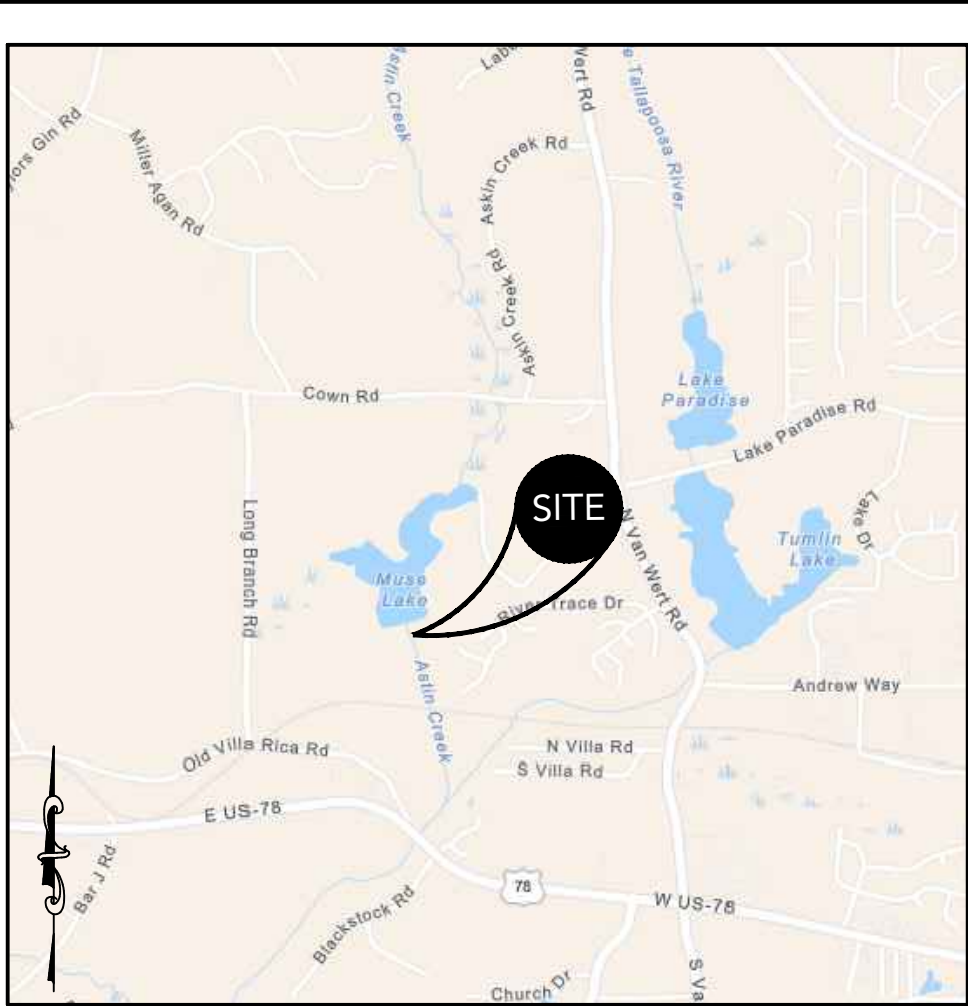
PROJECT NAME:
CITY OF VILLA RICA

SHEET NUMBER:
C 6.3

PROJECT NUMBER:
22001CVR
DATE:
10.10.23

ENGINEER/DESIGNER NOT RESPONSIBLE FOR COST CHANGES DURING PRELIMINARY PHASE. BIDS & QUOTES SHALL BE BASED ON PLAN SETS LABELED "ISSUE FOR BID". BIDS & QUOTES SHALL BE REVISED BASED ON PLANS LABELED "ISSUE FOR CONSTRUCTION".

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LOCATION MAP
SCALE: N.T.S.

SOIL AND EROSION CONTROL NOTES

DEVELOPER/OWNER

CITY OF VILLA RICA
571 WEST BANKHEAD HIGHWAY
VILLA RICA, GA 30180

24-HOUR CONTACT

LOUISE CLARKE
678.840.1210

PROJECT DESCRIPTION:

THE PROJECT INCLUDES THE REHABILITATION OF AN EXISTING EARTHEN DAM.

EXISTING CONDITIONS:

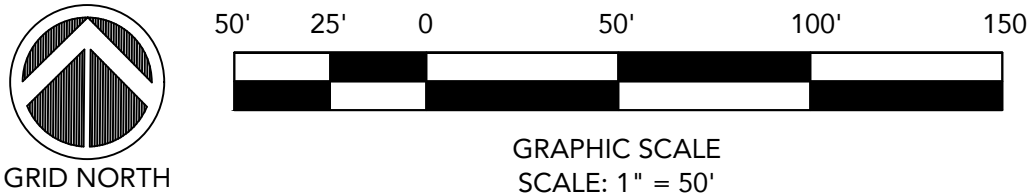
EXISTING LAND IS COMPRISED OF A AN EXISTING EARTHEN DAM.

TOTAL TRACT: 185.85 AC

DISTURBED AREA: 2.2 AC

CRITICAL AREAS: THERE ARE NO CRITICAL AREAS ON SITE. ALL SLOPES STEEPER THAN 3:1 SHALL HAVE EROSION CONTROL MATTING INSTALLED. THERE ARE NO STATE WATERS WITHIN 200 FEET OF THE PROJECT SITE. THERE ARE NO WETLANDS LOCATED ON OR WITHIN THE PROJECT LIMITS.
1. ADDITIONAL MEASURES WILL BE ADDED IF DEEMED NECESSARY BY ON SITE INSPECTION.
2. THE ESCAPE OF SEDIMENT FROM THE SITE SHALL BE PREVENTED BY THE INSTALLATION OF EROSION AND SEDIMENT CONTROL MEASURES AND PRACTICES PRIOR TO, OR CONCURRENT WITH, LAND-DISTURBING ACTIVITIES.
3. EROSION CONTROL MEASURES SHALL BE MAINTAINED AT ALL TIMES. IF FULL IMPLEMENTATION OF THE APPROVED PLAN DOES NOT PROVIDE FOR EFFECTIVE EROSION CONTROL, ADDITIONAL EROSION AND SEDIMENT CONTROL MEASURES SHALL BE IMPLEMENTED TO CONTROL OR TREAT THE SEDIMENT SOURCE. PRACTICES WILL BE CHECKED DAILY.
4. STANDARD AND SPECIFICATIONS: ALL DESIGN WILL CONFORM TO AND ALL WORK WILL BE PERFORMED IN ACCORDANCE WITH THE STANDARDS AND SPECIFICATIONS SET FORTH IN THE STATE APPROVED EROSION CONTROL DESIGN MANUAL.
5. THE CONTRACTOR SHALL OBSERVE THE PROJECT SCHEDULE SHOWN ON THE PLANS. THE CONTRACTOR SHALL MAINTAIN CAREFUL SCHEDULING AND PERFORMANCE TO INSURE THAT LAND STRIPPED OF ITS NATURAL COVER IS EXPOSED ONLY IN SMALL TIME PERIODS.
6. PRIOR TO COMMENCING LAND DISTURBING ACTIVITY, THE LIMITS OF LAND DISTURBANCE AND ALL STREAM BUFFERS SHALL BE CLEARLY AND ACCURATELY DEMARCATED WITH STAKES, RIBBONS, AND/OR OTHER APPROPRIATE MEANS. THE LOCATION AND EXTENT OF ALL AUTHORIZED LAND DISTURBANCE ACTIVITY SHALL BE DEMARCATED FOR THE DURATION OF THE CONSTRUCTION AND NO LAND DISTURBANCE SHALL OCCUR OUTSIDE APPROVED LIMITS.
7. A STABILIZED CONSTRUCTION ENTRANCE SHALL BE INSTALLED AT EACH POINT OF ENTRY/EXIT FROM THE SITE ONTO ANY PUBLIC ROADWAY PRIOR TO ANY OTHER CONSTRUCTION.
8. AS INDICATED ON THE ACTIVITY SCHEDULE ON THE SHEET LABELED "EROSION CONTROL NOTES", SEDIMENT CONTROLS AT THE PERIMETER AND THE CONSTRUCTION EXITS WILL BE CONSTRUCTED PRIOR TO CLEARING OR GRADING OF ANY PORTION OF THE SITE.
9. ANY DISTURBED AREA LEFT EXPOSED FOR A PERIOD GREATER THAN 7 DAYS SHALL BE STABILIZED WITH MULCH OR TEMPORARY SEEDING.
10. ONCE CONSTRUCTION ACTIVITY CEASES PERMANENTLY IN AN AREA, THAT AREA WILL BE STABILIZED WITH PERMANENT SEED AND MULCH. AFTER THE ENTIRE SITE IS STABILIZED, ALL ACCUMULATED SEDIMENT WILL BE REMOVED AND DISPOSED OF PROPERLY AND ALL PERIMETER SEDIMENT CONTROLS WILL BE REMOVED.
11. ALL DRAIN INLET PROTECTION DEVICES ARE TO BE REMOVED WITHIN 30 DAYS AFTER THE SITE HAS BEEN STABILIZED, OR WHEN INLET PROTECTION IS NO LONGER NEEDED. THE AREA AROUND THE INLET IS TO BE CLEANED AND RE-GRADED. IN ADDITION, THE INSIDE OF THE STORM DRAIN INLET MUST BE CLEARED AND BE FREE OF SEDIMENT AND DEBRIS AT THE TIME OF FINAL INSPECTION.
12. THE CONTRACTOR SHALL BE RESPONSIBLE FOR REMOVING ALL TEMPORARY BMPS.

SOIL SERIES TABLE				
MAPPIHG UNIT & SOIL NAME	SOIL TEXTURE	ERODIBILITY (K)	STRUCTURE	PERMEABILITY (IN/HK)
Cts - Chevalier silt loam	Sandy loam	0.37	Blocky	1.28
HgD3 - Hater gravelly sandy clay loam	Sandy clay loam	0.24	Blocky	0.88
LDD - Loudburg stony loamy sand	Sandy loam	0.17	Granular	5.25
MDC3 - Madison gravelly clay loam	Clay loam	0.28	Blocky	1.28



REVISION BLOCK	REVISION DATE & DESCRIPTION
ISSUE	10.10.23 - INITIAL SUBMITTAL
1	...
2	...
3	...
4	...
5	...
6	...
7	...
8	...



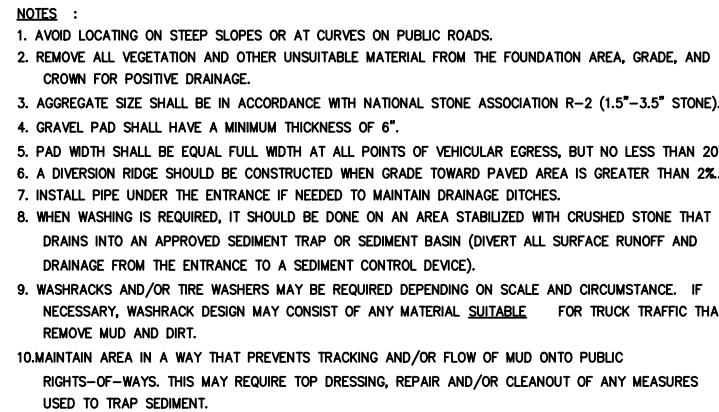
**CARTER
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EARTHEN DAM DESIGN
PLANS
OF
LITTLE TALLAPOOSA RIVER W/S STR. #31
022-029-01886 - 33.745150, -84.974470

SHEET TITLE:	SOILS MAP
PROJECT NAME:	CITY OF VILLA RICA
SHEET NUMBER:	C 6.4
PROJECT NUMBER:	22001CVR
DATE:	10.10.23

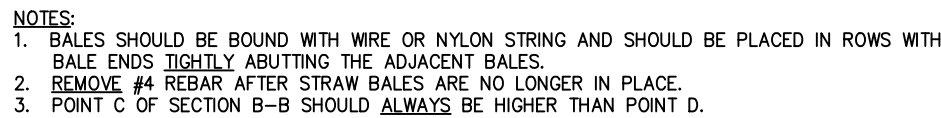
ENGINEER/DRAWN NOT RESPONSIBLE FOR COST CHANGES DURING PRELIMINARY PHASE. BIDS & QUOTES SHALL BE BASED ON PLAN SETS LABELED "ISSUE FOR BID". BIDS & QUOTES SHALL BE REVISED BASED ON PLANS LABELED "ISSUE FOR CONSTRUCTION".



Co



Rd



Cd-Hb

1. CONFIRM LOCATION OF AND CONSTRUCT/INSTALL SILT FENCES AND CHECK DAMS AS SHOWN ON THE DRAWINGS AND IN ACCORDANCE WITH MANUAL FOR EROSION AND SEDIMENT CONTROL IN GEORGIA.
2. ADD TOPSOIL/SURFACE ROUGHEN AS REQUIRED TO PROVIDE BED FOR PERMANENT
3. APPLY PERMANENT SOIL STABILIZATION.
4. AREAS TO BE LEFT SOORM FOR LONGER THAN 7 DAYS THAT HAVE NOT ALREADY BEEN PERMANENTLY SEEDDED MUST BE TEMPORARILY STABILIZED.
5. AFTER GROUND COVER IS WELL ESTABLISHED AND THE SITE IS STABILIZED, RETURN TO THE SITE TO REMOVE ALL TEMPORARY MEASURES AND INSTALL PERMANENT VEGETATION TO ALL AREAS DISTURBED BY TEMPORARY MEASURES.
6. REMOVE EROSION CONTROL MEASURES WITHIN 30 CALENDAR DAYS AFTER FINAL SITE STABILIZATION.

EROSION CONTROL MEASURES WILL BE MAINTAINED AT ALL TIMES. ALL EROSION CONTROL MEASURES SHALL BE INSPECTED DAILY AND AFTER EACH HEAVY RUNOFF PRODUCING RAINFALL. ALL NEEDED REPAIRS SHALL BE MADE IMMEDIATELY TO MAINTAIN A FUNCTIONING EROSION CONTROL SYSTEM. THE FAILURE OF ANY EROSION CONTROL DEVICE TO FUNCTION AS INTENDED, FOR ANY REASON, SHALL BE CORRECTED IMMEDIATELY. ADDITIONAL EROSION AND SEDIMENT CONTROL MEASURES WILL BE INSTALLED IF DEEMED NECESSARY BY ON-SITE INSPECTION. STRUCTURES THAT SHALL BE INSPECTED INCLUDE:

SEEDING (Ds2) AND FERTILIZING (Ds3)
 SEEDED AREA SHALL BE INSPECTED FOR FAILURE AND NECESSARY REPAIRS SHALL BE MADE WITHIN THE SAME SEASON, IF POSSIBLE.

SILT FENCE (Sd1)
ANY FABRIC WHICH COLLAPSES, TEARS, DECOMPOSES, OR BECOMES INEFFECTIVE WILL BE REPLACED IMMEDIATELY. REMOVE SEDIMENT DEPOSITS BEHIND FENCE WHEN SEDIMENT ACCUMULATES TO 6 INCHES.

ROCK FILTER DAM (Rd), CHECK DAM (Cd) OR BRUSH BARRIERS (Sd1-Bb)
INSPECT FOR SIGNIFICANT EROSION AROUND THE EDGES AND BETWEEN BARRIERS. REMOVE SEDIMENT ACCUMULATED BEHIND THE DAMS AS REQUIRED TO PREVENT DAMAGE TO CHANNEL VEGETATION. ADD STONES TO DAMS AS REQUIRED TO MAINTAIN DESIGN HEIGHT AND CROSS SECTION.

TYPE OF SEEDS	APPLICATION TREATMENT	ANALYSIS OR EVALUATION	RATE LBS./AC.	DATE (1966)
		N-P-K		1966 DECISIONS
COLD SEASON BRASSIES	FIRST	6-12-12	1000	5-10-10 '57
	SECOND	6-12-12	1000	
	THIRD	10-10-10	400	
WARM SEASON CRUICIFERS	FIRST	6-12-12	1000	0-0-1 '57
	SECOND	10-10-10	1000	
WARM SEASON GARDEN COVER	FIRST	10-10-10	1300	
	SECOND	10-10-10	1300	
SEEDINGS	FIRST	20-10-6		SEE NOTE 1
SHRUB	FIRST	0-10-10	700	
TEMPERATE ZONE CROSS CRUICIFERS	FIRST	10-10-10	500	5' 5'
TEMPERATE ZONE CRUICIFERS	FIRST	6-12-12	1000	10-10-10 '57
	SECOND	10-10-10	1000	
WARM SEASON CRUICIFERS	FIRST	10-10-10	400	
	SECOND	10-10-10	400	
WARM SEASON LEGIUMES & CRUICIFERS	FIRST	6-12-12	1000	10-10-10 '57
	SECOND	10-10-10	1000	
	THIRD	10-10-10	400	5' 5'

1. ONE 21-GRAM PELLET PER SEEDLING PLACED IN THE CLOSING HOOD.

FOOTNOTES:
1/ APPLY IN SPRING FOLLOWING SEEDING.
2/ APPLY IN SPLIT APPLICATION WHEN HIGH RATES ARE USED.
3/ APPLY IN 3 SPLIT APPLICATIONS.
4/ APPLY WHEN PLANTS ARE PRUNED.
5/ APPLY TO GRASS SPECIES ONLY.
6/ APPLY WHEN PLANTS GROW TO A HEIGHT OF 2 TO 4 INCHES.

[illegible]

PRODUCT OR TRADE NAME	RECOMMENDED APPLICATION RATE
ASFO HYDRATE	40 LBS PER MANUFACTURER'S RECOMMENDATIONS
AGRO TACK MAP	PER MANUFACTURER'S RECOMMENDATIONS
CONFIRMED CON-TAC	4.0 LBS IAC
ECOTAC-CP	PER MANUFACTURER'S RECOMMENDATIONS
ECOTAC-SP	PER MANUFACTURER'S RECOMMENDATIONS
EMULSIFIED ASPHALT	100 GAL OF 95-10 OR C55-10 IAC 100 GAL OF WATER/FILM OF MILCH
HERCULES POLLOCK E	PER MANUFACTURER'S RECOMMENDATIONS
HYDRO-BOND	38 LBS IAC
RMB-PLUS	80-120 LBS IAC
TACFAC CT	PER MANUFACTURER'S RECOMMENDATIONS
TEHRMA-MILK TACKING AGENT B	PER MANUFACTURER'S RECOMMENDATIONS

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EARTHEN DAM DESIGN PLANS OF LITTLE TALLAPOOSA RIVER W/S STR. #31 022-029-01886 - 33.745150, -84.974470

SHEET TITLE:

EROSION
CONTROL DETAILS

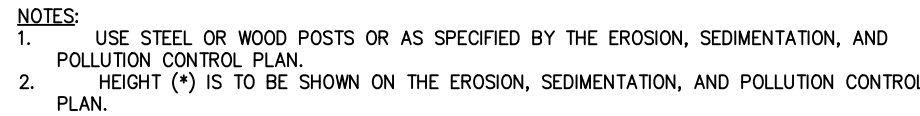
PROJECT NAME:

CITY OF VILLA
RICA

SHEET NUMBER:
C 6.5

PROJECT NUMBER:
22001CVR

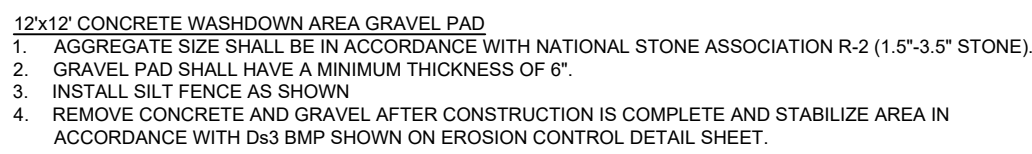
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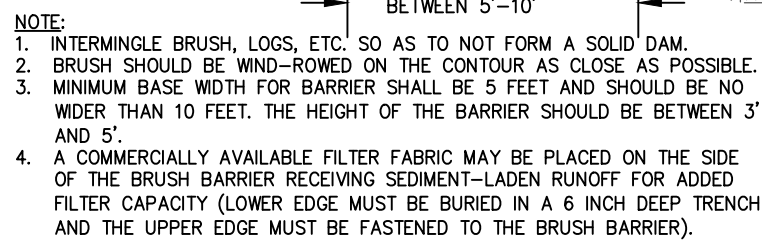
Sd1-S



Su



NOT TO SCALE



Sd1-B

PRODUCT OR TRADE NAME	RECOMMENDED APPLICATION RATE
--------------------------	------------------------------------

AS500 HYDRO-STIK	40 lb./ac.
Agro Track MP	PMR
CONVED CON-TAC	40 lb./ac.
Eco Tak-OP/IEco Tak-SATIII PMR	
Emulsified Asphalt	100 gal. of SS- or CSS-1h and gal. of water per ton of mulch
Hercules Solox-E	PMR
HYDRO-BOND	35 lb./ac.
RMB-plus	80-120 lb./ac.
TACPAC GT	PMR
TERRA-MULCH	
TACKING AGENT III	PMR

DUST CONTROL

ENGINEER/DESIGNER NOT RESPONSIBLE FOR COST CHANGES DURING PRELIMINARY PHASE. RIDS & CLOTTES SHALL BE REVISED BASED ON PLANS LABELLED "ISSUE FOR CONSTRUCTION".

GENERAL

Detailed engineering plans of the proposed embankment, spillway(s), and reservoir on the attached sheets shall be included as part of these specifications.

RESPONSIBILITIES OF

A. LANDOWNERS:

The landowner or the landowner's agent is responsible for obtaining all required permits and easements to top of dam elevation prior to construction. The landowner must acquaint himself with these plans and specifications to determine that the completed structure will fulfill his present and future needs.

B. CONTRACTOR:

The contractor is to be acquainted with the provisions of these plans and specifications, conditions at the site that may affect the schedule of operation, and the location and meaning of all stakes on the site. All benchmarks, grade and line stakes must be left undisturbed and protected by the contractor to facilitate construction and inspection. The contractor is responsible for locating and replacing all utilities.

C. CARTER ENGINEERING CONSULTANTS

The Engineer of Record with Carter Engineering Consultants is in no manner a party to any verbal or written contract between the landowner and the contractor. Operating under a signed contract or proposal with the landowner or his agent, the Engineer of Record will perform those construction observation functions that are set forth in that agreement.

D. GEOTECHNICAL ENGINEER

All earthwork activities shall be at the direction and supervision of a senior engineering technician working directly under an experienced geotechnical engineer. All material will be approved prior to placement. Placement procedures will be monitored and approved by the geotechnical technician and engineer. The earthwork specifications included herein are to be consider minimum standards. If there are discrepancies between the specifications herein and the geotechnical report, or if circumstances arise in the field requiring deviation, all earthwork shall be at the direction and approval of the geotechnical engineer.

E. STRUCTURAL ENGINEER

All construction activities associated with the construction and erection of structural forms shall be at the direction and supervision of a structural engineer. The structural and concrete specifications included herein are to be consider minimum standards. If there are discrepancies between the specifications herein and the structural plans, or if circumstances arise in the field requiring deviation, all structural work shall be at the direction and approval of the structural engineer.

Page 1

placed upon a frozen surface nor shall snow, ice, or frozen material be incorporated in the earthfill matrix. Earthfill shall be placed in approximately horizontal layers. The thickness of each layer before compaction shall not exceed the maximum thickness specified. Hand compacted earth backfill shall be placed in layers whose thickness before compaction does not exceed the maximum thickness specified for layers of earth backfill compacted by manually directed power tampers.

Earth backfill shall be placed in a manner that prevents damage to the structures and allows the structures to assume the loads from the earth backfill gradually and uniformly. The height of the earth backfill adjacent to a structure shall be increased at approximately the same rate on all sides of the structure.

Earthfill and earth backfill in dams, levees, and other structures designed to restrain the movement of water shall be placed to meet the following additional requirements:

1. The distribution of materials throughout each zone shall be essentially uniform, and the earthfill shall be free from lenses, pockets, streaks, or layers of material differing substantially in texture, moisture content, or gradation from the surrounding material. Zone earthfills shall be constructed concurrently unless otherwise specified.
2. The surface of each layer shall be scarified parallel to the axis of the fill to a depth of not less than 2 inches before the next layer is placed.
3. The top surface of embankments shall be maintained approximately level during construction with two exceptions: A crown or cross-slope of about 2 percent shall be maintained to ensure effective drainage, or as otherwise specified for drainfill or sectional zones.
4. Dam embankments shall be constructed in continuous layers from abutment to abutment except where openings to facilitate construction or to allow the passage of streamflow during construction are specifically authorized.

Control of moisture content

During placement and compaction of earthfill and earth backfill, the moisture content of the material being placed shall be maintained within the specified range. The application of water to the earthfill material shall be accomplished at the borrow areas insofar as practicable. Water may be applied by sprinkling the material after placement on the earthfill, if necessary. Uniform moisture distribution shall be obtained by diskimg. Material that is too wet when deposited on the earthfill shall either be removed or be dried to the specified moisture content prior to compaction. If the top surface of the preceding layer of compacted earthfill or a foundation or abutment surface in the zone of contact with the earthfill becomes too dry to permit suitable bond, it shall either be removed or scarified and moistened by sprinkling to an acceptable moisture content before placement of the next layer of earthfill.

Compaction

Earthfill--Earthfill shall be compacted according to the following requirements for the class of compaction specified:

1. Each layer of earthfill shall be compacted as necessary to provide the density of the earthfill matrix not less than the minimum density specified. The earthfill matrix is defined as the portion of the earthfill material finer than the maximum particle size allowed in the reference compaction test method specified (ASTM D698 or ASTM D1557).

Page 3

Site Specific Requirements:

1. The earthfill material shall consist of sandy clays (SC), clay (CL), sandy silts (ML), elastic silts (CH), high plasticity clays (MH) and silty sands (SM). Earthfill materials shall be obtained from the identified borrow areas.
2. The in place density of the earthfill shall be 95% of the Standard Density or greater as defined in ASTM D698, Method A.
3. The moisture content of the fill matrix at the time of compaction shall be at optimum moisture content or no more than 2 % above optimum moisture content.
4. The maximum layer thickness before compaction shall be 9 inches.
5. The maximum rock size allowable within earthfill shall be 4 inches. Maximum rock size allowable within topsoil layer shall be 2 inches.
6. Prior to placement of the initial fill layer on earthen foundations, the foundation shall be loosened to a depth of approximately 6 inches and, after any necessary moisture adjustments, shall be compacted with a minimum of six complete passes of the compacting equipment.
7. After being deposited on the fill, each lift of fill material shall be spread, bladed, and smoothed to the extent necessary to insure that the surface is free of abrupt mounds, depressions, or windrows to provide a smooth uniform surface for operation of plowing and compaction equipment. Each lift of material shall then be disked, bladed, and plowed to an acceptable degree and depth so as to thoroughly loosen and blend the material with the preceding lift before compaction is started.
8. All foundation and embankment surfaces shall be closely examined immediately prior to the placement of all earthfills and backfills. All materials that exhibit drying cracks, slaking, or other evidences unstable or unsuitable, shall be removed or reworked by scarification, wetting, and compaction to the affected depths prior to the placement of fill.

D. EXCAVATION:

All excavation areas shall conform to the grades, bottom width, and side slopes shown on the plans. All borrow areas shall be graded so as to be well drained and protected from erosion by the use of diversions or other best management practices. Side slopes of borrow areas shall be left in such condition that establishment of vegetation, mowing, and maintenance operations will be facilitated. Surface soils excavated and saved from the excavation areas shall be placed on the disturbed areas to facilitate establishment of vegetation.

Use of excavated material

To the extent they are needed, all suitable material from the specified excavations shall be used in the construction of required permanent earthfill or rockfill. The suitability of material for specific purposes is determined by the engineer. The contractor shall not waste or otherwise dispose of suitable excavated material.

Disposal of waste materials

All surplus or unsuitable excavated materials are designated as waste and shall be disposed of at the locations designated by the engineer of record.

Page 5

(Adequate compaction is visually achieved when the "feet" of the sheepfoot roller will walk on top of the compacted clay.) Special equipment will be used when the required compaction cannot be obtained by routing of the construction equipment.

F. PIPE:

All pipes shall be installed to the elevations and grades as shown on the drawings. Pipe bed side slopes shall be at no steeper than 1 horizontal to 1 vertical. Select backfill shall be placed below and around the pipe and its components in layers not exceeding 4 inches and each successive layer thoroughly hand compacted using a manually directed hand tamper or equivalent to at least 95 percent of the maximum laboratory dry density according to Standard Proctor (ASTM D-698, AASHTO T-99). Moisture shall be at or within 2 percent above the optimum moisture content. Standing water shall be removed from the pipe bed before backfilling is started. If the soil is too dry, a water truck with spreader bar or spray hose shall be used to bring the soil to the proper moisture range. The water shall be thoroughly and properly mixed with the soil prior to compaction. Backfill shall be installed evenly on both sides of the pipe.

PVC Pipes: All pipes associated with the siphon vent shall be Schedule 40 - PVC unless otherwise specified. Plastic pipe that will be exposed to direct sunlight shall be protected by coating or shielding.

- Pressure Testing:** All principal outlets and drawdown conduits, regardless of material, shall be pressure tested in accordance with the following procedures:
1. The Engineer shall be notified 48 hours prior to the testing of the conduit.
 2. Prior to backfilling the conduit, it shall be tested and meet either of the following conditions:
 - a. Conduits shall be water tested to a minimum of 10 feet of head at the upstream invert and are required to hold this head for a minimum of 2 hours.
 - b. Conduits can be supplied from the manufacturer with testable joints. After the conduit sections are placed, each joint shall be required to maintain a static air pressure of not less than 50 psi for a minimum of 5 minutes.
 3. All pipe joints shall be inspected during the test procedure. Any visible leaks shall be repaired regardless of the test results.
 4. Failure of the conduit to meet the requirements of the test shall be investigated by the contractor and reported to the design engineer along with recommendations for correcting the failure. The conduit shall be retested and must meet the requirements of the test prior to backfilling.
 5. The Engineer shall approve the testing procedures for non-standard conduits, ie. Siphons, box culverts, etc. (Contact Engineer of Record for recommended pressure testing methods)
 6. The Design Engineer must be present during the conduit pressure tests. The records must include:
 - a. The testing procedure and requirements.
 - b. Equipment used to perform the test.
 - c. A continuous record of the test and any re-test.

G. DRAINFILL:

Material

Drainfill material shall conform to the requirements shown in the drawings. The material shall be selected as necessary to avoid the inclusion of organic matter, clay balls, excessive fine particles, or other substances that would interfere with their free-draining properties.

Page 7

SPECIFICATIONS FOR CONSTRUCTION

A. CLEARING:

Trees and stumps shall be completely removed and disposed of as approved by the land owner and meeting requirements of the local municipality.

B. FOUNDATION PREPARATION:

The foundation area shall be cleared of all trees, stumps, and debris. All topsoil containing excessive amounts of organic material shall be removed. All sharp breaks shall be sloped to not steeper than 1:1 and the foundation thoroughly scarified before placement of the embankment fill.

C. EARTHFILL MATERIAL:

Earthfill material shall be taken from borrow areas designated by an appropriate geotechnical determination. Individuals with experience in dam engineering shall determine borrow areas. The geotechnical study shall identify the maximum allowable depth of cut in each borrow area. Only prior approved material will be placed at the site.

Earthfill is composed of natural earth materials that can be placed and compacted by construction equipment operated in a conventional manner.

Earth backfill is composed of natural earth material placed and compacted in confined spaces or adjacent to structures (including pipes) by hand tamping, manually directed power tampers or vibrating plates, or their equivalent.

Material

All fill material shall be obtained from required excavations and designated borrow areas. The selection, blending, routing, and disposition of material in the various fills shall be subject to approval by the engineer or record.

Fill materials shall contain no frozen soil, sod, brush, roots, or other perishable material. Rock particles larger than the maximum size specified for each type of fill shall be removed prior to compaction of the fill.

The types of material used in the various fills shall be as listed and described in the specifications and drawings.

Foundation preparation

Foundations for earthfill shall be stripped to remove vegetation and other unsuitable material or shall be excavated as specified. Except as otherwise specified, earth foundation surfaces shall be graded to remove surface irregularities and shall be scarified parallel to the axis of the fill or otherwise acceptably scored and loosened to a minimum depth of 2 inches. The moisture content of the loosened material shall be controlled as specified for the earthfill, and the surface material of the foundation shall be compacted and bonded with the first layer of earthfill as specified for subsequent layers of earthfill. Foundation and abutment surfaces shall be no steeper than one horizontal to one vertical unless otherwise specified. Test pits or other cavities shall be filled with compacted earthfill conforming to the specifications for the earthfill to be placed upon the foundation.

Placement

Earthfill shall not be placed until the required excavation and foundation preparation have been completed and the foundation has been inspected and approved by the engineer. Earthfill shall not be

Page 2

Earth backfill

Earth backfill adjacent to structures shall be compacted to a density equivalent to that of the surrounding in-place earth material or adjacent required earthfill or earth backfill. Compaction shall be accomplished by hand tamping or manually directed power tampers, plate vibrators, walk-behind, miniature, or self-propelled rollers. Unless otherwise specified heavy equipment including backhoe mounted power tampers or vibrating compactors and manually directed vibrating rollers shall not be operated within 3 feet of any structure. Towed or self-propelled vibrating rollers shall not be operated within 5 feet of any structure. Compaction by means of drop weights operating from a crane or hoist is not permitted.

The passage of heavy equipment will not be allowed:

Over cast-in-place conduits within 14-days after placement of the concrete

Over cradled or bedded precast conduits within 7 days after placement of the concrete cradle or bedding

Over any type of conduit until the backfill has been placed above the top surface of the structure to a height equal to one-half the clear span width of the structure or pipe or 3 feet, whichever is greater. Compacting of earth backfill adjacent to structures shall not be started until the concrete has attained the strength specified. The strength is determined by compression testing of test cylinders cast by the contractor's quality control personnel for this purpose and cured at the work site in the manner specified in ASTM C 31 for determining when a structure may be put into service.

When the required strength of the concrete is not specified as described above, compaction of earth backfill adjacent to structures shall not be started until the following time intervals have elapsed after placement of the concrete.

Structure	Time interval (days)
Vertical or near-vertical walls with earth loading on one side only	14
Walls backfilled on both sides simultaneously	7
Conduits and spillway risers, cast-in-place (with inside forms in place)	7
Conduits and spillway risers, cast-in-place (inside forms removed)	14
Conduits, pre-cast, cradled	2
Conduits, pre-cast, bedded	1
Cantilever outlet bents (backfilled both sides simultaneously)	3

Reworking or removal and replacement of defective earthfill

Earthfill placed at densities lower than the specified minimum density or at moisture contents outside the specified acceptable range of moisture content or otherwise not conforming to the requirements of the specifications shall be reworked to meet the requirements or removed and replaced by acceptable earthfill. The replacement earthfill and the foundation, abutment, and earthfill surfaces upon which it is placed shall conform to all requirements of this specification for foundation preparation, approval, placement, moisture control, and compaction.

Testing

During the course of the work, the contractor shall perform quality control tests, as applicable, to identify earthfill and earth backfill materials; determine the reference maximum density and optimum moisture content; and document that the moisture content of material at the time of compaction and the density of earthfill and earth backfill in place conform to the requirements of this specification.

Page 4

Excavation limits

Excavations shall comply with OSHA Construction Industry Standards (29CFR Part 1926) Subpart P, Excavations, Trenching, and Shoring. All excavations shall be completed and maintained in a safe and stable condition throughout the total construction phase. Structure and trench excavations shall be completed to the specified elevations and to the length and width required to safely install, adjust, and remove any forms, bracing, or supports necessary for the installation of the work. Excavations outside the lines and limits shown on the drawings or specified herein required to meet safety requirements shall be the responsibility of the contractor in constructing and maintaining a and stable excavation.

Borrow excavation

When the quantities of suitable material obtained from specified excavations are insufficient to construct the specified earthfills and earth backfills, additional material shall be obtained from the designated borrow areas per the geotechnical study. The extent and depth of borrow pits within the limits of the designated borrow areas shall be as approved by the geotechnical engineer.

Borrow pits shall be excavated and finally dressed to blend with the existing topography and sloped to prevent ponding and to provide drainage.

Site Specific Requirements:

1. All areas of excavation associated with this project shall meet this specification.
2. The Contractor shall stockpile and protect the excavated material for re-use in a temporary stockpile area and in a manner that will minimize contamination and moisture absorption as approved by the Engineer.
3. All areas disturbed shall be smoothed and left in a condition so that they can be easily traversed by motorized farm seeding equipment. Earth materials shall be graded to provide positive drainage into natural drainage patterns as the work proceeds. All drains (this includes shallow ponds) shall be sloped to move water into the natural drainage pattern without excessive erosion.
4. Spoil materials shall not be placed on the dam. The engineer of record shall designated spoil area. Spoil material shall be spread, shaped, vegetated, and/or mulched within fifteen (15) calendar days following excavation, unless otherwise approved by the engineer of record.

E. EMBANKMENT CONSTRUCTION:

The material placed in the embankment shall be free of sod, roots, stones over 4 inches in diameter, and other objectionable materials. The fill material shall be placed and spread over the entire fill, starting at the lowest point of the foundation, in layers not to exceed 9 inches in thickness, in loose depth for the width of the cross-section and shall be compacted to at least 95 percent of the maximum laboratory dry density according to Standard Proctor (ASTM D-698, AASHTO T-99). Moisture shall be at or within 2 percent above the optimum moisture content. Each lift shall be rolled with a sheepfoot roller or a loaded rubber tired dump truck, loader or pan. If the soil is too dry, a water truck with spreader bar or spray hose shall be used to bring the soil to the proper moisture range. The water shall be thoroughly and properly mixed with the soil prior to compaction. Typically, a minimum of 4 passes of a filled rubber-tired pan or sheepfoot roller will achieve the necessary level of compaction; however, field testing should be performed to verify the compaction method.

Page 6

Base preparation

Foundation surface and trenches shall be clean and free of organic matter, loose soil, foreign substance, and standing water when the drainfill is placed. Earth surfaces upon or against which drainfill will be placed shall not be scarified.

Placement

Drainfill shall not be placed until the subgrade has been inspected and approved by the engineer. Drainfill shall not be placed over or around pipe or drain tile until the installation of the pipe or tile has been inspected and approved.

Drainfill shall be placed uniformly in layers not to exceed 8 inches thick before compaction. When compaction is accomplished by manually controlled equipment, the layers shall not exceed 8 inches thick. The material shall be placed to avoid segregation of particle sizes and to ensure the continuity and integrity of all zones. No foreign material shall be allowed to become intermixed with or otherwise contaminate the drainfill.

Traffic shall not be permitted to cross over drains at random. Equipment cross-overs shall be maintained, and the number and location of such crossovers shall be established and approved before the beginning of drainfill placement. Each crossover shall be cleaned of all contaminating material and shall be inspected and approved by the engineer before the placement of additional drainfill material.

Any damage to the foundation surface or the trench sides or bottom occurring during placement of drainfill shall be repaired before drainfill placement is continued.

The upper surface of drainfill constructed concurrently with adjacent zones of earthfill shall be maintained at a minimum elevation of 1 foot above the upper surface of adjacent earthfill.

Drainfill over and/or around pipe or drain tile shall be placed to avoid any displacement in line or grade of the pipe or tile.

Drainfill shall not be placed adjacent to structures until the concrete has attained the strength specified. The strength shall be determined by compression testing of concrete test cylinders cast and field cured at the project site in accordance with ASTM Method C 31 for determining when a structure may be placed into service.

When the required strength of the concrete is not specified as described above, placement of drainfill adjacent to concrete structures shall not be commenced until the following item intervals have elapsed following placement of the concrete:

Structure type	Time interval (days)
Vertical or near-vertical wall with earth loading on one side only (retaining walls and counterforts)	14
Walls backfilled on both sides simultaneously	7

Page 8

REVISION BLOCK	ISSUE	REVISION DATE & DESCRIPTION
1	1	10.10.23 - INITIAL SUBMITTAL
2	2	...
3	3	...
4	4	...
5	5	...
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EARTHEN DAM DESIGN
PLANS
OF
LITTLE TALLAPOOSA RIVER W/S STR. #31
022-029-01886 - 33.745150, -84.974470

SHEET TITLE:
SPECIFICATIONS

PROJECT NAME:
CITY OF VILLA
RICA

SHEET NUMBER:
C 7.0

PROJECT NUMBER:
22001CVR

DATE:
10.10.23

Conduits and galleries, cast-in-place (with inside forms in place)	7
(inside forms removed)	14
Conduits, precast, cradled	2
Conduits, precast, bedded	1
Cantilever outlet bents backfilled on both sides simultaneously	3

Control of moisture

The moisture content of drainfill material shall be controlled as specified in the drawings. When additional water is required, it shall be applied in a manner to avoid excessive wetting to adjacent earthfill.

Compaction

Drainfill shall be compacted according to the following requirements for the class of compaction specified:

For drainfill materials with more than 70 percent passing the 3/4 inch sieve, each layer of drainfill shall be compacted to a minimum dry density of not less than 95% of the dry density as determined by ASTM D 698. For drainfill materials with 70 percent or less passing the 3/4 inch sieve, each layer of drainfill shall be compacted to a relative density of not less than 70 percent as determined by ASTM D 4254.

Storing and handling

Drainfill and filter aggregates shall be stored and handled by methods that prevent segregation of particle sizes or contamination by mixing with other material.

Site Specific Requirements:

Drainfill, Fine

- This item shall consist of furnishing and installing the fine gradation drainfill to the lines and grades shown on the drawings.
- Gradation shall be as designated on the drawings.
- During placement, special care shall be taken to protect the pipe.
- Each layer of filter material shall be saturated immediately prior to placement of subsequent layer.

The Contractor shall furnish the Engineer in writing, a proposed plan for dewatering before commencing with any construction activity that dewatering may be required. Acceptance of this plan will not relieve the Contractor of responsibilities for completing the specified work.

Dewatering Borrow Areas

The Contractor shall maintain all borrow areas free of surface water and otherwise provide for timely and effective removal of surface and subsurface water that accumulates within the borrow area. Borrow material shall be processed as necessary to achieve proper and uniform moisture content at the time of placement.

Erosion and Pollution Control

Removal of water from the construction site, including the borrow areas, shall be accomplished in a manner that erosion and the transporting of sediment and other pollutants are minimized. Dewatering activities shall be accomplished in a manner that the water table water quality is not altered.

Removal of Temporary Works

When temporary works are no longer needed, the Contractor shall remove and return the area to a similar condition that existed prior to construction. Areas where temporary works were located shall be graded for slightly appearance with no obstruction to natural surface water flows or the proper functioning and access to the works of improvement installed. The Contractor shall exercise extreme care during the removal stages to minimize the loss of soil sediments and debris that was trapped during construction.

I. VEGETATION:

Adapted vegetation shall be established on all exposed surfaces of the embankment, spillway, borrow, and spoil areas as soon as possible after construction. Vegetation will be applied as critical area planting and will include seedbed preparation, seeding, liming, fertilizing, and mulching. The dam slopes shall be tracked with a dozer to facilitate vegetation establishment. All vegetation shall meet the attached vegetation specifications.

J. EROSION AND SEDIMENT CONTROL:

During construction, erosion should be minimized and sediment controlled utilizing Best Management Practices listed in the Manual for Erosion and Sediment Control in Georgia. The attached Erosion and Sediment Control Plan shall be followed at all times.

K. CONTRACTOR QUALITY CONTROL:

The Contractor shall develop, implement and maintain a system of quality control to provide the specified testing and verification of material quality prior to use. The system activities shall include procedures to verify adequacy of completed work, initiate corrective action to be taken and document the final results. The burden of proof that work performed meets contract requirements and has been performed in a workmanlike manner is the Contractor's. The following requirements shall apply to any placed earthfill. The Contractor shall provide continuous inspection during placement to verify that: foundation or subgrade areas are in the specified condition for placement of earthfill; earthfill materials are free of undesirable materials, and obtained from the specified borrow areas or stockpiles;

Sampling and testing

The geotextile shall meet the specified requirements (Table 1 or 2) for the product style shown on the label. Product properties as listed in the latest edition of the "Specifiers Guide", *Geotechnical Fabrics Report*, ADDRESS: Industrial Fabrics Association International, 1801 County Road BW, Roseville, MN 55113-4061; and that represents minimum average roll values, will be acceptable documentation that the product style meets the requirements of these specifications.

For products that do not appear in the above directory, or do not have minimum average roll values listed, typical test data from the identified production run of the geotextile will be required for each of the specified tests (Table 1 or 2) as covered under clause AGAR 452.236-76.

Shipping and storage

The geotextile shall be shipped/transported in rolls wrapped with a cover for protection from moisture, dust, dirt, debris, and ultraviolet light. The cover shall be maintained undisturbed to the maximum extend possible prior to placement.

Each roll of geotextile shall be labeled or tagged to clearly identify the brand, Class and the individual production run in accordance with ASTM D 4873.

Table 1
Requirements for Woven Geotextiles

Property	Test Method	Class I	Class II & III	Class IV
Tensile Strength (pounds) 1/	ASTM D 4632 Grab Test	200 minimum in any principal direction	120 minimum in any principal direction	180 min. in any principal direction
Bursting Strength (psi) 1/	ASTM D 3786 Diaphragm Tester	400 minimum	300 minimum	NA
Elongation at Failure (percent) 1/	ASTM D 4632 Grab Test	<50	<50	<50
Puncture (pounds) 1/	ASTM D 4833	90 minimum	60 minimum	60 minimum
Ultraviolet Light (percent residual tensile strength)	ASTM D 4355 150-hours exposure	70 minimum	70 minimum	70 minimum
Apparent Opening Size (AOS)	ASTM D 4751	As specified or a minimum # 100 2/	As specified or a minimum # 100 2/	As specified or minimum # 100 2/
Percent Open Area (percent)	CWO-02215-86	4.0 minimum	4.0 minimum	1.0 minimum
Permittivity sec ⁻¹	ASTM D 4491	0.10 minimum	0.10 minimum	0.10 min.

1/ Minimum average roll value (weakest principal direction).

2/ U. S. Standard Sieve Size.

NOTE: CWO is a USACE reference.

as specified below.

Rock from approved sources shall be excavated, selected, and processed to meet the specified quality and grading requirements at the time the rock is installed.

Aggregate Quality

Aggregate Quality	Maximum Percent
Abrasion loss "B" grading	65
Soundness loss	15
Flat and slabby pieces (length five times move than the average thickness)	5
Weather and/or decomposed pieces and shale	5

Gradation

Georgia Department of Transportation Type 1 Rip Rap		
Size By Volume	Approximate Weight	Percent Smaller Than
4.2 ft ³ (0.12 m ³)	700 lbs (320 kg)	100%
1.8 ft ³ (0.05 m ³)	300 lbs (135 kg)	50% - 90%
0.8 ft ³ (0.02 m ³)	125 lbs (55 kg)	20% - 65%
*Between 0% and 15% of the Type 1 rip rap shall pass a 4 inch (100mm) square opening sieve		

Georgia Department of Transportation Type 3 Rip Rap		
Size By Volume	Approximate Weight	Percent Smaller Than
1.0 ft ³ (0.03 m ³)	165 lbs (75 kg)	100%
0.1 ft ³ (0.003 m ³)	15 lbs (7 kg)	10% - 65%
*Between 0% and 15% of the Type 3 rip rap shall pass a 2 inch (50mm) square opening sieve		

Type	Size (Square Opening)		
	Max.	Avg. (D50)	Min
1	24"	12"	7"
3	12"	9"	5"

RIPRAP SPECIAL GRADATION SIZING (D50 = 18 IN.)

PERCENT PASSING	DIAMETER (INCHES)
100	36
0-100	27
35-50	18
10-35	9
0-10	2

When specified by the EOR to verify the gradation of the rock riprap, a particle size analysis shall be performed in accordance with ASTM D5519, Test Method A or B. The analysis shall be performed at the work site on a test pile of representative rock. The mass of the test pile shall be at least 20 times the mass of the largest rock in the pile The results of the test shall be compared to the gradation

required for the project. Test pile results that do not meet the construction specifications shall be cause for the rock to be rejected. The test pile that meets contract requirements shall be left on the job site as a sample for visual comparison. The test pile shall be used as part of the last rock riprap to be placed.

Filter or bedding aggregates when required shall conform to Material Specification G, Drainfill, unless otherwise specified. Geotextiles shall conform to Material Specification N, Geotextile.

Subgrade preparation

The subgrade surface on which the rock riprap, filter, bedding, or geotextile is to be placed shall be cut or filled and graded to the lines and grades shown on the drawings. When fill to subgrade lines is required, it shall consist of approved material and shall conform to the requirements of the specified class of earthfill. Rock riprap, filter, bedding, or geotextile shall not be placed until the foundation preparation is completed and the subgrade surface has been inspected and approved.

Equipment-placed rock riprap

The rock riprap shall be placed by equipment on the surface and to the depth specified. It shall be installed to the full course thickness in one operation and in such a manner as to avoid serious displacement of the underlying material. The rock for riprap shall be delivered and placed in a manner that ensures the riprap in place is reasonably homogeneous with the larger rocks uniformly distributed and firmly in contact one to another with the smaller rocks and spalls filling the voids between the larger rocks. Some hand placing may be required to provide a neat and uniform surface. Rock riprap shall be placed in a manner to prevent damage to structures. Hand placing is required as necessary to prevent damage to any new and existing structures.

Hand placed rock riprap

The rock riprap shall be placed by hand on the surface and to the depth specified. It shall be securely bedded with the larger rocks firmly in contact one to another without bridging. Spaces between the larger rocks shall be filled with smaller rocks and spalls. Smaller rocks shall not be grouped as a substitute for larger rock. Flat slab rock shall be laid on its vertical edge except where it is laid like paving stone and the thickness of the rock equals the specified depth of the riprap course.

Filter or bedding

When the design specifies filter, bedding, or geotextile beneath the rock riprap, the designated material shall be placed on the prepared subgrade surface as specified. Compaction of filter or bedding aggregate is not required, but the surface of such material shall be finished reasonably smooth and free of mounds, dips, or windrows.

Drainfill, Coarse

- This item shall consist of furnishing and installing the coarse gradation drainfill to the lines and grades shown on the drawings. The coarse drainfill shall be used around the 6" PVC toe drain pipe.
- Gradation shall be as designated on the drawings.
- During placement, special care shall be taken to protect the pipe.
- Each layer of filter material shall be adequately compacted prior to placement of subsequent layer.

H. REMOVAL OF WATER

Scope

The work shall consist of the removal of surface water and ground water as necessary to perform the construction required by the contract in accordance with the specifications. It shall include:

- Constructing, installing, building, and maintaining all necessary temporary water containment facilities, channels, and diversions.
- Furnishing, installing, and operating all necessary pumps, piping, and other facilities and equipment
- Removing all such temporary works and equipment after their intended function is no longer required.

Dewatering the Existing Pool

The Contractor shall install a temporary siphon system or pump to sufficiently lower the existing pool to an elevation necessary to install the proposed siphon system and decommission the existing CMP riser/ conduit spillway. The engineer of record shall determine the required lowered water elevation in the field. The Contractor shall submit plan to lower existing pool to the engineer of record including all components/ systems required. Plan approval is required prior to commencing work. Erosion control BMP's shown on the erosion control plan shall be in place and inspected by the engineer of record prior to dewatering of the existing pool.

Diverting Surface Water

The Contractor shall install, maintain and operate all cofferdams, channels, flumes, sumps, and all other temporary diversion and protective works needed to divert stream flow and other surface water through or around the construction site

Control of surface water shall be continuous during the period that damage to construction work could occur. Unless otherwise specified and/or approved, the diversion outlet shall be into the same drainage way that the water would have reached before being diverted. The Contractor shall furnish the Engineer in writing, a proposed plan for diverting surface water before beginning any construction activities for which a diversion is required. Acceptance of this plan will not relieve the Contractor of the responsibilities related to this activity during the process of completing the work as specified.

Dewatering the Construction Site

Foundations, cutoff trenches, and all other parts of the construction site shall be dewatered and kept free of standing water and muddy conditions as necessary for the proper execution of the work. The Contractor shall furnish, install, operate, and maintain all drains, sumps, pumps, casings, well points, and all other equipment required to properly dewater the site as specified. Dewatering systems that cause a loss of soil fines from the foundation areas will not be permitted.

placement, compaction, and moisture requirements are being met as specified; and mechanical and hand directed compaction is being accomplished as specified.

L. OWNER QUALITY CONTROL:

The owner shall utilize an Engineer of Record to oversee the construction. The services of a testing firm shall be utilized during construction. At a minimum, the testing firm shall verify compaction and moisture levels of the placed fill as well as check the concrete mix and slump.

Testing frequency:

- Earthfill - Continuous inspection of the placement of soil shall be required. At minimum, one series of density test should be performed for each 5,000 ft² of area for each vertical 2-ft of fill placed.
- Drainfill - Continuous inspection of the placement of fine and coarse drainfill.
- Concrete - Review mix and test slump of each truck placed. A minimum of two sets of Concrete Cylinders shall be taken during the first truck load placed and then every 25 CY of placed concrete thereafter.

M. GEOTEXTILE

Scope

This specification covers the quality of geotextiles.

General requirements

Fibers (threads and yarns) used in the manufacture of geotextile shall consist of synthetic polymers composed of a minimum of 85 percent by weight polypropylenes, polyesters, polyamides, polyethylene, polyolefins, or polyvinylidene-chlorides. They shall be formed into a stable network of filaments or yarns retaining dimensional stability relative to each other. The geotextile shall be free of defects and conform to the physical requirements contained in Tables 1 and 2. The geotextile shall be free of any chemical treatment or coating that significantly reduces its porosity. Fibers shall contain stabilizers and/or inhibitors to enhance resistance to ultraviolet light.

Thread used for factory or field sewing shall be of contrasting color to the fabric and made of high strength polypropylene, polyester, or polyamide thread. Thread shall be as resistant to ultraviolet light as the geotextile being sewn.

Classification

Geotextiles shall be classified based on the method used to place the threads or yarns forming the fabric. The geotextiles will be grouped into the types described below:

- Woven.** Fabrics formed by the uniform and regular interweaving of the threads or yarns in two directions. Woven fabrics shall be manufactured from monofilament yarn formed into a uniform pattern with distinct and measurable openings, retaining their position relative to each other. The edges of fabric shall be selvaged or otherwise finished to prevent the outer yarn from unraveling.
- Non-woven.** Fabrics formed by a random placement of threads in a mat and bonded by heat-bonding, resin-bonding, or needle punching.

Non-woven fabrics shall be manufactured from individual fibers formed into a random pattern with distinct but variable small openings, retaining their position relative to each other when bonded by needle punching, heat, or resin bonding. The use of non-wovens, other than the needle punched geotextiles, is somewhat restricted (see Note 3 of Table 2).

Table 2.

Requirements For Non-Woven Geotextiles

Property	Test Method	Class I	Class II Class III	Class IV
3/				
Tensile Strength Grab Test	ASTM D 4632	180 min.	120 min.	90 min. 115 min. (pounds) 1/
Bursting Strength (psi) 1/	ASTM D 3786 Diaphragm Tester	320 min.	210 min.	180 min. NA
Elongation at (percent) 1/	ASTM D 4632	≥50	≥50	≥50 ≥50 Failure
Puncture (pounds)	ASTM D 4833	80 min.	60 min.	40 min. 40 min.
Ultraviolet Light (percent residual tensile strength)	ASTM D 4355 150-hours exposure	70 min.	70 min.	70 min. 70 min.
Apparent Opening Size (AOS)	ASTM D 4751	As specified max. # 40 2/	As specified max. # 40 2/	As specified max. # 40 2/ As specified max. # 40 2/
Permittivity sec ⁻¹	ASTM D 4491	0.70 min.	0.70 min.	0.70 min. 0.10 min.

1/ Minimum average roll value (weakest principal direction)

2/ U. S. Standard Sieve Size.

3/ Heat-bonded or resin-bonded geotextile may be used for Class III and IV. They are particularly well suited for Class IV. Needle-punched geotextiles are required for all other classes.

N. ROCK RIPRAP

Scope

The work shall consist of the construction of rock riprap revetments and blankets, including filter or bedding where specified.

Material

Rock riprap shall conform to the requirements of Georgia Department of Transportation (GDOT) Stone-Dumped rip rap Type 1 and Type 3 except when special gradation requirements are specified on the plans. All Rip rap, regardless of gradation, shall conform to material and construction specification listed below. Rip rap shall be free from dirt, clay, sand, rock fines, and other material not meeting the required gradation limits.

At least 30 days before rock is delivered, the contractor shall designate in writing the source from which rock material will be obtained and provide information satisfactory to the Engineer of Record (EOR) that the material meets contract requirements. The contractor shall provide the EOR free access to the source for the purpose of obtaining samples for testing. The size and grading of the rock shall be

REVISION BLOCK	ISSUE	REVISION DATE & DESCRIPTION
1	2	10.10.23 - INITIAL SUBMITTAL
2	...	...
3	...	...
4	...	...
5	...	...
6	...	...
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EARTHEN DAM DESIGN

PLANS

OF

LITTLE TALLAPOOSA RIVER W/S STR. # 31
022-029-01886 - 33.745150, -84.974470

SHEET TITLE:

SPECIFICATIONS

PROJECT NAME:

CITY OF VILLA
RICA

SHEET NUMBER:

C 7.1

PROJECT NUMBER:

22001CVR

DATE:

10.10.23

O. TESTING FREQUENCY

1. Earthfill - Continuous inspection of the placement of soil shall be required. At minimum, one series of density test should be performed for each 5,000 square feet of area for each vertical 2-ft of fill placed.

2. Drainfill - Continuous inspection of the placement fine and coarse drainfill is required. At minimum, one series of density test should be performed for each 2-ft of drainfill placed.

3. Concrete - Review mix and test slump of each truck placed. A minimum of two sets of concrete cylinders shall be taken during the first truck load placed and then every 25 CY of placed concrete thereafter.

P. CONCRETE DESIGN MIX

Unless specifically noted on the plans, concrete work shall be in accordance with the following:

1. Concrete shall contain/ meet:

a. Design mix to obtain 3000 psi or 4000psi (per plans) 4000psi minimum compressive strength in 28 days.

b. Entrained air at 3-6%.

c. Coarse aggregate from 3/8" to 1".

d. Type I Portland Cement.

2. Concrete will have a 4"-6" slump.

a. Water to cement ratio of 0.5 shall not be exceeded.

3. Superplasticizers (ASTM C 494, Type F or G) may be used to increase the water to cement ratio.

4. Polypropylene fibers shall be used within the concrete. Lengths of fibers shall be 1/2" to 2" and dosage shall be 1.5 lbs./cu. yd. of concrete.

5. Rods or mechanical vibration shall be used to consolidate the concrete.

6. The subgrade shall be well compacted and wetted before the placement of concrete.

7. Reinforcing steel shall meet ASTM A 615 specifications.

8. Concrete shall not be mixed nor placed when the daily minimum temperature is less than 40 degrees F unless facilities are provided to prevent the concrete from freezing.

Q. CONCRETE FORM WORK

Description of work

The work of this section includes all labor, materials and equipment required to form all cast-in-place concrete shown on the drawings.

Codes and standards

Comply with the provisions of the following codes, specifications and standards except where more stringent requirements are shown or specified:

1. ACI 301 "Specifications for Structural Concrete"

2. ACI 350 "Code Requirements for Environmental Engineering Concrete Structures"

3. Concrete Reinforcing Steel Institute "Reinforced Concrete, Manual of Standard Practice"

4. ACI SP-4 "Formwork for Concrete"

Page 17

Responsibility

The design, construction, removal, reshoring, and safety of all formwork shall be the responsibility of the General Contractor.

Products

Forms for exposed finish concrete

Unless otherwise specified, formwork for exposed concrete surfaces shall consist of plywood, metal, metal framed plywood, or other acceptable surface. Formwork shall provide a continuous straight and smooth surface conforming to the requirements of these specifications.

Forms for unexposed finish concrete

Unless otherwise specified, formwork for unexposed concrete surfaces shall be constructed with plywood, lumber, metal or other acceptable material. Lumber shall be dressed on at least two edges and one side for tight fit.

Formwork coatings

Formwork coatings shall be of a commercial formulation that will not bond with, stain, or adversely affect concrete surfaces or impair subsequent treatment of concrete surfaces requiring bond or adhesion, nor impede curing with water or curing compounds. Provide a product that has a maximum VOC (Volatile Organic Compounds) of 350 mg/l but not greater than permitted by the local government agency having jurisdiction in the area where the project is located.

Nails and fasteners

Use only galvanized nails and fasteners for securing formwork in structures exposed to weather or unconditioned spaces.

Execution

Fabrication and construction

Design, erect, support, brace and maintain formwork to support vertical and lateral loads that might be applied.

Form Ties:

1. Factory-fabricated, adjustable-length, removable or snap-off metal form ties, designed to prevent form deflection, and to prevent spalling concrete surfaces upon removal. Use only galvanized form ties in structures exposed to weather or unconditioned spaces.

Provisions for Other Trades:

1. Provide openings in concrete formwork to accommodate work of other trades.

Page 18

Cleaning and tightening

Thoroughly clean forms and adjacent surfaces to receive concrete. Retighten forms as required to prevent mortar leaks and maintain proper alignment.

Tolerances

Unless specified otherwise, all tolerances for concrete formwork shall conform to ACI Standard 117, "Standard Tolerances for Concrete Construction and Materials".

R. CONCRETE REINFORCEMENT

Description of work

The work of this section includes labor, materials, hardware, equipment, transportation and services required to fabricate and place all reinforcement for cast-in-place concrete including bars, welded wire fabric, ties and supports shown on the drawings and as specified.

Quality assurance

Codes and Standards:

1. Comply with all provisions of the following codes, specifications and standards except where more stringent requirements are shown or specified:

2. ACI SP-66, "ACI Detailing Manual".

3. ACI 350, "Code Requirements for Environmental Engineering Concrete Structures."

4. Concrete Reinforcing Steel Institute, "Reinforced Concrete, Manual of Standard Practice".

5. Concrete Reinforcing Steel Institute, "Placing Reinforcing Bars."

Shop drawings

Shop drawings for all reinforcing steel and related accessories shall be submitted for the Engineer's approval.

Shop Drawings shall show arrangement and layout, bending and assembly diagrams, bar schedules, stirrup spacing, splicing and laps of bars and shall be prepared in accordance with ACI 315 Standards.

Mill certificates

1. Submit mill certificates for all heats of reinforcement used.

Products

Materials

Reinforcement:

1. Reinforcing Steel: All reinforcing steel shall conform to the "Standard Specification for Deformed and Plain Billet-Steel Bars for Concrete Reinforcement," ASTM A 615 Grade 60 unless noted otherwise on the drawings. All reinforcing steel required to be welded shall conform to ASTM A 706 "Specification for Low-Alloy Steel Deformed Bars for Concrete Reinforcement".

2. Deformed Bar Anchors: Deformed Bar Anchors shall conform to "Specification for Deformed Steel Wire for Concrete Reinforcement", ASTM A 496 with a minimum yield strength of 75,000

Page 19

Welding reinforcing steel

Welding reinforcing steel is permitted only where specifically shown on the drawings or approved in writing by the structural engineer. All welding shall conform to AWS D1.4. Only weldable reinforcing steel conforming to ASTM A 706 or deformed bar anchors conforming to ASTM A 496 shall be permitted. ASTM A 615 Grade 40 or Grade 60 bars may not be welded for structural use.

Scheduled or detailed reinforcing steel may not be tack welded for any reason.

S. CAST-IN-PLACE CONCRETE

Description of work

Furnish all labor, materials, services, equipment and hardware required in conjunction with or related to the forming, delivery and pouring of all poured-in-place concrete work.

Quality assurance

The Contractor shall be responsible for quality control and quality assurance, including workmanship and materials furnished by his subcontractors and suppliers.

Codes and Standards: Comply with provisions of following codes, specifications and standards, except where more stringent requirements are shown or specified:

1. ACI 301 - "Specifications for Structural Concrete for Buildings".

2. ACI 302 - "Guide for Concrete Floor and Slab Construction".

3. ACI 304 - "Guide for Measuring, Mixing, Transporting and Placing Concrete".

4. ACI 305 - "Hot Weather Concreting".

5. ACI 306 - "Cold Weather Concreting".

6. ACI 350 - "Code Requirements for Environmental Engineering Concrete Structures".

7. Concrete Reinforcing Steel Institute (CRSI), "Manual of Standard Practice".

Inspection and Testing of the Work: Allow free access to material stockpiles and facilities. Tests, not specifically indicated to be done at the Owner's expense, shall be done at the Contractor's expense.

Submittals

Product Data:

Submit manufacturer's product data for proprietary materials and items, including admixtures, patching compounds, epoxies, grouts, waterstops, joint systems, curing compounds, dry-shake finish materials, hardeners, sealers and any other product specified by the Engineer.

Samples:

Submit samples of materials specified if requested by the Engineer.

Laboratory Test Reports and Mix Designs:

Submit laboratory test reports for concrete materials and mix designs as specified in the QUALITY CONTROL TESTING section of the Specifications.

Page 21

Execution

Joints in concrete

Construction Joints: Locate construction joints as indicated on the drawings

Installation of embedded items

Set and build into work embedded items required for other work.

Concrete placement

1. Before placing concrete, inspect reinforcing steel and other items to be embedded.

2. Comply with ACI 304 and the following:

3. Deposit concrete continuously or in layers such that no concrete will be placed on concrete which has hardened sufficiently to cause planes of weakness.

4. Deposit concrete in forms in horizontal layers not deeper than 24". Where placement consists of several layers, place each layer while preceding layer is still plastic.

5. Consolidate concrete by mechanical vibrating or tamping in accordance with ACI 309.

6. Do not use vibrators to transport concrete inside forms. Do not insert vibrators into lower layers of concrete that have begun to set.

7. Deposit and consolidate concrete slabs in a continuous operation.

8. Consolidate concrete so that concrete is thoroughly worked around reinforcement and other embedded items.

9. Bring slab surfaces to correct level with straightedge. Do not disturb slab surfaces prior to beginning finishing operations.

10. Maintain reinforcing in proper position during concrete placement operations.

Finish of formed surfaces

1. Rough Form Finish: Provide rough form finish for surfaces not exposed-to-view.

2. Smooth Rubbed Finish: Provide smooth rubbed finish to form surfaces exposed-to-view not later than one day after form removal.

Finish of slab surfaces

Screed and Broom Finish: Screed slab surfaces with minimum 10 foot screed to specified surface elevation. Apply light broom finish to screed surface perpendicular to flow before surface concrete has set.

Concrete slab tolerances

1. Concrete Slab Finish Tolerance:

a. Slabs shall be within 1/8 inch plus or minus of specified elevation in a 10 foot length.

Page 23

PSI. Standard ASTM A 615 Grade 60 or Grade 40 reinforcing bars may not be substituted for deformed bar anchors.

3. Welded Wire Fabric: Welded smooth wire fabric for concrete reinforcement shall conform to the "Specification for Welded Steel Wire Fabric for Concrete Reinforcement," ASTM A 185 with a yield strength of 65,000 PSI.

4. Tie Wire: Tie wire shall be annealed steel tie wire, minimum 16 gauge. Provide only plastic coated or stainless steel tie wire in exposed concrete structures and all architectural concrete.

Supports for Reinforcement:

1. Provide supports for reinforcement including bolsters, chairs, spacers and other devices for spacing, supporting and fastening reinforcing bars and welded wire fabric in place. Use wire bar type supports complying with CRSI recommendations.

2. Slabs-on-Grade: Use supports with sand plates or horizontal runners designed for use on ground.

3. Exposed to View Concrete: Provide supports with legs which are plastic protected (CRSI, Class 1) or stainless steel protected (CRSI, Class 2).

Splices

Lap Lengths: Lap splice lengths as shown in the Lap Splice Schedule on these drawings.

Execution

Fabrication and delivery

1. Bending and Forming: Fabricate bars to shapes and lengths indicated. Do not heat reinforcement for bending. Bars with kinks or bends not scheduled will be rejected.

2. Marking and Shipping: Bundle reinforcement and tag with suitable identification to facilitate sorting and placing. Maintain reinforcing bars free of mud, dirt, grease, or other coating.

Placing reinforcement

1. Comply with Concrete Reinforcing Steel Institute's recommended practice for "Placing Reinforcing Bars", and as herein specified.

2. Before placing concrete, clean reinforcement of loose rust, mill scale, earth, and/or other materials which might reduce bond with the concrete.

3. Accurately position, support and secure reinforcement against displacement.

4. Place reinforcement to obtain the minimum coverage for concrete protection as shown on the drawings.

5. Install welded wire fabric with adjoining pieces lapped at least one full mesh plus two inches. Welded wire fabric shall be furnished and placed in flat sheets only.

6. Extend reinforcement continuous through construction joints unless shown otherwise.

Reinforcing steel spacing and coverage

1. Reinforcing Steel Coverage: Reinforcing steel coverage should conform to the requirements of ACI 318 unless specified otherwise on the drawings.

Splicing reinforcing steel

1. Splice reinforcing bars only at locations shown the structural drawings and approved shop drawings.

2. All lap splices in reinforcing steel shall be contact lap splices unless detailed otherwise on the drawings.

3. Maintain proper cover between reinforcing bars at splices.

Page 20

Material and Mill Certificates:

Provide material and mill certificates as specified herein and in the Quality Control Testing section of the Specifications.

Concrete materials

Refer to the drawings for classes and strengths of concrete required.

1. Portland Cement: ANSI/ASTM C 150, Type I or Type III, unless otherwise approved by the Engineer. Use one brand of cement, throughout the project, unless approved otherwise by the Engineer.

2. Normal Weight Aggregates: ASTM C 33.

3. Water: Clean, fresh, drinkable, free of oils, acids or organic matter harmful to concrete.

4. Air-Entraining Admixture: ASTM C 260.

5. Water-Reducing Admixture: ASTM C 494, Type A.

6. High-Range Water-Reducing Admixture (Super Plasticizer): ASTM C 494, Type F or Type G.

7. Water-Reducing, Accelerator Admixture (Non-Corrosive, Non-Chloride): 1. ASTM C 494, Type C or E.

8. Water-Reducing, Retarding Admixture: ASTM C 494, Type D.

9. Pozzolan Admixtures: Fly ash may be used provided it conforms to ASTM C 618 Class C or F. Fly ash shall not exceed 20% (one part fly ash to four parts cement) by weight.

10. Calcium Chloride: Calcium chloride or admixtures containing chloride shall not be used in concrete.

Related materials

1. Waterstops: Provide waterstops at all joints and where shown on the drawings.

2. Construction joints: Preformed Adhesive Waterstops.

a. Manufacturer: Synko-Flex Products, Inc. manufactured by the Henry Company.

b. Movement Joints: PVC Dumbbell Type Waterstops. 1.9 inch long dumbbell PVC waterstop complying with U.S. Army Corps. of Engineers specification CRD-C572-74.

3. Liquid Membrane-Forming Curing Compounds:

a. Liquid type membrane forming curing compound complying with ANSI/ASTM C 309 Type I, Class A with a moisture loss not more than 0.055 gr./sq.cm. when applied to 200 sf./gal.

Proportioning and design of concrete mixes

The Contractor shall submit for approval by the Engineer all concrete mix designs.

Concrete mixes

Ready-Mix Concrete: Comply with requirements of ANSI/ASTM C 94, "Ready Mixed Concrete."

Page 22

Concrete curing and protection

General:

1. Protect freshly placed concrete from premature drying and excessive cold or hot temperatures.

2. Curing shall commence as soon as free water has disappeared from the concrete surface. The curing period shall be 7 days for all concrete.

3. Curing shall be in accordance with ACI 301.

Curing Methods:

Cure all concrete surfaces by one of the following methods:

1. Moisture Curing: Provide curing by one of the following methods:

a. Keep concrete surface continuously wet by covering with water.

b. Continuous water-fog spray.

2. Moisture Retaining Cover: Cover concrete surfaces with moisture-retaining cover for curing concrete. Seal by waterproof tape or adhesive.

3. Curing and Sealing Compound: Apply curing and sealing compound to slabs as follows:

a. Apply curing and sealing compound to concrete slabs as soon as final finishing operations are complete. Apply uniformly in continuous operation by power-spray or roller in accordance with manufacturer's directions.

Curing Formed Surfaces:

Cure formed concrete surfaces by moist curing with forms in place for full curing period or until forms are removed. When forms are removed before curing period is complete, continue curing by methods specified above.

Hot weather concreting

Definition:

Employ hot weather concreting practices when any combination of high air temperature, low relative humidity and wind velocity may impair the quality of fresh or hardened concrete.

Specification:

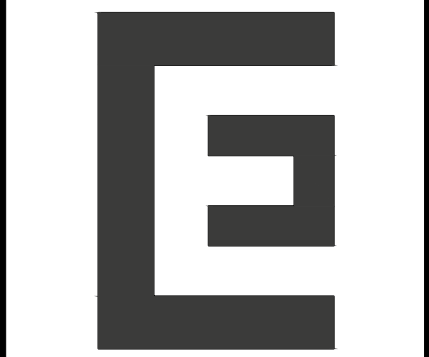
Hot weather concreting practices necessary to limit the concrete temperature at the truck discharge point to 95 degrees Fahrenheit shall be followed according to ACI 305 "Hot Weather Concreting."

Records:

Under hot weather conditions, the Contractor shall keep records of outside air temperature, concrete temperature at truck discharge and general weather conditions.

Page 24

REVISION BLOCK		REVISION DATE & DESCRIPTION	1	2	3	4	5	6	7	8
ISSUE	10.10.23	INITIAL SUBMITAL	1	2	3	4	5	6	7	8



**CARTER
ENGINEERING**

CARTER ENGINEERING
1010 COMMERCE DRIVE
BOGART, GA 30622
P: 770.725.1200
F: 770.725.1204
www.carterengineering.com

EARTHEN DAM DESIGN
PLANS
OF
LITTLE TALLAPOOSA RIVER W/S STR. # 31
022-029-01886 - 33.745150, -84.974470

SHEET TITLE:
SPECIFICATIONS

PROJECT NAME:
CITY OF VILLA
RICA

SHEET NUMBER:
C 7.2

PROJECT NUMBER:
22001CVR

DATE:
10.10.23

Cold weather concreting

Definition:

1. Employ cold weather concreting practices on any day when the outside air temperature is 40 degrees Fahrenheit or less.
2. Cold weather concreting practices shall also be followed whenever the following conditions exist for more than three successive days:
 - a. the average daily air temperature is less than 40 degrees Fahrenheit, and
 - b. the air temperature is not greater than 50 degrees Fahrenheit for more than one half of any 24-hour period.
3. The average daily air temperature is the average of the highest and lowest temperature occurring during the period from midnight to midnight.

Specification:

Cold weather concreting practices necessary to limit the concrete temperatures as specified above shall be followed according to ACI 306R "Cold Weather Concreting".

Records:

Under cold weather conditions, the Contractor shall keep records of outside air temperature, concrete temperature as placed and general weather conditions.

Quality control testing

Field and laboratory testing shall be performed by an Independent Testing Laboratory employed by the owner.

Field sampling of concrete specimens:

1. Test in accordance with ASTM C31.
2. Obtain one set of test specimens for every 50 yards of concrete or fraction thereof, every 5000 sf of horizontal surface area, or a minimum of one set of test specimens from each pour, whichever is larger.

Site Testing:

1. Slump: Test in accordance with ASTM C143 for each sample.
2. Air Content: Test in accordance with ASTM C173 where entrained air is specified.
3. Temperature: Record ambient temperature of the air and the temperature of the concrete for each sample.

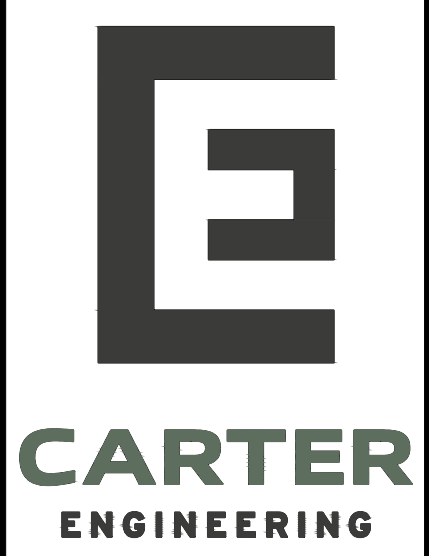
Laboratory Testing:

1. Unit weight.
2. Compressive Strength.

Frequency of testing:

1. One cylinder at 7-days for information.
2. Two cylinders at 28-days for compliance.
3. One cylinder held in reserve.

REVISION BLOCK		REVISION DATE & DESCRIPTION
ISSUE	1	10.10.23 - INITIAL SUBMITTAL
2	...	
3	...	
4	...	
5	...	
6	...	
7	...	
8	...	



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EARTHEN DAM DESIGN
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OF
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022-029-01886 - 33.745150, -84.974470

SHEET TITLE:
SPECIFICATIONS
PROJECT NAME:
CITY OF VILLA RICA
SHEET NUMBER:
C 7.3
PROJECT NUMBER:
22001CVR
DATE:
10.10.23

Timothy Grizzard <tcgrizz@aol.com>

Erin Lewis,

Please accept this email as the revised proposal for the repairs to Cowan Lake Dam based on the latest EPD Safe Dams inspection and based on my conversations with the property owner, Mr. Jared Muse. Mr. Muse has agreed to fence off the front of the dam permanently so that the cows will not continue to damage the slope.

Remove all trees and stumps greater than 8" from the dam and the spillways in the areas identified on the Carter Engineering drawings.

Repair all of the stump holes.

Repair all of the damage to the front side of the dam.

Fence off the front side of the dam so that cows cannot access. Install two access gates.

Cut off all trees, under 8" in diameter, and remove from the designated areas.

Grind up all trees.

Re-grass all damaged areas.

Clean out the discharge to the toe drain that was mentioned by EPD.

Excavate and clean around the discharge of the overflow pipe to determine if any repair is needed.

Total cost - \$120,000

We examined the trash grates and do not see any damage. We do not believe that repair of these grates is necessary.

Thank you for the opportunity to submit this quote.

Timothy C. Grizzard, P.E.

Grizzard & Associates, Inc.



CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: West Plant Ultraviolet System Refurbishment
AGENDA DATE: May 14, 2024

DATE PREPARED: May 1, 2024
PREPARED BY: Erick Broz

AMOUNT: \$ 63,461.00
GL ACCOUNT #: 505-4330-541400
FUNDING SOURCE: Water and Sewer Fund
BUDGETED ITEM? Yes
PUBLIC HEARING: No

PURPOSE: To repair and refurbish the west plant ultraviolet disinfection structure and equipment.

BACKGROUND: The existing structure and equipment is a two-bank system installed during plant construction, and is now in need of an upgrade. The project would include replacement and repair of the equipment used to disinfect the wastewater just prior to discharge to the environment. The replaced equipment would include UV bulbs, ballasts, controls, and wiring, and all labor needed for the project. In its existing condition, staff operates both banks continuously and replaces parts more frequently than normally required.

STAFF RECOMMENDATION: Staff reached out to manufacturer and manufacturer's representatives for pricing, and received one quote. Staff recommends approval.

<u>Vendor</u>	<u>Price</u>
Kingdom Technology Services	\$ 63,461.00

IMPACT: The refurbished system will improve disinfection capabilities both today and as flows increase through the treatment process.

MOTION: I move to approve the Mayor to authorize the engagement of Kingdom Technology Services for the refurbishment of the west plant Ultraviolet system, at a cost of \$ 63,461.00.

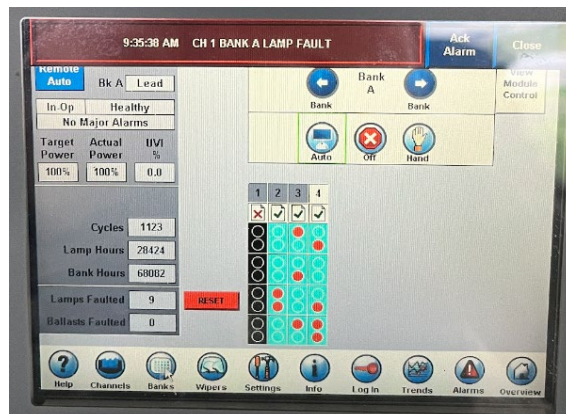
Proposal for:	Erick Broz	Date	05/02/2024
	Villa Rica WWTP	Proposal #	7736 R5
	571 W Bankhead Hwy	Valid until	07/02/2024
	Villa Rica, GA 30180	Terms:	Net 30
Sales Person	ebroz@villarica.gov	Lead Time:	2-4 weeks ARO
	404-927-5103	FOB:	Houston, TX
	PO Number	Ship Via:	Freight

UV System Service
System compliance review, upgrade, update to current requirements

This proposal is to work with the parts and equipment on site to get the system running in its best state. To accomplish this, we will need a few additional components.

System Layout

- 1 channel
- 2 banks
- 8 lamps per bank
- 4 modules each bank
- 64 Total Lamps



The objective is to get the system running to its greatest potential.

This service will include changing out parts and troubleshooting the lamps and ballast not working.

In addition, we will review communications and controls to establish what is needed

PRICING

Qty	Item	Unit Price - U.S.	Total Price - U.S.
64	LD6504 UV Lamps	\$205.00	\$13,120.00
64	Lamp Socket 4p	\$250.00	\$16,000.00
64	QF6004 Quartz Sleeve	\$65.00	\$4,160.00
64	GV0443 Orings	\$9.00	\$576.00
8	Ballast	\$1650.00	\$13,200.00
2	Wiper cleaning solution	\$120.00	\$240.00
1	Hardware, misc wiring for frayed wire repair	Included	included
5	On-site Service Days	\$3650.00	\$18,250.00
1	Full week service 1-day discount	(3650.00)	(3650.00)
1	Using existing parts on hand	Included	Included
2	Travel and/or additional cost	n/a	
1	Shipping cost	\$1565.00	\$1565.00
		Total:	\$63,461.00

***Taxes not included or charged for out of state sale

PROPOSAL VALID FOR 30 days Please reference Kingdom Proposal Number on all
Purchase Orders and correspondence. Thank you for this opportunity to serve your needs.



CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT:	Waterly Operations Software
AGENDA DATE:	May 14, 2024
DATE PREPARED:	May 3, 2024
PREPARED BY:	Erick Broz
AMOUNT:	\$ 6,300.00
GL ACCOUNT #:	505-4330-523850
FUNDING SOURCE:	Water and Sewer Fund
BUDGETED ITEM?	Yes
PUBLIC HEARING:	No

PURPOSE: To engage with Waterly for implementation of operations software for use by plant operators and the FOG/industrial pretreatment coordinator.

BACKGROUND: Staff currently uses hard copies for all data analysis, record-keeping, inspections, and reporting of the treatment facilities, laboratory, and implementation of the industrial pretreatment/fats, oils, and grease program. The software package provides real-time reporting on all plant inspections, sample collection, and analyses.

This program will also meet the requests of business owners to move to a paperless format for restaurant inspections and collection of manifests.

As wastewater operations based software programs for reporting are limited, staff received one quote. Waterly provided a cost of \$6,300.00.

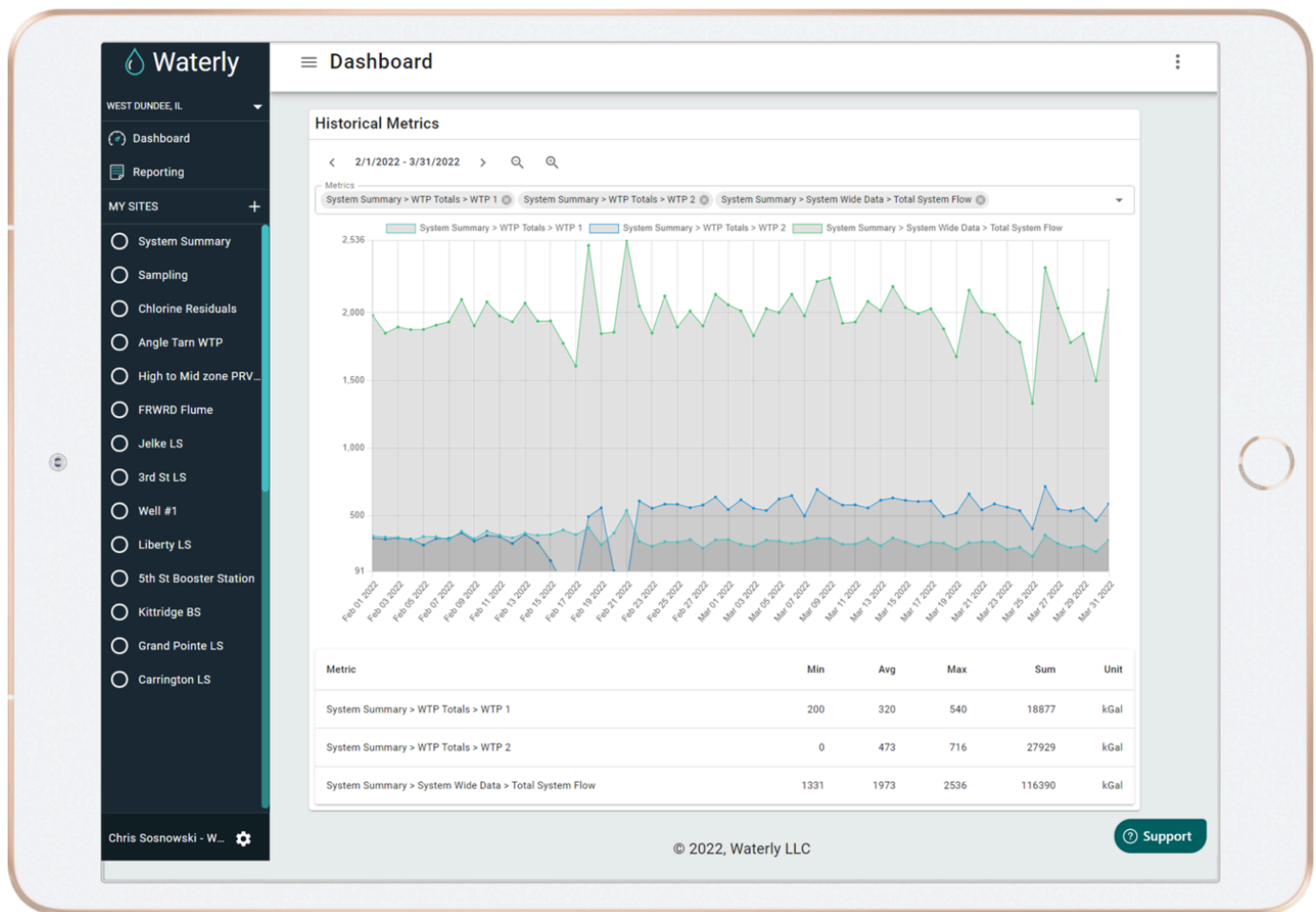
STAFF RECOMMENDATION: Staff recommends engaging with Waterly for the purchase of the operations software from Waterly, at a cost of \$6,300.00.

IMPACT: The program will allow for real-time reporting and record-keeping that meets the requirements of state regulatory agencies, while also providing a path towards paperless reporting by businesses on the fats, oils, and grease program.

MOTION: I move to approve the Mayor to authorize the purchase of the Waterly operations software, at a cost of \$6,300.00.



A smarter way to manage your water & wastewater data.



Services Agreement prepared for: City of Villa Rica, GA
Delivered on: February 14, 2024
Submitted by: Bradley Dreier



WHY WATERLY?

Waterly is the only affordable cloud-based software solution built specifically for the unique needs of water and wastewater operators. No fluff. No useless features. Just simple and reliable software designed to **stay out of the way and just make your life easier**. We're on a mission to assist Operators and Managers as you shift into the crazy world of managing your data digitally. We are not a replacement for SCADA, but a relational database that "speaks lab, SCADA and operator," in that we recognize the irreplaceable value of a human being alongside the value of smart instruments and devices. Bottom line is that Waterly provides a smarter way to manage water and wastewater data. We do this by providing you the following benefits:

- **Simplified Regulatory reporting:** Create monthly operating and discharge monitoring reports with ONE CLICK. We compile the report automatically. Make yourself and your regulators happy.
- **Single source of truth:** Utilize an always visible, single source for your data. No more pouring through dozens and dozens (hundreds?) of spreadsheets to compile and then analyze data. Make informed decisions with a live dataset that you own.
- **Manage water-related water business goals:** Easily compare total water produced to total water billed. See what your max and minimums are for your fiscal year in <10 seconds. Save massive amounts of time during inspections.
- **Defensible & Cybersecure Data:** Waterly's Audit Log helps organizations and regulators see who did what, when, and here, helping operators to shine as good stewards of information. No more "who erased that number? Data is encrypted in transit, encrypted at rest, and is continuously backed up in a Microsoft Azure data center with a location diverse warm spare. Sleep better at night.
- **Data accuracy:** Eliminate paper and clipboards forever, as well as double data entry. Identify potential issues in the field instead of waiting to enter data later with normal operating ranges and email-based notification of issues.
- **Dashboard and trending:** Summary flow, chemical, and permitted parameter trends make it easy to see details on flow rate and total flow over various time periods.
- **Feed data from your PLCs or SCADA automatically:** Waterly supports most PLC and Internet-based metering and chemical systems. No more copying and pasting from SCADA into your reports.



"I can't believe I was using pencils and clipboards for so long. There is no way I would ever go back now that we're using Waterly."

- Adam Peters, Superintendent for West Dundee, IL

"I don't love technology, but I love Waterly. Anyone can use it"

- Dave Brown, Wastewater Supervisor for Mukwonago, WI



FUTURE PROOF

Expand your utility's water data capabilities integrations with *WaterClick*® vetted partners. Waterly takes care of your rounds, reports and regulatory issues. WaterClick partners can help with power, tank levels, lab data, cyber security, GIS and asset management, and SCADA connectivity at this time. All our partners are vetted to be compatible, provide direct customer support to Waterly customers, and are easy to implement and affordable. We are constantly working on vetting new potential partners so you will be able to do as much with your data as you might want.

IPAD TABLET WITH CASE

We also optionally offer managed at-cost Apple 5G iPads and Industrial (MIL-810H specification) cases to lease. These come configured for Verizon through a joint purchasing agreement with the rest of WaterClick's customers, making the data plan part of a large, government-focused *shared plan* with other utilities. While the tablets cannot be used for personal use, we encourage our customers to use the tablets for other apps that are useful, such as GIS from [Diamond Maps](#), [Ziptility](#), [Esri](#) and many other mapping, email, contacts, [Microsoft 365](#), Google Cloud, and other apps. The Garage (Waterly support) team is available to help you select other apps that are designed for water/wastewater.

NEXT STEPS

1. Please read the Terms and Conditions linked below.
2. Click the 'Sign here' button below and digitally sign in the box that pops up. You'll get a copy of the contract emailed after it is executed that you can print out or save.
3. You'll then get a "Welcome to Waterly" email within a few days with a link to a form that collects additional details and will request copies of your existing monthly operating reports.
4. We partner with you to onboard. In order for us to stay so affordable, **we require your help in setting up the app**. You will be asked to provide information about your facilities and answer questions in a timely manner. We also will require that you engage in the onboarding process with us!

TERMS AND CONDITIONS

The following documents are incorporated by reference to this Services Agreement and can be viewed by clicking the text below:

[1.0 Standard Terms and Conditions](#)

[2.0 Description of Services](#)

[3.0 Support Policy](#)

PRICING

Waterly is delivered as a service. You pay annually and we take care of the details so you can focus on water. There's nothing to install on your computer and no IT expertise required; all you need is an Internet connection. Waterly is priced according to the average daily flow per system. See the table below for details on how we are pricing your usage; you may use up to 50 users and up to 2000 metrics, so feel free to ask us to add to it as you see fit. Note items that are **OPTIONAL** require that you click the box next to them and indicate quantity. You can expect to receive your first invoice within a month of signing your contract. Upon receiving a signed contract, our OPS Team begins to invest time and resources into building your Waterly site. Please see the disclaimers below for how you can help move your onboarding process along smoothly.



PRODUCT PRICING TABLE (PRICING GOOD THROUGH 05-31-24)

Description		Quantity	Price
Waterly Base Subscription - 1.6 MGD Avg Wastewater	\$4,200/year	1	\$4,200/year
WWTP Onboarding Fee 50% of First Year Subscription (one-time implementation fee)			\$2,100
☐ OPTIONAL WaterClick for SCADA Connect up to 3 compatible PLCs or SCADA servers. Push to Waterly	\$1,300/year	0	\$0/year
Total Annual Fee (Billed at when initial build is ready for review)			\$4,200
Total One-Time Implementation Fee (Billed after Signature)			\$2,100

IMPORTANT DISCLAIMERS

You and your operators' participation in this service is essential. Waterly maintains our affordability because our customers share in the configuration of system(s) in our platform. You agree to actively support the transition in the following ways:

1. Provide **system diagrams** (hand-written if needed) showing processes, meters, chemical addition & instrument locations, Excel **or PDF copies of handwritten log sheets, spreadsheets, and reports.** Please provide filled out data **with units.**
2. Respond to requests in a timely manner (approximately within 5 business days).
3. Complete the online Supervisor and Operator training courses (<1 hour of YouTube videos).
4. Complete your evaluation period and provide feedback of each site **within one month** of gaining access to the Waterly site(s).

By signing below, you recognize that not performing the above responsibilities may require additional labor from Waterly, that is available at \$150/hr to support system onboarding beyond the expectations above.



INITIAL
Tom Barber

Chris Sosnowski, CEO
Waterly, LLC



SIGNATURE
Tom Barber

Tom Barber
City of Villa Rica, GA



CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: To approve the updated customer sanitation rates due to GFL's 5.3% rate increase effective July 1, 2024.

AGENDA DATE: 05/14/24

DATE PREPARED: 04/25/24

PREPARED BY: Jennifer Hallman, Finance Director

AMOUNT: Approx. \$14,550 (3 months)

GL ACCOUNT #: 540-4500-522110

FUNDING SOURCE: Solid Waste Operating Budget

BUDGETED ITEM? No, but revenue will offset the increase in expenditures.

PURPOSE: To approve the updated customer sanitation rates due to GFL's 5.3% rate increase based on the Consumer Price Index for All Urban Consumers (CPI-U) effective July 1, 2024.

BACKGROUND:

Based on the GFL contract: *"The service fee will be increased annually every July 1st to reflect the annual adjustment based on Table 1 of the Consumer Price Index for All Urban Consumers (CPI-U): U.S. Town Average, by expenditure category and commodity and service group, Water and Sewer and Trash Collection Services."*

GFL Rate - Current vs. New			
	Current	5.30%	New
	GFL Rate	Increase	GFL Rate
First Cart	\$ 15.19	\$ 0.81	\$ 16.00
Second Cart	9.39	0.50	9.89
Low Income Senior	15.19	0.81	16.00

VR Customer Rate - Current vs. New			
	Current		New
	VR Rate	Increase	VR Rate
First Cart	\$ 17.48	\$ 0.81	\$ 18.29
Second Cart	9.39	0.50	9.89
Low Income Senior	13.11	0.61	13.72

STAFF RECOMMENDATION: To approve the updated customer sanitation rates due to GFL's 5.3% rate increase based on the Consumer Price Index for All Urban Consumers (CPI-U) effective July 1, 2024.

IMPACT: Rate increase of \$0.81 for the first cart; an increase of \$0.50 for the second cart. There will also be an increase of \$0.61 for the low-income senior cart.

MOTION: I move to approve the updated customer sanitation rates due to GFL's 5.3% rate increase based on the Consumer Price Index for All Urban Consumers (CPI-U) effective July 1, 2024.



April 24, 2024

RE: Solid Waste Collection, Recycling, and Disposal Services – Adjustments to Rates

Mr. Tom Barber,

Thank you for allowing us the opportunity to provide solid waste disposal services to your community. We sincerely enjoy providing this service and value our relationship with the City of Villa Rica.

As per our agreement, “The Service Fee will be increased annually every July 1st to reflect the annual adjustment based on Table 1 of the Consumer Price Index for All Urban Consumers (CPI-U): U.S. City Average, by expenditure category and commodity and service group, Water and Sewer and Trash Collection Services (2).”

Attached please find a document that states a 5.3% change over the most recent 12 months prior to March 1, 2024. We will implement the CPI Increase of 5.3% increase for the billing period of July 1, 2024, to all services we provide the City of Villa Rica.

Thank you again for the opportunity to support the solid waste program in your community. We thank you for your business and we look forward to continuing our relationship. In the meantime, if you have any questions or concerns, please do not hesitate to call me.

Best Regards,

Jesse Hill

Jesse Hill
General Manager
770-371-4340

Databases, Tables & Calculators by Subject

Change Output Options:

From: 2023

To: 2024



☐ include graphs ☐ include annual averages

[More Formatting Options](#) ➔

Data extracted on: April 24, 2024 (1:18:43 PM)

Consumer Price Index for All Urban Consumers (CPI-U)

Series Id: CUSR0000SEHG

Seasonally Adjusted

Series Title: Water and sewer and trash collection services in U.S. city average, all urban consumers, seasonally adjusted

Area: U.S. city average

Item: Water and sewer and trash collection services

Base Period: DECEMBER 1997=100

Download: [xlsx](#)

Year	Mar
2023	283.892
2024	298.900

12-Month Percent Change

Series Id: CUSR0000SEHG

Seasonally Adjusted

Series Title: Water and sewer and trash collection services in U.S. city average, all urban consumers, seasonally adjusted

Area: U.S. city average

Item: Water and sewer and trash collection services

Base Period: DECEMBER 1997=100

Download: [xlsx](#)

Year	Mar
2023	5.4
2024	5.3

[Bureau of Labor Statistics Data \(bls.gov\)](https://www.bls.gov)



CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: 2025 Budget and Millage Calendar
AGENDA DATE: 05-14-2024

DATE PREPARED: 04-30-2024
PREPARED BY: Jennifer Hallman, Finance Director

PURPOSE: To approve the calendar for the 2025 budget and millage rate process.

BACKGROUND: The calendar details tentative budget workshops, public hearings, and other Council meetings for the 2025 budget season.

STAFF RECOMMENDATION: To approve the calendar so that the dates can be reserved, and other meetings and calendar requests can be scheduled accordingly.

MOTION: I move to approve the 2025 Budget and Millage Calendar as proposed.

Date	Time	Location	CM + Finance	Staff	Council	Description
Tuesday, June 11, 2024	2pm - 4pm	City Hall	●			FY25 Budget - City Manager and Finance staff
Tuesday, June 18, 2024	2pm - 4pm	City Hall	●			FY25 Budget - City Manager and Finance staff
Tuesday, Jun 25, 2024 - Wednesday, Jul 3, 2024	Various	City Hall		●		Departmental budget request discussions with City Manager and staff
Friday, July 12, 2024	2pm - 4pm	City Hall	●			FY25 Budget - City Manager and Finance staff
Tuesday, July 16, 2024	2pm - 4pm	City Hall	●			FY25 Budget - Mayor, City Manager and Finance staff
Tuesday, July 23, 2024	2pm - 4pm	City Hall	●			FY25 Budget - Mayor, City Manager and Finance staff
Wednesday, August 14, 2024	2pm - 4pm	City Hall	●			FY25 Budget - Mayor, City Manager and Finance staff
Tuesday, August 20, 2024	10am	Courtroom			●	Special Called Council Meeting: Public Hearing #1 for Millage Rate
Tuesday, August 20, 2024	10am - 3pm	Courtroom			●	Special Called Council Meeting: 2025 Budget Workshop
Tuesday, August 20, 2024	6pm	Courtroom			●	Special Called Council Meeting: Public Hearing #2 for Millage Rate
Tuesday, August 20, 2024	2pm - 4pm	City Hall	●			FY25 Budget - Mayor, City Manager and Finance staff
Tuesday, August 27, 2024	6pm	Courtroom			●	Special Called Council Meeting: 2025 Budget Workshop
Tuesday, August 27, 2024	6pm	Courtroom			●	Special Called Council Meeting: Public Hearing #3 and Adoption of Millage Rate
Tuesday, August 27, 2024	6pm	Courtroom			●	Special Called Council Meeting: Public Hearing #1 for 2025 Budget
Wednesday, August 28, 2024	2pm - 4pm	City Hall	●			FY25 Budget - City Manager and Finance staff
Tuesday, September 3, 2024	6pm	Courtroom			●	Special Called Council Meeting: Public Hearing #2 for 2025 Budget
Friday, September 6, 2024	2pm - 4pm	City Hall	●			FY25 Budget - City Manager and Finance staff
Tuesday, September 10, 2024	6pm	Courtroom			●	Council Meeting: Adoption of the 2025 Budget



CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: 2024 Budget Amendments #238-241

AGENDA DATE: 05-14-2024

DATE PREPARED: 04-25-2024

PREPARED BY: Jennifer Hallman, Finance Director

AMOUNT: See Exhibit A

GL ACCOUNT #:

FUNDING SOURCE:

BUDGETED ITEM?

PUBLIC HEARING:

PURPOSE: To adopt a resolution amending the 2024 budget

MOTION: I move to adopt a resolution amending the 2024 fiscal year budget pursuant to Section 2-71 of the City Charter.

Stormwater Utility Study		<i>Council approved a Stormwater Utility study on 04/09/24. Funds were budgeted in the prior year rolled in Stormwater's fund balance.</i>
Source of Funds:	Stormwater Fund Balance	

Item	Account Name	Account Type		Amount
238 560-4320-521200	Professional Services	Expense	Increase	135,500
239 560-381000	Use of Fund Balance	Revenue	Increase	135,500

GFL Rate Increase & Customer Rate Increase for Sanitation		<i>Due to GFL's 5.3% increase and VR's customer rate increase, adjustments to both revenue and expenditures are needed for three months (Jul - Sept).</i>
Source of Funds:	Sanitation Revenue	

Item	Account Name	Account Type		Amount
240 540-4500-522110	Disposal (Garbage Pickup)	Expense	Increase	14,550
241 540-344110	Use of Fund Balance	Revenue	Increase	14,550

STATE OF GEORGIA
CITY OF VILLA RICA

A RESOLUTION TO APPROVE AN AMENDMENT TO THE BUDGET
FOR THE FISCAL YEAR 2024 FOR THE CITY
PURSUANT TO SECTION 2-71 OF THE CITY CHARTER

WHEREAS, the Mayor and City Council adopted the 2024 Budget on September 12, 2023, which incorporated all of the various funds of the City; and

WHEREAS, the Mayor and Council have determined it appropriate to amend the budget for the reasons set forth herein; and

WHEREAS, the Mayor and Council have reviewed the proposed budget; and

WHEREAS, each of the funds, as amended, has a balanced budget, such that anticipated revenues equal or exceed proposed expenditures.

NOW, THEREFORE, the Mayor and City Council of the City of Villa Rica, Georgia, hereby resolve as follows:

Section 1. That the City of Villa Rica, Georgia, hereby amends the Budget for Fiscal Year 2024, said budget amendment being described as Amendment No. 238-241, attached hereto, and incorporated as Exhibit A.

Section 2. That any increase or decrease in appropriations or revenue of any fund or for any department; the establishment of new capital projects; or the establishment of new grant projects other than those expectations provided for herein, shall require approval of the City Council.

Section 3. That the City Manager and his/her designee may promulgate all necessary internal rules, regulations, and policies to ensure that this Budget Amendment Resolution is followed.

Section 4. This Resolution shall be effective immediately upon its adoption.

1. It is hereby declared to be the intention of the Mayor and City Council that all sections, paragraphs, sentences, clauses, and phrases of this Resolution are and were, upon their enactment, believed by the Mayor and City Council to be fully valid, enforceable, and constitutional.

2. It is hereby declared to be the intention of the Mayor and City Council that, to the greatest extent allowed by law, each and every section, paragraph, sentence, clause, or phrase of this Resolution is severable from every other section, paragraph, sentence, clause or phrase of same. It is hereby further declared to be the intention of the Mayor

and City Council that, to the greatest extent allowed by law, no section, paragraph, sentence, clause, or phrase of this Resolution is mutually dependent upon any other section, paragraph, sentence, clause, or phrase of same.

3. In the event that any phrase, clause, sentence, paragraph or section of this Resolution shall, for any reason whatsoever, be declared invalid, unconstitutional or otherwise unenforceable by the valid judgment or decree of any court of competent jurisdiction, it is the express intent of the Mayor and City Council that such invalidity, unconstitutionality, or unenforceability shall, to the greatest extent allowed by law, not render invalid, unconstitutional or otherwise unenforceable any of the remaining phrases, clauses, sentences, paragraphs or sections of the same and that, to the greatest extent allowed by law, all remaining phrases, clauses, sentences, paragraphs and sections of the Resolution shall remain valid, constitutional, enforceable, and of full force and effect.

4. All ordinances or resolutions and parts of ordinances or resolutions in conflict herewith are expressly repealed.

5. The within resolution shall become effective upon its adoption.

SO RESOLVED AND EFFECTIVE this the _____ day of _____, 2024.

Approved:

Leslie McPherson, Mayor

Attest:

Theresa Campbell, City Clerk



CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: Wikipedia Page Update
AGENDA DATE: May 2024

DATE PREPARED: May 2, 2024
PREPARED BY: Ken Denney, Public Information Officer

AMOUNT: \$7,500
GL ACCOUNT #: 100-1320-521200
FUNDING SOURCE: General Fund
BUDGETED ITEM? Yes
PUBLIC HEARING: No

PURPOSE:

To update the City's Wikipedia entry with brand-consistent information and bring it into compliance with Wikipedia Foundation standards.

BACKGROUND:

The City's Wikipedia entry was first created in October 2002. Since then, it has been updated and expanded numerous times, always by volunteer editors in accord with Wikipedia Foundation rules. However, the city has a vested interest in ensuring that correct information is always included in the article.

Wikipedia is one of the world's most important sources of information. Along with the city's Web Page, it is the outside world's best and unbiased source of information about the City. It guides those in a position of deciding where to locate businesses, where to spend their tourism dollars, and even what city they should relocate to within the metro area.

It is important that those who need information about the City always have correct and updated data. However, Wikipedia has an elaborate set of rules for edits that essentially make it unwise for subjects of Wikipedia entries to take a DIY approach.

Staff proposes that a consulting firm be engaged to review the current Wikipedia entry and to provide guidance as to how it should be updated and thereafter maintained.

Such companies operate in a rare environment and there are very few of them. After more than 1.5 years of searching, Staff has found only two worthy of consideration. As the update was scheduled for the current budget, and because the update of Wikipedia entry is integral to the

larger branding initiative, it is time to make a choice between these two companies, Beutler Ink and Elite Wiki Publishers.

STAFF RECOMMENDATION:

Staff recommends Beutler Ink be hired for this project, as it has the longest track record and its management has helped designed Wikipedia's own standards

IMPACT:

An updated, always accurate Wikipedia entry that will intelligently guide outside investors and business partners for the city, as well as provide information for tourists and potential residents.

MOTION:

I move that the City hire Beutler Ink to provide consulting services and assistance with the City of Villa Rica Wikipedia project for the budgeted cost of \$7,500.

Wikipedia Project

May, 2024

Background

A city has two “front doors” on the internet – its webpage and its Wikipedia entry. When a resident or tourist needs information about a city they visit the webpage. But when potential investors, site inspectors, or business partners want information, they look us up on Wikipedia.

There may have been a time when Wikipedia was derided as a source of information. This is no longer true; Wikipedia is now the world’s largest online reference source and has very stringent controls over its content, including the rule that no “original content” – that is, no presumably biased content written by the subject of a Wikipedia article – will pass review by Wikipedia editors.

A city therefore has a vested interest in ensuring that all the information is accurate and up-to-date. Our current Wikipedia article has been updated several times since it was first created 22 years ago, but never with the attention it deserves.

The entry does need an update to be made more accurate and more consistent with our overall branding. However, it would be unwise for anyone without a knowledge of Wikipedia’s briar patch of rules and regulations for edits to take on that task without guidance.

Finding someone who can do this has been surprisingly difficult. I’ve been at it for about two years now, and most of the companies I have researched have turned out to be problematic, with reputations that range from bad to terrible. But I have found two that I would recommend for the job.

Both companies have submitted proposals that are consistent with the \$7,500 allocated in the 2024 fiscal budget (page 58).

The Companies

Beutler Ink	Elite Wiki Publishers
Based in Washington DC. For the past 14 years, they have been led by a pioneer in Wikipedia consulting. In fact, the company has helped set the standards Wikipedia now follows.	Based in Manhattan, NY, The company has a strong background in preparing articles that comply with the many rules and regulations set by Wikipedia. They have been in business for nine years, have over 1,000 clients, and have generated 1,400 Wikipedia articles.
Their proposal: • Training staff to engage directly with Wikipedia's volunteer community. • Training staff how to follow Wikipedia's terms of use and best practices. • Training on how to integrate our goals for the Wikipedia entry with the organization's rules	Their proposal: • To create content for the article • To format that content per Wikipedia standards • Maintain the article for one-year • Transfer content ownership rights to us
Project cost: \$7,500	Project cost: \$6,500

Discussion

While Elite Wiki offers a service that is \$1,000 less than Beutler Ink, I believe the Beutler proposal is superior.

I am concerned about Elite's "one stop shop" approach because the reputation of companies that create entire Wikipedia articles is not high. Elite is not one of those companies, but I think their process has been tainted by similar companies.

On the other hand, Beutler is more established within the realm of Wikipedia and I believe they're better suited to follow the rules. Our Wikipedia presence is too valuable to take chances. Plus, they propose to teach us how to do it ourselves,

and I think it's better to be independent than dependent. And finally, they believe we can have our improved article online within three months, which fits the timeline of our new website rollout.

For these reasons, Staff recommends that the city accept the proposal by Beutler Ink.



Wikipedia Training Proposal



Proposal for
Villa Rica, GA

Delivered on
April 30, 2024

Expires on
May 31, 2024



**Beutler
Ink**

Introduction

Wikipedia is the world's most important source of information. Long one of the top 10 global websites and ubiquitous in Google's search results, Wikipedia is far and away the most widely-read reference work in human history. Its breadth of coverage and authoritative style has given it the ability to influence public opinion and institutional reputations like no other website.

Unfortunately, Wikipedia's coverage often falters. The reasons are simple: the site's more than six million articles are entirely maintained by volunteer editors, and Wikipedia's rules about "conflict of interest" discourage PR and representatives with conflicts of interest who wish to help. But you are in luck: this is the kind of problem we help solve every day.

Beutler Ink has more than a decade of experience helping editors with conflicts of interest navigate Wikipedia ethically and successfully. Our approach is built on our strategists' expert knowledge of Wikipedia's content guidelines and policies, and our founder's work with the Wikipedia community and PR agencies to establish rules for editing with a conflict of interest. Our approach is 100% by-the-book and is aimed at creating long-lasting improvements to the encyclopedia while ensuring you follow the site's conflict of interest rules.

In this proposal, we will provide our assessment of your current situation based on Wikipedia's guidelines, make recommendations for how best to address these issues, and outline the resources and timeline required to support your objectives on Wikipedia.

This document includes the following:

Assessment of current article	2
Recommended approach	3
Timeline and Budget	4
Appendix 1. Beutler Ink	4
Appendix 2. The Beutler Ink Difference	6
Appendix 3. Work Samples	7
Wikipedia Examples	7
Digital Listening Services	8

Assessment of current article

The current Villa Rica, Georgia, article on Wikipedia is somewhat outdated and missing early history of the city. We can help set up the Villa Rica communications team to meaningfully interact with Wikipedia editors to positively influence the city's coverage on Wikipedia. Because Wikipedia's rules discourage individuals from directly editing topics where they have a financial connection, we can train the city's team on how to take a hands-off approach to Wikipedia engagement, whereby you will use Wikipedia's discussion pages to make Wikipedia editors aware of the problems you have identified and persuade them to support your solutions.

Recommended approach

Our primary suggestion is a training program for Villa Rica's communications team.

We recommend an engagement whereby Beutler Ink will work with your team to update and expand the current article (https://en.wikipedia.org/wiki/Villa_Rica,_Georgia). This engagement will involve a phased approach including research, content drafting and outreach to the Wikipedia community.

Beutler Ink offers a Wikipedia training program to educate communications professionals about how to seek updates to the encyclopedia following Wikipedia's terms of use and best practices, particularly for editors who are approaching Wikipedia with a financial conflict of interest. There are three main components:

1. Beutler Ink's Introduction to Wikipedia

- This begins with a live webinar over Google Meet (or other conferencing platform of your choice) for you and your team. Here, we introduce you to Wikipedia so you can better understand its many rules for content development and conflict of interest editing and how they apply to communications professionals
- You'll develop an understanding of who runs Wikipedia and who edits Wikipedia. You'll learn about Wikipedia's rules, key guidelines, and best practices that you will need to know, specifically focused on conflict of interest editing. You'll also learn how to navigate a site that is unintuitive and intimidating for new users
- You'll begin to understand how to prepare content, use sourcing, and make requests for updates about your business or clients

2. Interactive training

- Three (3) hours worth of interactive training sessions done over Google Meet (or other conferencing platform of your choice)
 - Each session must be at least one hour
- These live sessions are run by one or more of Beutler Ink's Wikipedia strategists
- Our strategists will walk you through account set up process, and cover important pages and discussion boards on Wikipedia where you'll be able to seek assistance
- Our Wikipedia experts will answer questions you have about Wikipedia, how your priorities match up to Wikipedia's guidelines, and offer insight into how you can successfully engage with editors

- Our team will provide recommendations and training tips for how you can achieve your specific goals
3. Documentation
- Outreach guide offering further information on engaging with Wikipedia editors, including templates showing how to start a conversation on an article Talk page, how to reply to feedback, and how to find and start discussions with individual editors
 - Citation formatting cheat sheet
 - Key guidelines

Timeline and Budget

The fee for the Wikipedia training is \$7,500 and all training sessions must be completed within three (3) months.

Projected Start Date: The first available start date for this project will be determined based on your availability to begin and our project pipeline. Project to commence no sooner than 5 work days and no later than 15 work days after full execution of the SOW. If we move forward with an engagement, we will determine the official start date based on when the project is approved and paperwork is finalized.

Thanks!

Thank you for your consideration of this proposal. Please don't hesitate to reach out to Robin FitzClemen if you have any questions. You can reach him at robin@beutlerink.com.

Note that Beutler Ink's pricing may change for future projects, but for the term of this project the above quote is fixed.

Appendix 1. Beutler Ink

Background

Since its founding in 2010, Beutler Ink has put a unique emphasis on Wikipedia engagement, helping brands, companies and organizations solve critical issues on the Internet's most important, least understood website. We're proud to say our team creates and wins placement for some of Wikipedia's best articles.

Although Wikipedia calls itself the "encyclopedia anyone can edit", making significant changes is much more difficult. Wikipedia's written rules and unwritten customs can be daunting, while communications professionals and volunteer Wikipedians often have difficulty recognizing their common ground. Bridging this gap is why Beutler Ink exists.

Experience

Beutler Ink's founder and president, **William Beutler** has been a volunteer editor since 2006 and a client specialist for Wikipedia projects since 2008. He is the author of a widely-followed blog, *The Wikipedian*, and is often sought out by print and TV media for comment on Wikipedia issues. He founded Beutler Ink in 2010, and is widely recognized for working to improve the relationship between Wikipedia's editors and the PR industry. In 2020 his essay "Paid With Interest: COI Editing and its Discontents" was included in *Wikipedia @ 20: Stories of an Incomplete Revolution*, published by MIT Press.

Appendix 2. The Beutler Ink Difference

Among the very few agencies who provide consulting on Wikipedia, we have become known as the marketing and communications industry leader in Wikipedia for three key reasons:

1. We observe Wikipedia best practices

Our company follows the "bright line rule" recommended by Wikipedia founder Jimmy Wales and ratified in practice by Wikipedia's volunteer editors. Our team in fact makes no direct edits to Wikipedia articles, and we strongly advise our partners to follow the same path. As Wales explains:

"This is a very simple rule that constitutes best practice: do not edit Wikipedia articles directly if you are a paid advocate. Instead, contribute proposed edits to the talk page, and escalate to appropriate venues on Wikipedia if you are having trouble getting people's attention."

At Beutler Ink, we always: disclose relevant client relationships to volunteers, identify constructive solutions to existing problems, and ask Wikipedia's volunteer editors to make changes on our behalf.

2. We helped set the industry standard

Company namesake William Beutler is a 14-year veteran of Wikipedia as well as a prominent member of its community who has helped to shape Wikipedia's thinking on many issues. He first began developing a Wikipedia consulting service in the late 2000s and, through this work, has played a key role defining the ethical practice of PR engagement on Wikipedia. In 2014 he convened a roundtable discussion of PR industry thought leaders and Wikipedia editors to discuss issues surrounding "paid editing", leading to an agreement by 8 of the top 10 PR firms pledging to abide by Wikipedia's rules and to educate clients and colleagues accordingly.

3. We help make Wikipedia better

Beutler Ink will always follow Wikipedia's guidelines first and foremost, and will not press for changes that we know are against those guidelines. In particular, we aim to develop neutral and encyclopedic content and do not propose promotional language. We do not try to hide major controversies or criticism, but instead we make sure it is represented with the proper weight it is due. Volunteer Wikipedia editors are very sensitive to attempts at "whitewashing", in particular, so by taking an open and neutral approach instead, we build goodwill, vastly reducing the potential for negative blowback. Our commitment to making Wikipedia better is why we are so successful.

Appendix 3. Work Samples

Wikipedia Examples

Citrix Systems

Technology firm Citrix Systems' coverage on Wikipedia was extensive due to its well-known products and its acquisition of multiple technology firms. However, the company's evolution and product developments led to much of the information being out of date, inaccurate or poorly organized. In August 2014, we began a relationship with Citrix, aiming to assess and improve several articles relating to the company and its products. We began with a thorough audit of Citrix's presence on Wikipedia, and delivered a full report of our findings to the company. Through 2015, we worked to complete a full refresh of the Citrix Systems article in addition to creating articles for several of its products and working to update existing product articles. By the end of the year, the Citrix Systems article was completely rewritten to provide a much more coherent and up-to-date narrative about the company. In 2016 and 2017, we continued our work with Citrix, providing regular monitoring of the existing Citrix articles, making requests to the Wikipedia community for updates and continuing to work on updating and creating product articles.

Articles improved:

- [Citrix Systems](#) [ShareFile](#)

Articles created:

- [Kirill Tatarinov](#) [XenApp](#) [Receiver](#)
- [Jesse Lipson](#) [XenDesktop](#) [NetScaler](#)
- [Citrix Cloud](#) [XenMobile](#) [List of mergers and acquisitions](#)

Verizon

For Verizon, our initial goals were twofold: to significantly improve the main article on the brand, and to train up their communications team on how to engage with the Wikipedia community. Under our mentorship and with our research and writing support, they established a key point of contact on Wikipedia and have been able to develop a better organized, fully developed, accurate and informative article for Verizon Communications. During 2014 to 2015, the Verizon Communications article developed from an outdated, confusing article that included a lengthy *Controversies* section, to one that Verizon is truly proud of. In the same period, we also worked with the Verizon team to address inaccuracies in an article on a telecommunications-related topic and place an improved article for the company's Verizon Enterprise Solutions arm. From 2015 through 2016, we continued to support Verizon to improve both the Verizon Wireless Wikipedia article and make updates to the Verizon Fios article. We now provide ongoing monitoring of the Verizon article and support for making updates and addressing topics of interest to Verizon on Wikipedia.

Articles improved:

- [Verizon Communications](#) [Verizon Enterprise Solutions](#) [Verizon Wireless](#)



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PROPOSAL

Dont Settle Fot the Ordinary,When The
Elite Wiki Publishers Is At your Service

(855) 258-1605

info@elitewikipublishers.com

www.elitewikipublishers.com





Dear Ken,

Elite Wiki Publishers is a leading authority in the field of professional Wikipedia content creation services. Our mission is to empower individuals and organizations by establishing a credible online presence through accurate and compelling Wikipedia articles. Driven by a commitment to excellence, we strive to deliver content that not only meets but exceeds the highest standards set by Wikipedia. Our core competencies lie in the meticulous creation and maintenance of Wikipedia content, ensuring our clients' stories are presented authentically and effectively.

This proposal aims to provide a comprehensive overview of Elite Wiki Publishers' specialized Wiki Content Creation Services. With a primary focus on creating and maintaining Wikipedia content for our esteemed clients, this proposal outlines the meticulous process and dedication we bring to the table. From crafting engaging narratives to adhering strictly to Wikipedia guidelines, our proposal is designed to showcase the value we add to enhancing online visibility and reputation.

Previously Published Work

Elite Wiki Publishers takes pride in its track record of creating impactful Wikipedia articles for a diverse range of clients. Our portfolio is a testament to our commitment to delivering high-quality content that aligns with Wikipedia's standards and exceeds the expectations of our clients.

A. Showcase of Notable Wikipedia Articles

1. [CSG International](#)
 - A comprehensive article highlighting CSG International's history, achievements, and contributions in the industry.
2. [Teneo](#)
 - An engaging Wikipedia entry that captures the essence of Teneo, showcasing its services, leadership, and notable milestones.



(855) 258-1605



info@elitewikipublishers.com



442 5th Avenue Manhattan, NY 10018

3. [APCO Worldwide](#)

- A well-crafted Wikipedia article providing an in-depth overview of APCO Worldwide, its global presence, and impactful projects.

4. [Daniel Galera](#)

- A detailed biography of Daniel Galera, capturing his literary contributions, accolades, and cultural impact.

5. [Josita Anola](#)

- A compelling Wikipedia profile highlighting the achievements and professional journey of Josita Anola.

6. [Eileen O'Donnell](#)

- An informative Wikipedia article presenting the professional background and accomplishments of Eileen O'Donnell.

7. [Theodore W. Allen](#)

- A comprehensive Wikipedia entry covering the life, work, and contributions of Theodore W. Allen in his respective field.

8. [Allison Hagendorf](#)

- An engaging Wikipedia profile showcasing the multifaceted career and achievements of Allison Hagendorf.

9. [Richard G. Braungart](#)

- A well-documented Wikipedia article detailing the professional journey and impact of Richard G. Braungart.

About Us

Elite Wiki Publishers stands as a trailblazer in Wiki content creation services, boasting a rich history of exceptional results. Our relentless commitment to shaping compelling online narratives on Wikipedia has positioned us as leaders in the field. With a seasoned team of professionals, we offer expertise that extends beyond content development. We specialize in navigating the intricate guidelines of Wikipedia, ensuring every article aligns seamlessly with the platform's standards. This proficiency makes us your dependable ally in crafting and maintaining a credible online presence.



Package Details

Comprehensive Wiki Content Creation Package

- Creating Wikipedia Content
- Inserting Wikipedia Article According to Wiki Guidelines
- Content Formatting as per Wikipedia standards
- Integrating Sources as per Wikipedia standards
- Publishing Article to Wikipedia
- Utilizing resources more productively
- Compliance with Wikipedia standards
- 1-year maintenance
- The above packages are backed by:
- Unlimited Revisions
- 100% Ownership Rights
- 100% Confidentiality

PRICING:

The table below details the costs associated with your web design project:

Package Name	Total Estimated Cost (After Discount)
Comprehensive Wiki Content Creation Package	\$6500.

PROJECT TERMS:

Elite Wiki Publishers will provide Wikipedia page content creation, according to the description laid out in this proposal. Any additional features, pages, or other changes to project requirements may affect the timeline and costs laid out in the tables above, and will require a separate change order document.





All works produced as a result of the above describe project will become the sole intellectual property of **[client Name]**. Elite Wiki Publishers reserves the right to use visual representations of the final product as part of our project portfolio.

ACCEPTANCE:

If you find the whole idea interesting, let our team join you in giving excellent services to your clients. Project timeline is valid only if your feedback is timely, in case of any delay in feedback from client, **Elite Wiki Publishers** won't be held accountable and thus client won't be entitled for any refund resulting from delay in project completion time.

By Acknowledging this proposal, you agree to the scope of project and the other details mentioned above.

Service Provider: Elite Wiki Publishers

Project Name: (Villa Rica, Ga)

Agent Name: Emily Miller

Client Name: Ken Denny

Date: February 22nd, 2024

Date: February, 22nd, 2024

Signature:

Signature:



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CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: TRACK REALIGNMENT AT PINE MOUNTAIN GOLD MUSEUM

AGENDA DATE: May 14, 2024

DATE PREPARED: May 02, 2024

PREPARED BY: Wesley Berninger, Director, Pine Mountain Gold Museum

AMOUNT: \$91,250.00

GL ACCOUNT #: 322-6172-541200

FUNDING SOURCE: SPLOST

BUDGETED ITEM? Yes

PUBLIC HEARING: Not required

PURPOSE: To realign the track, eliminate curvature and replace damaged infrastructure along the rail line at Pine Mountain Gold Museum.

BACKGROUND: When the track was built around Pine Mountain a sharp curve, an “S” feature, and a “Frog” (required to change tracks at the siding switch) were constructed. Combined they create additional stress on the brakes and shave metal off the wheel and wheel ribs.

STAFF RECOMMENDATION: Staff recommends that the track be realigned to open the initial curve, eliminate the “S” feature and replace the Frog. This investment will significantly increase the service life of the wheel and brake components and thereby reduce our maintenance costs. The proposed work will also reduce the annual downtime for maintenance.

The STX Proposal contains three components totaling \$91,250:

1. Survey site & generate engineered track plans - \$8,000
2. Furnish and install a new #03 Frog - \$8,000
3. Realign 350’ of track - \$75,250

The funds for this work are available through Douglas County SPLOST and can only be spent in Douglas County.

IMPACT: If approved this work will commence on or about 1 June 2024 and finish by the end of 31 August. The train will therefore be completely shut down during that time. Both our major events, Ghost Train and Winter Wonderland should not be effected by this proposed work

MOTION: I move to authorize the Mayor to execute the proposal from STX (STX Proposal 24109) titled: Pine Mountain Gold Museum Track Realignment, Frog Replacement & Survey for an amount not to exceed \$91,250.

PINE MOUNTAIN GOLD MUSEUM

1881 STOCKMAR ROAD. VILLA RICA, GEORGIA 30180. MINE OFFICE: 678.840.1445

Attached please find a copy of three proposals for the realignment work at Pine Mountain Gold Museum.

- 1- Rapid Track Service, Inc.
- 2 - Myers Industrial Construction
- 3 - STX Corporation Railroad Construction Services

STX is the best option for this work in terms of both scope of work and pricing.

Thank You!



W. Berninger

Wesley Berninger
Museum Director

Pine Mountain Gold Museum
1881 Stockmar Road Villa Rica, Georgia 30180

Our Mission:

To preserve and interpret the unique history of Georgia's first gold rush while providing nature-based recreation

and interactive education.



DESIGN | CONSTRUCTION | MAINTENANCE

Feb 1st, 2024

Chris Maddox

City of Villa Rica

cmaddox@villarica.gov

RE: Pine Mountain Gold Museum Track Realignment, Frog Replacement & Survey
STX Proposal 24109
Villa Rica, GA

Mr. Maddox,

I am pleased to submit our construction proposal for the survey & realignment of a portion of Pine Mountain Gold Museum's tourist railroad, located in Villa Rica, GA. We have based our quantities and cost upon the joint walking inspection conducted by STX and Chris Maddox, and the discussed project goals. Our detailed scope of work, corresponding cost, commercial terms, and clarifications are broken down below for your review.

Option 1: Furnish & Install New #03 Frog

Item	Description	QTY	UM	Unit Price	Extended Price
01	Furnish & Install #03 Frog for 30# Rail - Mobilize STX crew, equipment, and materials to site - Remove existing Frog from Track - Remediate existing spike holes with Treated Tie Plugs - Install New, #03 Riveted Plate Frog for 30# Rail, using New 4-hole Splice Bars, Nuts, Bolts & Washers, and New 3/8" x 3-1/2" Track Spikes - Clean-up and Demobilize STX Crew & Equipment	1	EA	\$8,000	\$8,000.00
TOTAL PROPOSAL OPTION #1:					\$8,000.00

(Proposal Continues below)





DESIGN | CONSTRUCTION | MAINTENANCE

Option 2: Survey Parcel & Realign 350' Track

Item	Description	QTY	UM	Unit Price	Extended Price
02	Survey Parcel & Realign 350' Track - Mobilize STX crew, equipment, and materials to site - Topographical survey < 1.8 Acre (200' x 400') of site - STX to generate sketch Plan & Typical Sections for Relocated Track - Clearing & Grubbing of subject area, stacking branches and logs on-site for Owner removal - Preparation of Grade for relocated track road bed, using Owner-provided fill materials - Proctor testing of owner-provided fill materials, compaction testing during fill operations, to be provided by & responsibility of Owner, if required - Furnish & Install 3" depth Subballast section atop prepared subgrade, for 10' width road bed - Disconnect, raise & shift approximately 350 TF of existing Track onto road bed for new alignment - Install Owner-furnished under-track utility conduit runs spaced 40' apart (or as directed) - Furnish & Install #5 Ballast Stone, mechanically tamped 3" underneath ties, and filling cribs, with 6" shoulder and 2:1 slope - Reconnect shifted track alignment to existing track, using existing 4-hole Splice Bars, New Nuts, Bolts & Washers, and New 3/8" x 3-1/2" Track Spikes as necessary - Replace up to 20 EA defective crossties with contractor-supplied Relay crossties, sawn to size - Clean-up site, dispose of refuse, and waste track materials from site. Excess reclaimed track material to be stockpiled on site and property of Owner - Demobilize STX Crews & Equipment	350	TF	\$215	\$75,250.00
TOTAL PROPOSAL OPTION #2:					\$75,250.00

(Proposal Continues below)





DESIGN | CONSTRUCTION | MAINTENANCE

Option 3: Survey Site & Generate Engineered Track Plans (to be completed in conjunction with Option #2)

Item	Description	QTY	UM	Unit Price	Extended Price
03	Survey Site & Generate Engineered Track Plans - Conduct Topographical survey< 3.1 Acres/ 3400 LF of Track, extending 20' either side of Track Centerline - Deliver Professional As-Built plans of Track, including Plan and Profile view of rail loop, shown with Track Stationing, PT's & PC's, Degrees of Curve (radius), Crossing locations, overhead structures and Platforms, complete with Title Block, North Arrow and Scale Bar as appropriate.	1	EA	\$8,000	\$8,000.00
TOTAL PROPOSAL OPTION #3:					\$8,000.00

Commercial Terms

1. This proposal is valid for 30 calendar days.
2. All work to be performed under Non-Union/ Open Shop conditions.
3. STX reserves the right to change unit rates if quantities are changed.
4. Payment terms are Net 30 days.
5. Bonds are not included. If required, please add 1.25% to our proposal total.
6. Materials subject to prior sale and vendor availability. Lead time on Track Frog 8 Weeks, ARO.
7. Escalation has not been considered. Due to current market volatility, any increases in materials and/or trucking will be assumed to be reimbursed with backup provided.

Clarifications

1. All workmanship and materials to comply with AREMA Track Specifications.
2. Our construction schedule is based on **one** mobilization, per option. Additional mobilizations/demobilizations will incur additional costs.
3. STX to supply all required materials for track system construction as noted in Bid Item descriptions.
4. Sales tax included on all supplied materials.
5. Access into/out of site by others. We assume to have unobstructed access to all work areas with construction equipment.
6. Laydown area for materials in close proximity to work area.
7. As-builts are excluded, unless otherwise specified.
8. Subgrade and subballast to be furnished within $\pm 0.1'$ of design elevations.
9. Owner-provided Fill Material assumed to be free of organics and unsuitables, and suitable for use in fill locations as necessary. Compaction testing, if required, to be provided by Owner.





DESIGN | CONSTRUCTION | MAINTENANCE

10. Cleared trees, brush & organics to be stockpiled on site for Owner to dispose
11. Existing track bed aggregates to be left in-place by Contractor
12. Structures, Power Poles, and Overhead Utilities to be relocated by Owner at no cost to Contractor.
13. No special allowances have been included for the following items:
 - a. Client's COVID-19 Policy.
 - b. Orientation and/or Site-Specific Training.
 - c. Scaled wage rates.
 - d. OCIP or CCIP policy Fees. All insurance rates are included in pricing.
 - e. Textura, First Verify, etc., fees.
 - f. Other contractors working in or near our work areas.
 - g. Restricted or confined access to work areas.
 - h. Permits, including Land Disturbance/Stormwater Pollution Permits
 - i. Bonding/grounding of tracks
 - j. Railroad protective liability insurance, Professional liability insurance, Pollution liability insurance, Builder's risk insurance
 - k. Railroad Right of Entry and/or Flagging Costs.

We appreciate the opportunity to provide you with this project proposal and look forward to working together. If you have questions or need any additional information, please contact me at CalebR@STXRailroad.com or via mobile phone at 770-309-1564.

Best Regards,

STX CORPORATION

ell .

Caleb Riechman
Estimator

CC: 2024 Bid Files/24109



ESTIMATE

Rapid Track Service Inc
PO Box 508
Tyrone, GA 30290

brandi@rapidtrackservice.com
+1 (770) 487-8838
www.rapidtrackservice.com



City of Villa Rica

Blii to
City of Villa Rica
106 Temple Street
Villa Rica, GA 30180

Ship to
Pine Mountain Gold Museum
1881 Stockmar Road
Villa Rica, GA 30180

Estimate details
Estimate no.: 24-1613
Estimate date: 02/14/2024
Expiration date: 03/15/2024

#	Date	Product or service	SKU	Amount
1.		DESCRIPTION We propose to furnish labor, supervision, tools, equipment, materials, insurance, and safety compliance to install 40# frog using existing crossties and tie plates with new spikes and bolts. The above work can be completed for a total cost of \$9,340.00. Cost includes cleanup and off site disposal of any waste.		\$9,340.00
Total				\$9,340.00

Note to customer
This price is good for thirty (30) days and is figured using straight time labor rates. Nights, weekend and holiday work will be an additional charge. Thank you for the opportunity to be of service.

Expiry date

03/15/2024

Quote# PMGold-003--Q
Quote Date 3/14/2024

Quote From: MYERS INDUSTRIAL CONSTRUCTION
1009 CHEROKEE ROAD
PERRY, GA 31069
OFFICE 476-987-4824 FAX 476-988-8325

Quote to:
Pine Mountain Gold Museum
1881 Stocimar Rd
Villa Rica, GA 30180
ATTN: W Berninger and C Maddox wbeynlinger@villar.ca.gov 876-840-1445
cmaddox@villarica.gov

RE: Combined quotes for fullscope of work discussed with **Mr.Maddox**

Straighten 350' curve

We will:

Provide crew, materials and equipment necessary to straighten 350' S-Curve:

7 man crew for 3 weeks

Mobilize and De-mobilize equipment
Rail Specific ~~Baci~~hoe, Skid Steer, Dump Truck, 2 Rangers, and Air Compressor

Furnish and install 5 loads of #34 rail specific ballast

Furnish and install 5 loads of GAB sub-ballast

Furnish rail spikes, bolts and all OTM

Furnish 20 standard size crossties and cut in half to fit rail bed

We will clean up and haul away all debris from our work site

Sub Total **\$97,600.00**

Furnish and Install new custom made 40# Frog

We will:

Provide crew, materials and equipment necessary to install new frog:

Crew for 1 day:

Mobilize and De-mobilize equipment

Furnish and install new frog using existing ties and plates

Furnish new spikes and rail bolts

We will clean up and haul away all debris from our work site

Sub Total **\$12,300.00**

Coordinate with TerraMark to provide Topographic Survey and Underground Utilities marked

Sub Total **\$9,240.00**

TOTAL \$119,140.00



Agenda Item: _____

CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: APPROVAL OF LIGHTING AGREEMENT WITH GA POWER

AGENDA DATE: May 14, 2024

DATE PREPARED: May 02, 2024

PREPARED BY: Tom Barber

AMOUNT: \$99,990.00

GL ACCOUNT #: 270-4210-541401

FUNDING SOURCE: Eastside TAD

BUDGETED ITEM? Yes

PURPOSE: To approve a lighting services agreement with Georgia Power for the installation of 20 streetlights along the western half of the Villa Rica Parkway.

BACKGROUND: Design of the western end of the Villa Rica Parkway is nearing completion and we need to order streetlights. By making the pre-payment we reduce the monthly fee for the lights.

STAFF RECOMMENDATION: Staff recommends approval.

IMPACT: Execution of the agreement is needed to get the order for the lights in place.

MOTION: I move to authorize the Mayor to execute the lighting services agreement with Georgia Power for a pre-payment amount of \$99,990.00

Lighting Services Agreement



Project # LP93243

Customer Legal Name VILLA RICA CITY OF DBA _____
Service Address 0 Villa Rica Pkwy VILLA RICA GA 30180 County Carroll - GA
Mailing Address 571 W BANKHEAD HWY VILLA RICA GA 30180
Email mike.hagan@fuquadev.com Tel # 404-414-8544 Alt Tel # 404-907-1708
Tax ID# 0691 Business Description Streetscape

Existing Customer Yes ☒ No ☐ If Yes (and if possible), does customer want the Service added to an existing account? Yes ☐ No ☒ If Yes, which Account Number? _____

Selected Components

Action	Qty	Wattage	Type	Description
INS	4	120	LED	Area
INS	16	100	LED	Post Top

Service Cost (\$)	Regulated Cost (\$)*	Monthly Cost (\$)*	Term (Months)	
\$403.72	\$93.68	\$497.40	1	

* The actual Regulated Cost will be calculated using the tariffs approved by Georgia Public Service Commission at the time of billing. The estimate is based on Summer Rates in effect at the time of this proposal. Excludes applicable sales tax.

Project Notes:

Installing (16) 16ft mh post top pole fixtures and (4) 30ft mh area pole fixtures. Installing 3,000ft+ underground cable trench with splice boxes.

Customer agrees to this Lighting Services Agreement with Georgia Power Company under the attached terms and conditions and authorizes all actions noted on this agreement.

Customer also agrees to allow removal of existing lights. Yes ☐ N/A ☒

Type	Customer	Tariff	Content
NESC	Gov	EOL	NLC

Pre-Payment (\$)
\$99,990.00

Customer recognizes that the individual signing this Agreement on its behalf has authority to do so.

Customer Authorization	Georgia Power Authorization
Signature:	Signature:
Print Name:	Print Name: Brandon Jenkins
Print Title:	Print Title: Account Exec
Date:	Date:

TERMS and CONDITIONS (Lighting – Governmental Service)

1. **Agreement Scope.** This Lighting Services Agreement ("Agreement") establishes the terms and conditions under which Georgia Power Company ("GPC") will provide lighting and related service (collectively, the "Service") to the customer identified on Page 1 ("Customer") at the Service Address shown on Page 1 (the "Premises"). GPC may install, update, modify, or replace any GPC-owned pole, base, wiring, conduit, fixture, control, equipment, device, or related item at the Premises (collectively, "GPC Assets") for any reason related to the Service or to use of GPC Assets.
2. **Term and Termination.** The initial Agreement term is stated on Page 1, calculated from the date of the first bill. After the initial term, this Agreement automatically renews on a month-to-month basis until terminated by either party by providing written notice of intent to terminate to the other party (in accordance with the notice provisions of the *Miscellaneous* section below) at least 30 days before the desired termination date. The initial term and any renewal term or terms are collectively the "Term."
3. **Intent and Title.** This Agreement governs GPC's provision of the Service to Customer and is not a sale, lease, or licensing of goods, equipment, property, or assets of any kind. GPC retains the sole and exclusive right, title, and interest in and to all GPC Assets. Customer acknowledges that GPC Assets, although attached to real property, always will remain the exclusive personal property of GPC and that GPC may remove GPC Assets upon Agreement termination. GPC makes no representation or warranty regarding treatment of this transaction by the Internal Revenue Service or the status of this transaction under any federal or state tax law. Customer enters into this Agreement in sole reliance upon its own advisors.
4. **Payment.** GPC will invoice Customer monthly for the Monthly Cost as described on Page 1. The Service Cost portion of the Monthly Cost will renew at the amount shown on Page 1, but the Regulated Cost portion will be determined by the applicable Georgia Public Service Commission-approved tariff at the time of billing. Customer agrees to pay the total amount billed in full by the invoice due date. If a balance is outstanding past the due date, Customer acknowledges that GPC may require Customer to pay a deposit of up to two times the Estimated Monthly Charge in order to continue Service. If applicable, Customer must provide a copy of its Georgia sales tax exemption certificate. Customer must pay costs associated with any Customer-initiated change to the Service after the date of this Agreement.
5. **Premises Activity.** Customer hereby grants to GPC and its contractors, agents, and representatives the right and license to enter the Premises at any time to perform any activity related to the Service or to GPC's use of the GPC Assets, including the right to access the Premises with vehicles, GPC Assets, or other tools or equipment, and to survey, dig, or excavate, in order to: (i) install and connect GPC Assets, provide Service, or provide or install any other service; (ii) inspect, maintain, test, replace, repair, disconnect, or remove GPC Assets; (iii) install additional equipment or devices on GPC Assets; or (iv) conduct any other activity reasonably related to the Service or GPC Assets (collectively, "GPC Activity"). Customer represents or warrants that it has the right to permit GPC to provide the Service and to perform the GPC Activity upon the Premises and, if applicable, has obtained express written authority and required permission from all Premises owners, and any other person or entity with rights in the Premises, to enter into this Agreement and to authorize the GPC Activity and the Service.
6. **Installation and Underground Work.** Customer recognizes that the Service requires installation of GPC Assets. Customer warrants or covenants that: (i) the Premises' final grade will vary no more than six inches from the grade existing at the time of installation; and (ii) if applicable and required for proper installation, Premises property lines will be clearly marked before installation.
 - A. **Customer Work.** If GPC, upon Customer's request, allows Customer, itself or through a third party, to perform any activity related to installation of GPC Assets (including trenching), Customer warrants or covenants that the work will meet GPC's installation specifications (which GPC will provide to Customer and which are incorporated by this reference). Customer must provide GPC at least 10 days' prior written notice of its schedule for the work, so that GPC can schedule GPC's installation work promptly thereafter. Customer will be responsible for any additional costs arising from non-compliance with GPC's specifications. Customer's failure to complete Customer's work by the agreed completion date, or failure to provide GPC timely notice of any schedule change.
 - B. **Underground Facility/Obstruction Not Subject to Dig Law.** Because GPC Activity may require excavation not subject to the Georgia Utility Facility Protection Act (O.C.G.A. §§25-9-1 – 25-9-13) ("Dig Law"), Customer must mark any private utility or facility (e.g., gas/water/sewer line; irrigation facility; fiber/data/communication line) or other underground obstruction at the Premises that is not subject to the Dig Law. If GPC causes or incurs damage due to Customer's failure to mark a private facility or obstruction before GPC commences GPC Activity, Customer is responsible for all damages and any loss or damage resulting from any such delay.
 - C. **Unforeseen Condition.** The estimated charges shown on Page 1 include no allowance for subsurface rock, wetland, underground stream, buried waste, unsuitable soil, underground obstruction, archeological artifact, burial ground, threatened or endangered species, hazardous substance, or similar condition ("Unforeseen Condition"). If GPC encounters an Unforeseen Condition in connection with any GPC Activity, GPC, in its sole discretion, may stop all GPC Activity until Customer either remedies the condition or agrees to reimburse all GPC costs arising from the condition. Customer is responsible for all costs of modification or change to GPC Assets requested by Customer or dictated by an Unforeseen Condition or circumstance outside GPC's control.
7. **GPC Asset Protection and Damage.** Throughout the Term, in the event of any work or digging near GPC Assets, Customer (or any person or entity working on Customer's behalf) must: (i) provide notices and locate requests to the Georgia Utilities Protection Center ("UPC") and other utility owners or operators as required by the then-current Dig Law; (ii) coordinate with the UPC and any utility facility owner/operator as required by the Dig Law; and (iii) comply with the High-voltage Safety Act (O.C.G.A. §§46-3-30 – 46-3-40). As between Customer and GPC, Customer is responsible for any damage arising from failure to comply with applicable law or for damage to GPC Assets caused by anyone other than GPC or a GPC contractor, agent, or representative.
8. **Pole Attachments.** Nothing in this Agreement conveys to Customer any right to attach or affix anything to any GPC Asset. Customer agrees that it will not, and will not permit others to, rearrange, disconnect, remove, relocate, repair, alter, tamper with, or otherwise interfere with any GPC Asset. If Customer desires to attach or affix anything to GPC Assets, Customer must first obtain GPC's written consent. Customer may call GPC Lighting and Smart Services business unit at 1-888-660-5890 to request consent.
9. **Interruption of Service.** Customer understands that Service is provided on an "as is" and "as available" basis and may be interrupted. If there is a Service interruption, Customer must notify GPC. Following notice, GPC will restore Service, at no cost to Customer. Customer may notify GPC by either calling 1-888-660-5890 or by reporting online at: <https://www.georgiapower.com/community/cut-a-ges-and-stormcenter/power-outage-overview/street-light-outage.html>.
10. **Disclaimer: Damages.** GPC makes no covenant, warranty, or representation of any kind (including warranty of fitness for a particular purpose, merchantability, or non-infringement) regarding Service, GPC Assets, or any GPC Activity. Customer acknowledges that, due to the unique characteristics of the Premises, Customer's needs, or selection of GPC Assets, the Service may not follow IESNA guidelines. Customer waives any right to consequential, special, indirect, treble, exemplary, incidental, punitive, loss of business reputation, interruption of Service or loss of use (including loss of revenue, profits, or capital costs) damages in connection with the loss or interruption of Service, GPC Assets, or this Agreement, or arising from damage, hindrance, or delay involving the Service, GPC Assets, or this Agreement, whether or not reasonable, foreseeable, contemplated, or avoidable. To the extent GPC is liable under this Agreement, and to the extent allowed by applicable law, GPC's liability is expressly limited to: (i) with respect to the Service purchased by Customer, the annual amount paid by Customer for the Service; or (ii) with respect to any other liability, to proven direct damages in an amount not to exceed \$100.00. Customer is solely responsible for safety of the Premises; Customer agrees that GPC has no obligation to ensure safety of the Premises and that GPC has no liability for any personal injury, real or personal property damage or loss, or negative impact to Customer or any third party that occurs at the Premises.
11. **Risk Allocation.** Each party will be responsible for its own acts and the results of its acts, except as otherwise described in this Agreement.
12. **Georgia Security, Immigration, and Compliance Act.** Customer is a "public employer" as defined by O.C.G.A. § 13-10-91 and this is a contract for physical performance of services in Georgia. Compliance with O.C.G.A. § 13-10-91 is a condition of this Agreement and is mandatory. GPC will provide to Customer a contractor's affidavit for installation services as required by O.C.G.A. § 13-10-91. If GPC employs any subcontractor in connection with installation under this Agreement, GPC also will secure from each subcontractor an affidavit attesting to compliance with O.C.G.A. § 13-10-91.
13. **Default.** Customer is in default if Customer: (i) does not pay the entire amount owed to GPC within 45 days after the due date; (ii) terminates this Agreement without proper notice and prior to the end of the then-current Term; or (iii) breaches any material term, warranty, covenant, or representation of this Agreement. GPC's waiver of a past or concurrent default will not waive any other default. If a default occurs, GPC may: (a) immediately terminate this Agreement; (b) remove any GPC Asset from the Premises; or (c) seek any available remedy provided by law, including the right to collect any past due amount, or any amount due for the Service during the remaining Term.
14. **Miscellaneous.** This Agreement contains the parties' entire agreement relating to the Service, GPC Assets, and GPC Activity and replaces any prior agreement, written or oral. Subject to applicable law, GPC may modify the terms of this Agreement by providing 30 days' prior written notice of such modification to Customer. If Customer uses the Service or makes any payment for the Service on or after the modification effective date, Customer accepts the modification. GPC's address for notice is 1790 Montreal Circle, Tucker, GA 30084-6801; Customer's address for notice is stated on Page 1. Either party may update administrative or contact information (e.g., address, phone, website) at any time by written notice to the other. Customer will not assign, in whole or in part, this Agreement or any right or obligation it has under this Agreement; any such assignment without GPC's prior written consent will be void and of no effect. In this Agreement: (i) "include(ing)" means "include, but are not limited to" or "including, without limitation"; (ii) "or" means "either or both" ("A or B" means "A or B or both A and B"); (iii) "e.g." means "for example, including, without limitation"; and (iv) "written" or "in writing" includes email communication. Georgia law governs this Agreement. If a court rules an Agreement provision unenforceable to any extent, the rest of that provision and all other provisions remain effective.



Agenda Item: _____

CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: PROFESSIONAL SERVICES AGREEMENT WITH RON JOHNSON

AGENDA DATE: May 14, 2024

DATE PREPARED: May 06, 2024

PREPARED BY: Tom Barber

AMOUNT: \$80 per hour

GL ACCOUNT #: 100-1320-521200

FUNDING SOURCE: General Fund

BUDGETED ITEM? Yes

PURPOSE: To enter into an agreement with Ron Johnson to assist us with our Historic Preservation Commission during the transition to a new City employee.

BACKGROUND: Ron Johnson provided staff support to our Historic Preservation Commission during his time on our staff. He has been asked to assist us as we transition to his replacement.

STAFF RECOMMENDATION: Staff recommends approval.

IMPACT: Ron's assistance will enable our HPC to make a smoother personnel transition than would otherwise be the case.

MOTION: I move to authorize the Mayor to execute a professional services agreement with Ron Johnson of West Georgia Planning, LLC.

Professional Services Contract

This Professional Services Contract ("Contract") is entered into on this 14^h day of May, 2024, between the City of Villa Rica, Georgia, hereinafter referred to as the "Client," and West Georgia Planning, LLC, represented by its Principal Planner, Ronald Johnson Jr., hereinafter referred to as the "Contractor."

****1. Scope of Services:****

The Contractor agrees to provide historic preservation services to the City of Villa Rica, Georgia. The services shall include but not limited to:

- Conducting historical research and analysis relevant to properties within Villa Rica, Georgia.
- Providing expert guidance on historic preservation strategies and initiatives.
- Assisting in the development and implementation of historic preservation plans and policies.
- Reviewing and evaluating proposed developments for compliance with historic preservation regulations.
- Offering professional advice and recommendations on matters related to historic preservation within the jurisdiction of Villa Rica, Georgia.

****2. Term of Contract:****

This Contract shall commence on May 14th, 2024 and continue until unless terminated earlier as provided herein.

****3. Compensation:****

The Client agrees to pay the Contractor an hourly rate of \$80/hour for the services rendered under this Contract. Payment shall be made within 30 days of receipt of an invoice submitted by the Contractor.

****4. Expenses:****

The Contractor shall be responsible for all expenses incurred in the performance of services under this Contract, unless otherwise agreed upon in writing by the Client.

****5. Independent Contractor Status:****

The Contractor acknowledges and agrees that they are an independent contractor and not an employee of the Client. The Contractor shall be solely responsible for payment of all taxes, insurance, and other obligations arising out of the performance of services under this Contract.

****6. Confidentiality:****

The Contractor agrees to maintain the confidentiality of all information obtained during the course of performing services under this Contract and shall not disclose such information to any third party without the prior written consent of the Client.

****7. Termination:****

Either party may terminate this Contract upon 30 days written notice to the other party. In the event of termination, the Client shall pay the Contractor for all services rendered up to the date of termination.

****8. Governing Law:****

This Contract shall be governed by and construed in accordance with the laws of the State of Georgia.

****9. Entire Agreement:****

This Contract contains the entire agreement between the parties with respect to the subject matter hereof and supersedes all prior agreements and understandings, whether written or oral, relating to such subject matter.

IN WITNESS WHEREOF, the parties hereto have executed this Contract as of the date first above written.

Signature of Client

City of Villa Rica

Signature of Contractor

Ronald Johnson Jr.

Printed Name of Client

Leslie McPherson, Mayor

Title of Client, if applicable

Printed Name of Contractor

Date:

Date:



Agenda Item: _____

CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: Right of Way Services with BM&K

AGENDA DATE: May 14, 2024

DATE PREPARED: May 06, 2024

PREPARED BY: Tom Barber

AMOUNT: \$36,600

GL ACCOUNT #: 270-4210-541401

FUNDING SOURCE: Eastside TAD

BUDGETED ITEM? Yes

PURPOSE: To approve a Right of Way Services Agreement with BM&K to obtain properties for the Villa Rica Parkway on behalf of the City.

BACKGROUND: The City has completed plans for the Villa Rica Parkway and is in the process of obtaining Right of Way for the new road. Surveys and title work have been completed and appraisals are underway. BM&K has been asked to propose on the needed acquisition work.

STAFF RECOMMENDATION: Staff recommends approval.

IMPACT: We are facing a grant deadline and need to get BM&K to work.

MOTION: I move to authorize the Mayor to execute a professional services agreement with BM&K for \$36,600.



RIGHT OF WAY SERVICES

Villa Rica Parkway

May 1, 2024

Submitted To: City of Villa Rica

Submitted By: BM&K, PC

P.O. Box 878

Braselton, Georgia 30517



FIRM QUALIFICATIONS

BASIC SCREENING INFORMATION:

a. **COMPANY NAME**

BM&K, PC

b. **COMPANY HEADQUARTER ADDRESS**

6700 Hwy 53
Braselton, GA 30517

c. **CONTACT INFORMATION**

Mickie McJunkin, Vice President
Office: (706) 824-0514 ext. 729
Cell: (404) 291-9577
Email: mickie@bmandkinc.com

d. **WEBSITE**

www.bmandk.com

e. **ADDRESSES**

BRASELTON OFFICE:

6700 Hwy 53
Braselton, GA 30517

CANTON OFFICE:

103 Mountain Brook Drive
Suite 112
Canton, GA 30115

f. **STAFF – COMBINED BRASELTON & CHEROKEE OFFICES**

DISCIPLINE:

Right of Way Acquisition
Right of Way Trainee
Appraisers
Engineering
Administrative/Support Staff
Construction and Inspections

NUMBER OF EMPLOYEES:

5
2
2
8
5
11

TOTAL NUMBER OF EMPLOYEES

33

g. **OWNERSHIP**

Form of Ownership: Corporation
State of Incorporation: Georgia
Number of Years in Business: 18

BM&K CONSTRUCTION & ENGINEERING

ABOUT US

BM&K Construction & Engineering, founded in 2006 by Donald B. Clerici, PE, is a multi-disciplined engineering, construction management, land acquisition and real estate brokerage firm. We offer a diverse range of professional services to public and private clients including: civil engineering, construction management, program management, general contracting, and land acquisition. BM&K has proudly served as transportation engineers, program managers and construction managers through all phases of construction and design of various transportation projects.

LEADERS IN PERFORMANCE

Over the last few years, our construction, engineering, and land acquisition divisions have worked in over 40 Georgia Counties and have focused heavily on the following types of projects: Right of Way Appraisal and Acquisition Services, Transportation and Public Works, Civil Engineering and Development Services, Program Management, Construction Management

BM&K has a proven system that enables us to deliver projects on time and within budget, as well as meeting all reporting and administrative needs for complex public projects. We strive to provide hands-on accessible project managers and engineers who are experienced working on high-profile, highly visible projects. Our client base reinforces this guiding principle by rewarding us with repeat business.

THE RIGHT TEAM

BM&K has experienced personnel for any project. Our teams feature diverse groups of experienced personnel who will work hand-in-hand with project owners to ensure there is adequate supervision and the quality the client desires. Our professional staff has a diverse background in project management ranging from public safety and local government to recreational park development and transportation. This wide range of experience enables our team to work on a variety of projects.

All of our team members have worked together on other projects. All members have worked on both Local Government and DOT projects. BM&K has worked closely with Local Government Agencies to build relationships and to provide R/W services for over 15 years. With our knowledge and skillset, we are very familiar with GDOT guidelines and Federal policies. All of our Agents attend any required DOT and FHWA training classes to keep familiar with current guidelines.

BM&K offers In-House Cost to Cure, Trade Fixture and Sign Estimating services. We can deliver these reports in-house when needed and can control the time line of the delivery of these reports. We will work closely with the acquisition and design team to ensure that we have addressed the problems of each parcel.

BM&K BY THE NUMBERS

\$175M

Total Value Managed Programs

33

Employees

300+

Years of Combined Experience

90

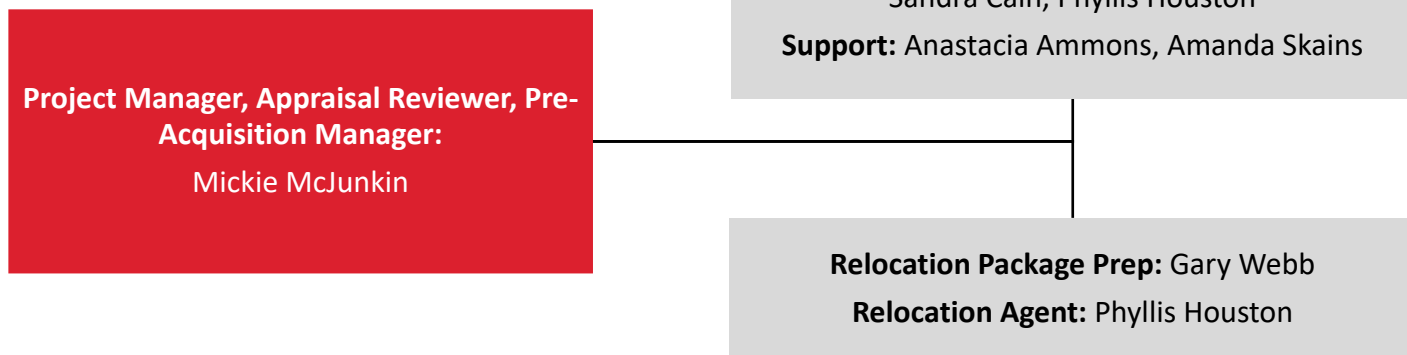
Counties Worked In

1000+

Right of Way Projects

\$375M

CEI & Oversight Projects



Team Member	Years of Applicable Experience
Mickie McJunkin – Project Manager, Appraisal Reviewer, Pre-Acquisition Manager	53
Michelle Brock – Acquisition Manager	38
Pam Digsby – Acquisition Agent	45
Sandra Cain – Acquisition Agent	2
Ana Ammons – Acquisition Agent, Support	16
Amanda Skains – Support	2
Gary Webb – Relocation Package Prep	17
Phyllis Houston – Acquisition Agent, Relocation Agent	23
TOTAL	196 years



MICKIE McJUNKIN

EDUCATION:

Dekalb Community College
Appraisal Institute

CERTIFICATIONS AND TRAINING:

- Certified General Appraiser: #3213
- Georgia Real Estate License: #296016
- GDOT LPA Certification
- FHWA LPA Certification
- GDOT Qualified Designations - Right of Way Project Manager, Pre-Acquisition, Acquisition Manager, Negotiation-Closing, Relocation negotiation, Appraisal (Level 3), Review Appraiser, Detailed Cost Estimator, Preliminary Cost Estimator, Conceptual Stage Study, District Acquisition Support Consultant, Court Coordinator

AWARDS:

- James F. Condon
- FHWA Excellence in R/W
- GPTQ-2021 RW Award for PI0014131-SR20 Corridor, Cherokee County AND 2023 RW Award for Jones Bridge Road in Johns Creek, Fulton County

CONTACT:

706-824-0514
mickie@bmandkinc.com

RIGHT OF WAY DIRECTOR

Mrs. McJunkin joined BM&K in 2008 to serve as Right of Way Director for private, state, and local government agency projects. Mickie retired from GDOT in 2005 with 34 years of service where she served in various R/W positions such as: State Acquisition Manager, District R/W Manager, and R/W Team Manager and retired as the Assistant State R/W Administrator. She managed the Statewide R/W program to ensure that projects were delivered on time and within budget, as well as the R/W Teams statewide, Condemnation Office, Local Government Office, Consultant Program, Project Certification and Funding. Since her retirement from GDOT, she has worked in the R/W industry for an additional 18 years as a R/W Project Manager, Review Appraiser and Valuation Service Manager.

PROJECT EXPERIENCE

SR20 CORRIDOR WIDENING | RIGHT OF WAY PROGRAM MANAGER: Cumming to Canton; duties include oversight of all Pre-Acquisition, Acquisition, Project Management, Relocation, Property Management and Valuation activities. There are 900± parcels to be acquired for this project including 125± relocations. Right of Way Certification will be scheduled in phases to conclude in October 2024.

US78/SR124 CONTINUOUS FLOW INTERCHANGE | ACQUISITION MANAGER: Gwinnett County (PI#0006439); This project was located at the intersection of US 78 and SR 124 in Snellville, Ga. It was a very complex project in a heavy commercial corridor. The duties included oversight of all Pre-Acquisition, Acquisition, Project Management, Relocation and Property Management activities. There were 39 parcels to be acquired for this project including 13 relocations. Right of Way was certified in March 2017.

MASTER PRIME VALUATION CONTRACT FOR GDOT DISTRICT 6 | PROJECT MANAGER: Managed the appraisal oversight over all projects in NW GA for DOT under the master prime contract. The projects require acquisition from 180 parcels in a mixed residential/commercial corridor. Responsibilities include the oversight of appraisal services, cost to cure services, sign reports, moving estimates, and trade fixture reports. This project is scheduled for Right of Way certification in August 2019.

CITY OF MILTON | RIGHT OF WAY PROJECT MANAGER: Oversees all Right of Way services for the City of Milton. Right of Way services include: Pre-Acquisition, Appraisal Oversight, Conceptual Stage Studies, Acquisition, Property Management and Project Certification.

AVONDALE ESTATES – US278, PI15071, DEKALB COUNTY: Project Manager of US 278 sidewalk and controlled access project in Avondale Estate. This is a local project. This project consisted of 30 parcels. Duties included oversight of pre-acquisition, project management, and condemnation activities.

ATLANTA BELTLINE: Project Manager of several projects for the Atlanta Beltline in the City of Atlanta. Managed acquisition services for several high-profile projects in downtown Atlanta to include the Atlanta Beltline Southside Trail, Ponce de Leon/Beltline Connection, and the Atlanta Beltline Westside Trail.

SR20 CORRIDOR, PI 0014131 CHEROKEE, PI002862 CHEROKEE/FORSYTH, PI0014132 CHEROKEE/PM | PROJECT MANAGER: Project Manager over the widening of SR20 from Canton to Cumming. Duties included oversight of pre-acquisition, acquisition, project management, relocation and condemnation activities. PI0014131 included 111 parcels and 30 relocations, completed July, 2021. PI002862 included 275 parcels and 50 relocations and was to be Let to construction in August, 2021. PI0014132 includes 133 parcels and 30 relocations. PI 0014132 is scheduled to be Let to Construction in October, 2023.

STP00-0002-00(626) BARTOW, US41 AND US411 IN BARTOW COUNTY: Acquisition Manager over this widening project of US 41. It involved all commercial properties. There were 34 parcels with 8 relocations. Duties included oversight of pre-acquisition, acquisition, acquisition management, relocation and condemnation activities. This was a federally funded project.



MICHELLE BROCK

EDUCATION:

Lanier Technical College
Appraisal Institute
National Highway Institute

CERTIFICATIONS AND TRAINING:

- Certified General Appraiser: #6511
- Georgia Real Estate License: #365753
- GDOT Qualified Designations- Pre-Acquisition, Acquisition, Relocation, Project Manager, Administrative Appeals, Preliminary Cost Estimator, Concept Team Meetings, Court Coordinator
- GDOT LPA Certification
- FHWA LPA Certification

CONTACT:

706-824-0514
michelle@bmandkinc.com

RIGHT OF WAY ACQUISITION MANAGER

Mrs. Brock had a 29-year career with the Georgia Department of Transportation and she served in Right of Way positions of Assistant State Right of Way Acquisition Manager, District Right of Way Team Manager, and Right of Way Specialist, and retired in 2015. She joined the team of BM&K in September 2015 and serves as the Right of Way Acquisition Manager for both state and local government agency projects as well as private projects.

PROJECT EXPERIENCE

Right of Way Acquisition Agent for federally funded projects in Barrow County, Fulton County, Gwinnett County, Clarke County, Cherokee County, Forsyth County, Rabun County, Hall County, City of Gainesville, City of Holly Springs, Town of Braselton and City of Johns Creek, to include the following projects:

- Lanier Islands Parkway, Hall County
- I-985/Martin Road Interchange, Hall County
- SR120/Kimball Bridge Road, Fulton County
- Ed Hogan Road, Barrow County
- Palm Street Sidewalk, City of Holly Springs
- US78/SR124 CFI, City of Snellville
- SR369 Turn Lanes, Hall County
- I-285/SR400 Interchange, Fulton County
- Atlanta Beltline - Ponce de Leon Avenue
- SR9, Forsyth County
- US441, Rabun County
- SR20 Corridor, Forsyth and Cherokee County, PI0014131, PI0014132, PI0014133, PI0002862, PI0003682
- Pinecrest Lane/Davis Street Sidewalk, Town of Braselton, PI0015391



PAM DIGSBY

EDUCATION:

Coosa Valley Technical
College
Appraisal Institute

CERTIFICATIONS AND TRAINING:

- Certified General Appraiser: #6559
- Georgia Real Estate License: #362099
- GDOT Qualified Designations- Pre-Acquisition, Acquisition, Relocation, Cost Estimating Services, Project Manager & Administrative Appeals
- GDOT LPA Certification
- FHWA LPA Certification

AWARDS:

- GPTQ-2021 RW Award for PI0014131-SR20 Corridor, Cherokee County
- 2023 RW Award for Jones Bridge Road in Johns Creek, Fulton County

CONTACT:

706-824-0514
pam@bmandkinc.com

SENIOR RIGHT OF WAY AGENT

Mrs. Digsby had a 33-year career with the Georgia Department of Transportation and she served as Assistant State R/W Team Manager and retired in 2012. During her 33-year career, she served in the office of Right of Way for 23 years and served as a drafter in road design for 10 years. She had managed numerous projects in the Cartersville district. Mrs. Digsby joined BM&K in April 2016.

PROJECT EXPERIENCE

Project Manager for federally funded projects in Cherokee, Fulton and Gwinnett Counties, to include the following local projects:

- Holly Springs Parkway Phase II, City of Holly Springs
- US78, Gwinnett County
- SR9, Fulton County
- I-285/GA400, Fulton County

Mrs. Digsby serves out of our Holly Springs office and offers Project Management services to all projects in the North Western portion of the state. She also assists the engineers with Cost To Cure Reports. In addition, she provides plan review and design revision recommendations to lessen impacts on properties. Her drafting and design technology experience provide her the skills to be very knowledgeable of R/W plans and design issues related to R/W impacts. Finally, she prepares cost estimates, reviews offers, performs plan review of R/W plans, coordinates with designers for plan modifications, make offers to owners, relocation offers.

Georgia Department of Transportation:

- 2000-2012: District R/W Team Manager
- 1999-2000: Assistant Team Manager
- 1989-1999: R/W Agent
- 1979-1989: Drafter



SANDRA CAIN

EDUCATION:

University of Georgia

CERTIFICATIONS AND TRAINING:

- Georgia Real Estate License: #428151
- GDOT Qualified Designations- D-4-B Negotiation Agent 1

CONTACT:

706-824-0514

scain@bmandkinc.com

RIGHT OF WAY AGENT

Ms. Cain has experience in reading plans, cross sections and data sheets, meeting with property owners, preparing offer packages, and relocation interview documents. She has worked on projects with the Georgia Department of Transportation as well as local counties and municipalities. Sandra also assists BM&K's engineering department with cost-to-cures by gathering field data.

PROJECT EXPERIENCE

SR20 CORRIDOR WIDENING

Cumming to Canton, GA; Cherokee County (PI0014131, PI0014132, PI0014133), Cherokee/Forsyth Counties (PI0002862), Forsyth County (PI0003682); Sandra prepared offer packages, relocation interview documents, and met with property owners. She also gathered field data to assist with cost-to-cures and drawings, as well as on-site inspections and staking.

PAULDING COUNTY PROJECTS

Paulding County, GA; CR72/Cedarcrest Road from Harmony Grove Church Road to Cobb County Line (PI0013700); SR61 Widening, CR461/Dallas Nebo Road to SR6/US278/Dallas Bypass Widening (PI0013702); Gullledge Road; Sandra prepared offer packages, relocation interview documents, and met with property owners. She also gathered field data to assist with cost-to-cures and drawings, as well as on-site inspections and staking.

CITY OF MILTON PROJECTS

Milton, GA; Big Creek Greenway; Bethany Road at Providence Road Roundabout; Morris Road Widening; Sandra prepared offer packages, relocation interview documents, and met with property owners. She also gathered field data to assist with cost-to-cures and drawings, as well as on-site inspections and staking.

HOLLY SPRINGS PARKWAY WIDENING

Holly Springs, GA; Roadway widening, Phase 3; Sandra prepared offer packages, relocation interview documents, and met with property owners. She also gathered field data to assist with cost-to-cures and drawings, as well as on-site inspections and staking.

CITY OF CARTERSVILLE PROJECTS

Sewer Easement; High Pressure Water Easement; Sandra prepared offer packages, relocation interview documents, and met with property owners. She also gathered field data to assist with cost-to-cures and drawings, as well as on-site inspections and staking.

GARY H. WEBB, PE

PRIMACQ GROUP, INC.

EDUCATION:

Georgia Institute of
Technology, Industrial
Engineering

Georgia College and State
University, MBA

CERTIFICATIONS AND TRAINING:

- GDOT Certified in Acquisition Services – D-1 R/W Project Manager, D-2 Pre-Acquisition, D-3 Acquisition Manager, D-4-D Negotiation Agent (Level 3), D-5 Relocation Negotiation Agent, D-6 Administrative Review Officer (Appeals), D-8 District Acquisition Support Consultant, D-9 ROW Training Instruction
- Georgia Professional Engineer 12724
- Georgia Real Estate License - Associate Broker 334783
- Association of State Highway Engineers

RIGHT OF WAY PROJECT MANAGER/RELOCATION PACKAGE PREPARATION

With over seventeen (17) years of Right of Way experience, Mr. Webb is currently serving as Right of Way Project Manager, pre-acquisition coordinator and/or negotiator for several State Department of Transportation projects in Georgia.

- Vice President / Co-Principal - Primacq Group, Inc. (formerly Terrell, Hundley & Carroll), 2005- Present
- General Manager, Prince Service & Mfg., 2003-2005
- Adjunct Instructor, Macon State College, Business 2004-2005
- Vice-President, Utility Service Company, Inc. 1999-2002
- Senior Vice President, IMERYS Corporation (formerly ECC International), 1979-1999

PROJECT EXPERIENCE

Gary's most recent GDOT projects include Project Manager - SR9 (Forsyth County), I-75 Managed Lanes (Cobb - Cherokee), pre-acquisition and negotiation on MMIP projects I-285@ I20 Interchange Improvements & I285 Managed Lanes.

Previous projects include numerous GDOT Projects and Local Government Projects for City of Fairburn, City of Union City, City of Buford, City of Kennesaw, City of Monroe, City of Winder and City of Dallas.

Prior industrial experience includes roles in Engineering, Sales, Marketing, Operations and Senior Management, including Board Level. Experienced in acquisitions, broad-based quality initiatives and change management.

PHYLLIS HOUSTON

EDUCATION:

Georgia State University
Tri-County Technical College
Appraisal Institute
National Highway Institute

CERTIFICATIONS AND TRAINING:

- Georgia Real Estate Qualifying Broker
- GDOT Qualified Designations includes Pre-Acquisition, Acquisition Manager, Negotiation through Closing, Relocation Negotiation, Conceptual Stage Study; Relocation Benefits Package Prep
- GDOT LPA Certification
- FHWA LPA Certification

NEGOTIATION / RELOCATION AGENT

Ms. Houston has 23 years of experience in the right of way field. She started VESTA Acquisition in 2007 and has performed duties in each designation for which she is approved by GDOT for both State and Local Government agency projects.

PROJECT EXPERIENCE

Ms. Houston's most recent project experience includes:

- Acquisition Manager including Negotiations/Relocation for GDOT on S.R. 23 / US 87 Widening Bleckley/Dodge Counties
 - DeKalb County Local Government Sidewalk Program Henderson Road & Flat Shoals Road
 - Columbia County Local Government Delivery TIA Program Flowing Wells, SR 388 & SR 28
 - GDOT on SR 140 from SR 53 to US 41 Widening and reconstruction
 - Atlanta Beltline-Westside Trail project.
-



FEE PROPOSAL

April 30, 2024

Mark Teal, PE
TE2 Consulting
630 Longview Street
Carrollton, GA 30117

RE: Villa Rica Parkway, Carroll County

Dear Mark,

Thank you for giving us the opportunity to bid on Right of Way (R/W) services for Villa Rica Parkway in Carroll County. Outlined below are our fees to acquire the necessary rights of way on this project.

Pre-Acquisition Services:

Various pre-acquisitions services for 19 Parcels will be conducted. Some of these services are outlined below.

- Review Title Work
- Prepare Appraisal Project Inspection Checklist (**\$2,000**)
- Review R/W Plans and submit request to Design for any necessary changes
- Hold Property Owners Meeting (**\$4,000** - 4 People)
- Prepare Property Management Forms (6-7 Residential Structures)
- Conduct Relocation Interviews (Approx. 8 Displacees) **\$7,200**
- Prepare Relocation Packages for Displaced Occupants (Assume 8) **\$12,000**
- Attend any necessary meetings with City
- Prepare necessary Reports as may be needed to track project

Pre-Acquisition:

\$600/Parcel X 19 =	\$11,400
Appraisal checklist	\$2,000
Property Owner's Meeting	\$4,000
Relocation Interviews	\$7,200
Relocation Packages	\$12,000
TOTAL	\$36,600

Mark Teal

Page Two

4-30-24

Appraisal Fees: Not included. These services have been obtained by another vendor.

Appraisal Review Fees: 14 x 388 N Reports x \$1,000/Parcel = **\$14,000**

Note: Additional Parcels may be required.

Negotiations: (AS NEEDED)

Owner Interest:	19 x \$1,900 = \$36,100
Other Interest	1 x \$1,900 = \$1,900
Relocation Offers	8 x \$1,900 = \$15,200
Revised Offers	1 x \$500 = \$500
TOTAL	\$53,700

The above fees also include BM&K preparing the necessary closing packages which are comprised of the R/W Deed with Legals and Plats to furnish to the City Attorney to assist with closings.

R/W Certification Issues: \$3,000.00 (Lump Sum)

- Finalize Property Management issues required to certify the project
- Prepared R/W Certification Package

Services not included in this proposal

- (1) Attorney Fees
- (2) Condemnation Petition Preparation
- (3) Condemnation Testimony
- (4) Appraisal Fees
- (5) Attorney Fees

Start Date

BM&K appreciates the opportunity to provide this scope of services to you. We can begin work on subject project as soon as we receive notice from you and an executed contract.

Mark Teal

Page Three

4-30-24

TOTAL COST

Pre-Acquisition Services	\$36,600
Appraisal Review Fees	\$14,000
Acquisition Fees	\$53,700
R/W Certification Issues	\$3,000
TOTAL	\$107,300.00

If you have questions, please contact me at 404-291-9577 or at mickie@bmandkinc.com.

Sincerely,

Mickie McLunkin

R/W Manager



ADMINISTRATION DOCUMENTS

GDOT Prequalification Forms

**STATE OF GEORGIA DEPARTMENT OF TRANSPORTATION**
RIGHT OF WAY PREQUALIFICATION CERTIFICATE**Name:**
Anastacia E. Ammons**Issue Date:**
*June 22, 2021***Address:**
BM&K
P.O. Box 878
Braselton, Georgia 30517**Date of Expiration**
*June 21, 2024***Signature:**

Troy A. Hill, ROW Administrator

You are qualified to provide ROW Services to the GA Department of Transportation for the Service Classifications checked below.

A – Relocation Services

- ☐ A-1 Conceptual Stage Study
- ☐ A-2 Relocation (Benefits Package Prep)
- ☐ A-3 Relocation Benefits Package Reviewer
- ☐ A-4 Relocation Benefits Training Instructor

B - Pre/Post Project Prep Services

- ☐ B-1 Plan Review
- ☐ B-4 Quit Claim Deed Preparation

C – Valuation Services

- ☐ C-1 Appraisal Report – Level
- ☐ C-2 Appraisal Review Report
- ☐ C-3 Cost-to-Cure Report
- ☐ C-4 Trade Fixture Report
- ☐ C-5 Sign Appraisal
- ☐ C-6 Environmental Assessment Report
- ☐ C-7 Septic Tank/Well Estimators
- ☐ C-8 Timber Report
- ☐ C-9 Detailed Cost Estimator
- ☐ C-9-A Detailed ROW Cost Estimator for Negotiation
- ☐ C-10 Preliminary Cost Estimator
- ☐ C-11 Concept Team Meetings

D – Acquisition Services

- ☐ D-1 RW Project Manager
- ☐ D-2 Pre-Acquisition Agent
- ☐ D-3 Acquisition Manager
- ☐ D-4-A Negotiation Agent Trainee
- ☒ D-4-B Negotiation Agent 1
- ☐ D-4-C Negotiation Agent 2
- ☐ D-4-D Negotiation Agent 3
- ☐ D-5 Relocation Negotiation Agent
- ☐ D-6 Administrative Review Officer (Appeals)
- ☐ D-7 Interpreter
- ☐ D-8 District Acquisition Support Consultant
- ☐ D-9 ROW Training Instructor

E – Property Management Services

- ☐ E-1 Asbestos Inspection
- ☐ E-2 Asbestos Abatement
- ☐ E-3 Demolition
- ☐ E-4 UST Removal
- ☐ E-5 Site Inspector
- ☐ E-6 Surplus Property Disposal Agent
- ☐ E-7 Surplus Property Leasing Agent
- ☐ E-8 Surplus Property Management Project Manager

F - Court Coordination Services

- ☐ F-1 Court Coordinator

V12_2020_12_23

**STATE OF GEORGIA DEPARTMENT OF TRANSPORTATION**
RIGHT OF WAY PREQUALIFICATION CERTIFICATE**Name:**
Michelle W. Brock**Issue Date:**
*October 28, 2021***Address:**
BM&K P.C.
P.O. Box 878
Gainesville, Georgia 30517**Date of Expiration**
*October 28, 2024***Signature:**

Troy A. Hill, ROW Administrator

You are qualified to provide ROW Services to the GA Department of Transportation for the Service Classifications checked below.

A – Relocation Services

- ☐ A-1 Conceptual Stage Study
- ☐ A-2 Relocation (Benefits Package Prep)
- ☐ A-3 Relocation Benefits Package Reviewer
- ☐ A-4 Relocation Benefits Training Instructor

B - Pre/Post Project Prep Services

- ☐ B-1 Plan Review
- ☐ B-4 Quit Claim Deed Preparation

C – Valuation Services

- ☐ C-1 Appraisal Report – Level
- ☐ C-2 Appraisal Review Report
- ☐ C-3 Cost-to-Cure Report
- ☐ C-4 Trade Fixture Report
- ☐ C-5 Sign Appraisal
- ☐ C-6 Environmental Assessment Report
- ☐ C-7 Septic Tank/Well Estimators
- ☐ C-8 Timber Report
- ☒ C-9 Detailed Cost Estimator
- ☒ C-9-A Detailed ROW Cost Estimator for Negotiation
- ☒ C-10 Preliminary Cost Estimator
- ☒ C-11 Concept Team Meetings

D – Acquisition Services

- ☒ D-1 RW Project Manager
- ☒ D-2 Pre-Acquisition Agent
- ☒ D-3 Acquisition Manager
- ☐ D-4-A Negotiation Agent Trainee
- ☐ D-4-B Negotiation Agent 1
- ☐ D-4-C Negotiation Agent 2
- ☒ D-4-D Negotiation Agent 3
- ☒ D-5 Relocation Negotiation Agent
- ☒ D-6 Administrative Review Officer (Appeals)
- ☐ D-7 Interpreter
- ☒ D-8 District Acquisition Support Consultant
- ☐ D-9 ROW Training Instructor

E – Property Management Services

- ☐ E-1 Asbestos Inspection
- ☐ E-2 Asbestos Abatement
- ☐ E-3 Demolition
- ☐ E-4 UST Removal
- ☐ E-5 Site Inspector
- ☐ E-6 Surplus Property Disposal Agent
- ☐ E-7 Surplus Property Leasing Agent
- ☐ E-8 Surplus Property Management Project Manager

F - Court Coordination Services

- ☒ F-1 Court Coordinator

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Sandra Cain GDOT Prequalification

**STATE OF GEORGIA DEPARTMENT OF TRANSPORTATION**
RIGHT OF WAY PREQUALIFICATION CERTIFICATE**Name:**

Sandra Cain

Address:P O Box 878
Braselton, Ga 30517**Issue Date:**

January 24, 2024

Date of Expiration

January 24, 2027

Signature:

Kevin York, ROW Administrator

You are qualified to provide ROW Services to the GA Department of Transportation for the Service Classifications checked below.

A – Relocation Services

- ☐ A-1 Conceptual Stage Study
- ☐ A-2 Relocation (Benefits Package Prep)
- ☐ A-3 Relocation Benefits Package Reviewer
- ☐ A-4 Relocation Benefits Training Instructor

B - Pre/Post Project Prep Services

- ☐ B-1 Plan Review
- ☐ B-4 Quit Claim Deed Preparation

C – Valuation Services

- ☐ C-1 Appraisal Report – Level
- ☐ C-2 Appraisal Review Report
- ☐ C-3 Cost-to-Cure Report
- ☐ C-4 Trade Fixture Report
- ☐ C-5 Sign Appraisal
- ☐ C-6 Environmental Assessment Report
- ☐ C-7 Septic Tank/Well Estimators
- ☐ C-8 Timber Report
- ☐ C-9 Detailed Cost Estimator
- ☐ C-9-A Detailed ROW Cost Estimator for Negotiation
- ☐ C-10 Preliminary Cost Estimator
- ☐ C-11 Concept Team Meetings

D – Acquisition Services

- ☐ D-1 R/W Project Manager
- ☐ D-2 Pre-Acquisition Agent
- ☐ D-3 Acquisition Manager
- ☐ D-4-A Negotiation Agent Trainee
- ☒ D-4-B Negotiation Agent 1
- ☐ D-4-C Negotiation Agent 2
- ☐ D-4-D Negotiation Agent 3
- ☐ D-5 Relocation Negotiation Agent
- ☐ D-6 Administrative Review Officer (Appeals)
- ☐ D-7 Interpreter
- ☐ D-8 District Acquisition Support Consultant
- ☐ D-9 ROW Training Instructor

E – Property Management Services

- ☐ E-1 Asbestos Inspection
- ☐ E-2 Asbestos Abatement
- ☐ E-3 Demolition
- ☐ E-4 UST Removal
- ☐ E-5 Site Inspector
- ☐ E-6 Surplus Property Disposal Agent
- ☐ E-7 Surplus Property Leasing Agent
- ☐ E-8 Surplus Property Management Project Manager

F - Court Coordination Services

- ☐ F-1 Court Coordinator

V13_2022_12_23

**STATE OF GEORGIA DEPARTMENT OF TRANSPORTATION
RIGHT OF WAY PREQUALIFICATION CERTIFICATE****Name:**
Pamela G. Digsby**Issue Date:**
*January 25, 2023***Address:**
BM&K, Inc.
103 Mountain Brook Drive
Suite 112
Canton, Georgia 30115**Date of Expiration**
*January 25, 2026***Signature:** *Kevin D York*

Kevin York, ROW Administrator

You are qualified to provide ROW Services to the GA Department of Transportation for the Service Classifications checked below.

A – Relocation Services

- ☐ A-1 Conceptual Stage Study
- ☐ A-2 Relocation (Benefits Package Prep)
- ☐ A-3 Relocation Benefits Package Reviewer
- ☐ A-4 Relocation Benefits Training Instructor

B - Pre/Post Project Prep Services

- ☐ B-1 Plan Review
- ☐ B-4 Quit Claim Deed Preparation

C – Valuation Services

- ☐ C-1 Appraisal Report – Level
- ☐ C-2 Appraisal Review Report
- ☐ C-3 Cost-to-Cure Report
- ☐ C-4 Trade Fixture Report
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D – Acquisition Services

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- ☒ D-2 Pre-Acquisition Agent
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- ☒ D-8 District Acquisition Support Consultant
- ☐ D-9 ROW Training Instructor

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- ☐ E-7 Surplus Property Leasing Agent
- ☐ E-8 Surplus Property Management Project Manager

F - Court Coordination Services

- ☐ F-1 Court Coordinator

V13_2022_12_23



STATE OF GEORGIA DEPARTMENT OF TRANSPORTATION RIGHT OF WAY PREQUALIFICATION CERTIFICATE

Name:
Mickie McJunkin

Issue Date:
September 27, 2021

Address:
BM&K, P.C.
PO Box 878
Braselton, Georgia 30517

Date of Expiration
September 27, 2024

Signature:

Troy A. Hill, ROW Administrator

You are qualified to provide ROW Services to the GA Department of Transportation for the Service Classifications checked below.

A – Relocation Services

- ☒ A-1 Conceptual Stage Study
- ☐ A-2 Relocation (Benefits Package Prep)
- ☐ A-3 Relocation Benefits Package Reviewer
- ☐ A-4 Relocation Benefits Training Instructor

B - Pre/Post Project Prep Services

- ☐ B-1 Plan Review
- ☐ B-4 Quit Claim Deed Preparation

C – Valuation Services

- ☒ C-1 Appraisal Report – Level 3
- ☒ C-2 Appraisal Review Report
- ☐ C-3 Cost-to-Cure Report
- ☐ C-4 Trade Fixture Report
- ☐ C-5 Sign Appraisal
- ☐ C-6 Environmental Assessment Report
- ☐ C-7 Septic Tank/Well Estimators
- ☐ C-8 Timber Report
- ☒ C-9 Detailed Cost Estimator
- ☒ C-9-A Detailed ROW Cost Estimator for Negotiation
- ☒ C-10 Preliminary Cost Estimator
- ☒ C-11 Concept Team Meetings

D – Acquisition Services

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- ☒ D-2 Pre-Acquisition Agent
- ☒ D-3 Acquisition Manager
- ☐ D-4-A Negotiation Agent Trainee
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- ☐ D-4-C Negotiation Agent 2
- ☒ D-4-D Negotiation Agent 3
- ☒ D-5 Relocation Negotiation Agent
- ☒ D-6 Administrative Review Officer (Appeals)
- ☐ D-7 Interpreter
- ☒ D-8 District Acquisition Support Consultant
- ☐ D-9 ROW Training Instructor

E – Property Management Services

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- ☐ E-5 Site Inspector
- ☐ E-6 Surplus Property Disposal Agent
- ☐ E-7 Surplus Property Leasing Agent
- ☐ E-8 Surplus Property Management Project Manager

F - Court Coordination Services

- ☒ F-1 Court Coordinator

V12_2020_12_23



STATE OF GEORGIA DEPARTMENT OF TRANSPORTATION RIGHT OF WAY PREQUALIFICATION CERTIFICATE

Name:

Gary H. Webb

Issue Date:

September 27, 2021

Address:Primacq Group
777 Petty Road
Suite 201
Lawrenceville, Georgia 30043**Date of Expiration**

September 27, 2024

Signature:

Troy A. Hill, ROW Administrator

You are qualified to provide ROW Services to the GA Department of Transportation for the Service Classifications checked below.

A – Relocation Services

- ☒ A-1 Conceptual Stage Study
- ☒ A-2 Relocation (Benefits Package Prep)
- ☐ A-3 Relocation Benefits Package Reviewer
- ☐ A-4 Relocation Benefits Training Instructor

B - Pre/Post Project Prep Services

- ☐ B-1 Plan Review
- ☐ B-4 Quit Claim Deed Preparation

C – Valuation Services

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- ☐ C-2 Appraisal Review Report
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- ☐ C-4 Trade Fixture Report
- ☐ C-5 Sign Appraisal
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- ☐ C-8 Timber Report
- ☐ C-9 Detailed Cost Estimator
- ☐ C-9-A Detailed ROW Cost Estimator for Negotiation
- ☒ C-10 Preliminary Cost Estimator
- ☒ C-11 Concept Team Meetings

D – Acquisition Services

- ☒ D-1 RW Project Manager
- ☒ D-2 Pre-Acquisition Agent
- ☒ D-3 Acquisition Manager
- ☐ D-4-A Negotiation Agent Trainee
- ☐ D-4-B Negotiation Agent 1
- ☐ D-4-C Negotiation Agent 2
- ☒ D-4-D Negotiation Agent 3
- ☒ D-5 Relocation Negotiation Agent
- ☒ D-6 Administrative Review Officer (Appeals)
- ☐ D-7 Interpreter (Romanian)
- ☒ D-8 District Acquisition Support Consultant
- ☒ D-9 ROW Training Instructor

E – Property Management Services

- ☐ E-1 Asbestos Inspection
- ☐ E-2 Asbestos Abatement
- ☐ E-3 Demolition
- ☐ E-4 UST Removal
- ☐ E-5 Site Inspector
- ☐ E-6 Surplus Property Disposal Agent
- ☐ E-7 Surplus Property Leasing Agent
- ☐ E-8 Surplus Property Management Project Manager

F - Court Coordination Services

- ☐ F-1 Court Coordinator

V12_2020_12_23



Agenda Item: _____

CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: Letter of Support for Senior Housing Development

AGENDA DATE: May 14, 2024

DATE PREPARED: May 06, 2024

PREPARED BY: Tom Barber

AMOUNT: n/a

GL ACCOUNT #: n/a

FUNDING SOURCE: n/a

BUDGETED ITEM? n/a

PURPOSE: To approve a resolution and two letters of support for a proposed senior housing project on Cleghorn Street by Arbour Valley.

BACKGROUND: The initial construction to take place in the Eastside TAD was a tax-credit assisted apartment complex on Cleghorn Street. The developer is now preparing to build the second phase on the south side of the new Villa Rica Parkway. Arbour Valley has asked the City to indicate their support for an additional 64 units of senior housing in their role as a GICH community.

STAFF RECOMMENDATION: Staff recommends approval.

IMPACT: Support for this project will improve Arbour Valley's chances of receiving tax credits from Georgia DCA.

MOTION: I move to approve the attached resolution and to authorize the City Manager to execute two letters of support for the proposed development by Arbour Valley.

[to be submitted on Local Government Body's Letterhead]

May 14, 2024

Housing Finance and Development Division
Georgia Department of Community Affairs
60 Executive Park South, N.E.
Atlanta, Georgia 30329-2231

RE: Arbours at Town Branch
193 & 201 Cleghorn Street
Villa Rica, GA 30180

Dear Sir or Madam:

We are writing you to declare our support as a Georgia Initiative for Community Housing Community for the development of the Arbours at Town Branch to be located at 193 & 201 Cleghorn Street in Villa Rica, GA. Arbours at Town Branch, LLC, the developer of the referenced proposed development, has notified the City of Villa Rica of its intention to develop the apartment complex and to apply to the Georgia Department of Community Affairs (DCA) for Low Income Housing Tax Credits (Credit) for the development of units affordable to low-income residents.

It is our understanding of the details of the project are as follows:

Project Name:	Arbours at Town Branch
Project Address and/or Lot Number:	193 & 201 Cleghorn Street
Owner/Purchaser:	Arbours at Town Branch, LLC
Developer Name:	Arbours Valley Development
Owner/Developer Address:	242 Inverness Center Drive Birmingham, AL 35242
Total Number of Units:	64
Total Number of Units Set Aside for Low Income Residents:	64
Project Type (New Construction/Rehabilitation):	New Construction
Tenancy (Family/Elderly/Special Needs):	Elderly

The boundaries of our GICH community are the City limits of Villa Rica and the project is located within our stated GICH community boundary.

I hereby certify that I am the primary contact that is authorized to speak on behalf of the City of Villa Rica Georgia Initiative for Community Housing team. In this capacity, I hereby state that the Villa Rica Georgia Initiative for Community Housing team supports the proposed development as presented.

Sincerely,

Tom Barber
City Manager
City of Villa Rica

[to be submitted on Local Government Body's Letterhead]

May 14, 2024

Office of Affordable Housing
Georgia Department of Community Affairs
60 Executive Park South, N.E.
Atlanta, Georgia 30329-2231

RE: Arbours at Town Branch
 193 & 201 Cleghorn Street
 Villa Rica, GA 30180

Dear Sir or Madam:

Integrity Development Partners, LLC, the developers of the referenced proposed development, have notified the City Council of its intention to develop and to apply to the Georgia Department of Community Affairs (DCA) for Low Income Housing Tax Credit (Credit) for the development of units affordable to low-income residents.

The purpose of this letter is to convey our support for the development of the apartment community. It is our understanding that the project details are as follows:

Project Name:	Arbours at Town Branch
Project Address and/or Lot Number:	193 & 201 Cleghorn Street
Owner/Purchaser:	Arbours at Town Branch, LLC
Developer Name:	Arbour Valley Development
Owner/Developer Address:	242 Inverness Center Drive Birmingham, AL 35242
Total Number of Units:	64
Total Number of Units Set Aside for Low Income Residents:	64
Project Type (New Construction/Rehabilitation):	New Construction
Tenancy (Family/Elderly/Special Needs):	Elderly

I hereby certify that I am the person duly authorized to speak on behalf of the elected body constituting the government of this jurisdiction, as specified in the attached copy of the charter or bylaws of the governmental body. In this capacity, I hereby state that the City Council supports the proposed development as presented, as evidenced by the attached resolution of support and agrees to the issuance of a Letter of Support from the City of Villa Rica's GICH Team.

Finally, I understand that I will also be notified by DCA when the Owner/Developer submits its application for Credit, and be given 30 days to provide additional comments on the application.

Sincerely,

Tom Barber
City Manager

Attachments: Copy of Local Charter or Bylaws Authorizing Signer
[Resolution of Support]

May 14, 2024

A RESOLUTION BY THE CITY OF VILLA RICA, CARROLL COUNTY, GEORGIA

WHEREAS, Arbours at Town Branch, LLC, will submit an application to the Georgia Department of Community Affairs (“DCA”) for low-income housing tax credits to develop the housing development, known as Arbours at Town Branch, to be located at 193 & 201 Cleghorn Street Villa Rica, GA 30180 and

WHEREAS, Arbour Valley Development, and Arbours at Town Branch, LLC are planning on developing the entire complex to provide an affordable housing complex that will provide 64 units of affordable housing to the residents of the City of Villa Rica and Carroll County; and

WHEREAS, the Georgia Department of Community Affairs (“DCA”) has established certain regulations, through the State of Georgia’s 2024 Qualified Allocation Plan, whereby low-income housing tax credits applications must be competitive; and

WHEREAS, the City Council of the City of Villa Rica wishes to endorse the aforementioned application by Arbours at Town Branch, LLC and Arbour Valley Development, LLC and as evidence of this support resolution.

BE IT FURTHER RESOLVED, that the Mayor is hereby authorized to take actions and to enter into agreements consistent with the aforesaid endorsement.

BE IT SO RESOLVED this 14th day of May 2024.

Signed,

Honorable Leslie McPherson
Mayor

Need City Clerk and or City attorney to witness or attest to it.