

CITY COUNCIL  
GIL MCDOUGAL, MAYOR  
DANNY CARTER, MAYOR PRO-TEM  
SHIRLEY MARCHMAN  
LESLIE MCPHERSON  
MATTHEW MOMTAHAN  
MICHAEL YOUNG

# City of Villa Rica



CITY MANAGER: TOM BARBER  
CITY CLERK: ALISA DOYAL  
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 26, 2020 | 5:00 PM

**Due to the current Social Distancing orders in effect in the State of Georgia at the time of this notice, the public will not be permitted to attend the Work Session or Regular Meeting in person. All interested persons are invited and encouraged to observe the live stream of the meeting which may be found at [www.villarica.tv](http://www.villarica.tv).**

### **Review of the Agenda (Mayor Gil McDougal)**

#### **A. Governing Body (Mayor Gil McDougal)**

1. Election of GMA District 4 Officers for 2020-2021

#### **B. Public Works (Bobby Elliott, Director)**

1. Recreation Senior Center HVAC Replacement (Nic Griffin, Maintenance Manager)
2. Two Dehumidification Systems for Library (Nic Griffin, Maintenance Manager)
3. Three Carrier HVAC Systems for Police Department (Nic Griffin, Maintenance Manager)
4. Purchase SLG R2632 Scissor Lift (Nic Griffin, Maintenance Manager)

#### **C. Utilities (Pete Zorbanos, Director)**

1. Replacement of High Service Pump Drive 3
2. Keck & Wood Booster Pump Station Proposal

#### **D. Police (Michael Mansour, Chief)**

1. Items for Auction from Police Evidence Room (Captain Keith Shaddix)

#### **E. Finance (Sarah Andrews, CFO)**

1. Cutoffs for NonPayment

**F. City Manager (Tom Barber)**

1. Amendment to Professional Service Agreement with Brennan Jones
2. Discussion of Board Application Process
3. Carroll County Road Construction Proposal - Daniel Road
4. Fall Recreational Programming

**G. Adjournment**





Agenda Item: \_\_\_\_\_

# CITY OF VILLA RICA

## City Council Meeting Agenda Item Cover Sheet

**SUBJECT:** Election of GMA's District 4 Officers

**AGENDA DATE:** May 21, 2020

**DATE PREPARED:** May 26, 2020

**PREPARED BY:** Tom Barber

**AMOUNT:** n/a

**GL ACCOUNT #:** n/a

**FUNDING SOURCE:** n/a

**BUDGETED ITEM?** n/a

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**PURPOSE:** To approve a slate of candidates as GMA's District 4 Officers for 2020-2021.

**BACKGROUND:** GMA has submitted the ballot for their 2020-2021 District 4 officers. The City may vote to approve or oppose the proposed slate of city officials. The deadline for submitting nominations was May 18.

**STAFF RECOMMENDATION:**

**IMPACT:**

**MOTION:** I move that we approve the slate of four city officials nominated as District 4 Officers by GMA for the 2020-2021 year.

# ELECTION OF GMA'S DISTRICT 4 OFFICERS FOR 2020-2021

## **BALLOT**

The following city officials have been nominated as GMA's District 4 Officers for 2020-2021:

- President Clarence Bolden, Councilmember, Turin
- First Vice President J.D. Stallings, Mayor, Thomaston
- Second Vice President Steve Ledbetter, Mayor, Woodbury
- Third Vice President Betty Cason, Mayor, Carrollton

*\*No additional nominations were received by the May 18, 2020 deadline.*

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If your city is in favor of the proposed slate of officers, please check here: \_\_\_\_\_

If your city is opposed to the proposed slate of officers, please check here: \_\_\_\_\_

Please provide the following information:

City: \_\_\_\_\_

Name of person submitting ballot: \_\_\_\_\_

Signature: \_\_\_\_\_

**Please mail or email ballot by June 17 to:**

Terrell Jacobs, Georgia Municipal Association, P.O. Box 105377, Atlanta, GA 30348; email at [tjacobs@gacities.com](mailto:tjacobs@gacities.com).



Agenda Item: \_\_\_\_\_

# CITY OF VILLA RICA

## City Council Meeting Agenda Item Cover Sheet

**SUBJECT:** Recreation Senior Center HVAC replacement  
**AGENDA DATE:** May 14, 2020

**DATE PREPARED:** May 14, 2020  
**PREPARED BY:** Nic Griffin

**AMOUNT:** \$39,158.00  
**GL ACCOUNT #:** 321-5500-541300  
**FUNDING SOURCE:** CPLOST  
**BUDGETED ITEM?** Yes

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**PURPOSE:** To replace the 25-ton HVAC system that supplies the Senior Center. The current unit is a Carrier AHU model#40RR-028-000. We would replace it with a Carrier 25-ton unit, model #38APS02554 and #40RUAA28T2A5.

**BACKGROUND:** The current system is 28 years old and runs with R-22 type refrigerant. This unit has had an increasing demand for repair and maintenance over the years. The motor in the air handler is starting to pull more power than the circuit is rated for, thus tripping the breaker frequently. It will not be very long before there is a catastrophic failure in this system, leaving the Senior Center without air conditioning. Staff has reached out to a total of five vendors with requests for quotes. Only two of those vendors were interested. All vendors were asked to bid on the exact same equipment. KBS Heating and Cooling came in as the low bidder. They are \$10,489.00 less expensive than Action Electrical. The City budgeted \$49,302.00 for this project. We will be under budget by \$10,144.00.

| Company                                    | Quote       |
|--------------------------------------------|-------------|
| KBS Heating and Cooling, Inc               | \$39,158.00 |
| Action Electrical & Mechanical Contractors | \$49,647.00 |

**STAFF RECOMMENDATION:** We currently use Action Electrical and Mechanical contractors for most of our HVAC service needs. While we are extremely satisfied with the service they have always provided, staff is recommending that the city hires KBS Heating and Cooling for this install. KBS is a local company, with their office being located at 146 Edge Road. They have been in business for 20 years, starting in Douglasville and moving to Villa Rica in 2014. They currently provide service to places such as The City of Douglasville, Dawn Foods, Finishing Dynamics and more. They have provided a list of references that are attached. It is my opinion that

a relationship with this local company would provide the City of Villa Rica a great service for our HVAC needs.

**IMPACT:** The Senior Center will have a reliable HVAC system that provides excellent heating and cooling for many years.

**MOTION:** I move that we authorize city staff to engage KBS Heating and Cooling, Inc for the purchase and installation of a complete Carrier HVAC system, in the amount of \$39,158.00.



146 Edge Road  
Villa Rica, Georgia 30180  
678-715-9299 or 770-439-6677  
customer.care@kbsvac.net

April 28, 2020

Dear, Nic Griffen

Thank you for the opportunity to quote your HVAC project located at 646 Industrial Blvd. Gold Dust Recreation Department. We are excited and honored to be able to build a relationship with the City Of Villa Rica. We have committed our company to providing the highest quality in our installation Department, as well as having a high quality service department and staff. We also have great relationships with our vendor that stand behind the products we are purchasing and installing for our customer. We offer 24/7 after hours and emergency services to all our customer and clients. Our quotes include quality materials and workmanship to meet or exceed all state and local codes, permits and warranties. The proposal includes all equipment, materials and labor to complete replacement of 1- 25- ton DX split-cooling system as stated in the requested memo.

- 1- Carrier 25 ton Complete indoor and out-door unit replacement
- 1- M#38APS02554-10030 Deluxe air-cooled condensing unit
- 1- M#40RUAA28T2A5 Deluxe indoor Air-Handler with 2" filters
- 1- 2 Speed VFD Display Kit form indoor
- 1- CAHWCOIL003A0 2- Row Hot Water Coil
- 1- P502-8759S Liquid Line Filter Dryer
- 1- HM1-1TT9 Site Glass for liquid Line, 1- LLSV pump down solenoid valve
  - Reconnect to existing supply duct-work and Return Duct-work
  - Reconnect to existing water-supply with Braded water connectors
  - Reconnect all refrigerant lines, power supply, controls and drains
  - Mastic Seal duct-work at all connection at new indoor unit
  - Install new Honeywell Programable thermostat based on equipment specs
  - Pressure test refrigerant lines and evacuate system to 500 Microns
  - Insulate all refrigerant lines both indoor and out-door
  - Remove all old equipment and clean work area

All Listed Equipment, material and labor..... Installed-\$39,158.00

Warranty for all equipment:

5- year parts/compressor, 1- year labor from start-up date

Thanks for allow us to look at your project  
Jason Perritt 678-756-1377

Thanks again for your interest in KBS Heating and Cooling Inc. If you have any questions please



146 Edge Road  
Villa Rica, Georgia 30180  
678-715-9299 or 770-439-6677  
[customer.care@kbsvac.net](mailto:customer.care@kbsvac.net)

call me directly.

Sincerely,  
Jason Perritt  
KBS Heating and Cooling, Inc.





2600 COLLINS SPRINGS DR SE ATLANTA, GA 30339-1720  
(404)799-3551 www.actioncontractors.com FAX(404)799-9983

May 13, 2020

City of Villa Rica  
Gold Dust park  
Villa Rica, GA 30180  
dgriffin@villarica.org

Est. # SV20-624

We are pleased to offer or proposal for the following scope of work to replace the 30- year old 25 Ton HVAC system for the dinning hall area at Gold dust park.

Old equipment: Carrier AHU mod # 40RR-028-000  
Carrier AC mod # 38AKS028-600

**Scope of Work: Replacement of 25- ton system**

- Lock out and tag out power to air handler and condenser.
- Reclaim all refrigerant from system according to EPA guidelines.
- Disconnect all refrigerant piping and hot water piping from unit.
- Disconnect all power and controls.
- Remove all old equipment from the building and haul off job site.
- Set new air handler in place and set new condenser on existing pad.
- Install new duct transitions to new air handler and seal up.
- Reconnect all refrigerant lines, power, controls, and drain.
- Install new hot water control valve and re pipe to new HW coil
- Pressure test refrigerant lines evacuate system to 500 microns.
- Insulate all HW and refrigerant lines.
- Install new Honeywell Thermostat.
- Start system and charge with correct amount of 410A check for correct operation in cooling.
- Purge air from hot water lines and check operation of heat.
- Clean up work area and haul off all trash.

**Items included:**

- Carrier 25-ton air handler with hot water heating coil option and VFD two speed drive fan assy. Model #40RUAA28T2A5-0A0A0
- Carrier 25-ton AC condensing unit duel compressors two stage Model # 40RUAA28T2A5-0A0A0
- Carrier 2 row hot water coil Model # CAHWCOIL003A00
- All duct work to complete job
- All electrical supply's needed
- All hot water piping with new control valve and insulation

Quote is subject to and conditioned upon use of terms which are acceptable to Action Electric Co., Inc.  
Pricing is good for 30 days unless otherwise noted.

- All refrigerant piping with new driers, solenoid valves and insulation
- All new control thermostat and fan controls
- All labor to complete job
- Start units and check for correct operation

**Investment to complete scope of work \$49,647.00**

**Clarifications and Exceptions:**

- Warranty 1- year parts and labor 5- year compressor
- All work done during normal hours 7 am to 3.30 pm M-F
- No drawings or permits included
- No load calculations included

Thank you for the opportunity,

Dwayne Camp  
HVAC/R Project Manager  
Direct 678-278-4210  
24HR 404-799-3551  
[dcamp@actioncontractors.com](mailto:dcamp@actioncontractors.com)

Quote is subject to and conditioned upon use of terms which are acceptable to Action Electric Co., Inc.  
Pricing is good for 30 days unless otherwise noted.





146 Edge Road  
Villa Rica, Georgia 30180  
678-715-9299 or 770-439-6677  
customer.care@kbshvac.net

May 14, 2020

City of Villa Rica  
571 W Bankhead Hwy  
Villa Rica, GA 30180

KBS Heating and Cooling, Inc. is a full service heating, ventilation, and air conditioning company for both residential and commercial properties. The founder, Kenneth Borts, opened its doors in Douglasville, Georgia in November of 1998, and became incorporated in February of 1999. We moved and became a part of the City of Villa Rica community in 2014. With an annual gross income around \$1,500,000.00, the company has been servicing the metro Atlanta community for over twenty years. With projections higher this year, we are confident we can handle any size job.

Please refer to attached documentation to further explain our Maintenance Memberships and a few of our Indoor Air Quality products. Our Maintenance Memberships are designed to meet our customer's specific needs while saving them money in energy conservation and prolonging equipment life.

We measure our success by the values of our service and our long-term relationships with our customers. Please see attached list of our long standing clients and trade references.

We provide superior service and exceptional quality at a fair price. With a staff of fifteen people at this time we feel we can support your needs. We look forward to exceeding your expectations and developing a long-term relationship with the City of Villa Rica. Please feel free to contact us at any time at 678-715-9299.

Regards,

Kenneth Borts  
Owner – KBS Heating and Cooling, Inc.



**Trade References:**

1. Keyra Carroll  
Personal Banker  
SunTrust Bank  
435 West Bankhead Hwy.  
Villa Rica, Ga 30180  
(770) 462-6025  
keyra.carroll@suntrust.com
2. John Morisseau  
Territory Manager  
Apex Supply PC549  
2250 Sweetwater Ind. Blvd.  
Lithia Springs, GA 30122  
(404) 354-2528  
john.morisseau@apexsupply.com
3. Taylor Leggett  
President/Owner  
Douglasville Winair Company  
8960 GA-5  
Bldg C  
(770) 846-6508  
ctleggett@winsupplyinc.com
4. Dustin Ketchum  
Account Manager  
Georgia Trane  
4000 Dekalb Technology Parkway  
Building 100  
Atlanta, Georgia, USA 30340  
(678) 216-2667  
dustin.Ketchem@TraneTechnologies.com



**Trade References:**

1. Keyra Carroll  
Personal Banker  
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435 West Bankhead Hwy.  
Villa Rica, Ga 30180  
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4000 Dekalb Technology Parkway  
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Atlanta, Georgia, USA 30340  
(678) 216-2667  
dustin.Ketchem@TraneTechnologies.com



Agenda Item: \_\_\_\_\_

# CITY OF VILLA RICA

## City Council Meeting Agenda Item Cover Sheet

**SUBJECT:** City of Villa Rica Library  
**AGENDA DATE:** May 14, 2020

**DATE PREPARED:** May 14, 2020  
**PREPARED BY:** Nic Griffin

**AMOUNT:** \$32,686.00  
**GL ACCOUNT #:** 320-6510-541300  
**FUNDING SOURCE:** 08SPLOST  
**BUDGETED ITEM?** Yes

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**PURPOSE:** To replace one 15-ton unit serial #KGA180S4BS2Y and one 7.5-ton unit serial #KGA090S4BH4Y located on the library roof. We will be installing two Lennox Humiditrol systems. They will have equivalent tonnage. These new systems have a dehumidifier option which allows the cooling to run with secondary reheat so that it dries out the air without over cooling the facility. The new systems to be installed are Model #KGB180S4 15-ton and Model #KGB092S4 7.5-ton. These units will supply the main library area and the children's area.

**BACKGROUND:** The Library has had a history of humidity issues since it was built. On August 13, 2019 the City Council approved an application to apply for an MRR grant from the State Library that if approved would cover 50 percent of the units' replacement cost. There are a couple factors that cause this issue, the main one being with the window seals. There are many windows in the facility. From what we have discovered, some of the windows have shifted downwards a bit in their frame. It is my opinion that the window seals are not functioning as designed, allowing moisture to seep in. We have experienced multiple occurrences of water intrusion through the window seals in the past. We have set up portable dehumidifiers in the library for a temporary solution. Staff has reached out to a total of five HVAC contractors with a request for quote. Only two of those vendors were interested. All vendors were asked to bid on the exact same equipment. KBS Heating and Cooling came in as the low bidder. They are \$4,571 less expensive than Action Electrical. The city budgeted \$37,257.00. The City will be under budget by \$4,571.00.

| Company                                    | Quote       |
|--------------------------------------------|-------------|
| KBS Heating and Cooling, Inc               | \$32,686.00 |
| Action Electrical & Mechanical Contractors | \$37,257.00 |

**STAFF RECOMMENDATION:** We currently use Action Electrical and Mechanical contractors for most of our HVAC service needs. While we are extremely satisfied with the service they have



always provided, staff is recommending that the city hires KBS Heating and Cooling for this install. KBS is a local company, with their office being located at 146 Edge Road. They have been in business for 20 years, starting in Douglasville and moving to Villa Rica in 2014. They currently provide service to places such as The City of Douglasville, Dawn Foods, Finishing Dynamics and more. They have provided a list of references that are attached. It is my opinion that a relationship with this local company would provide the City of Villa Rica a great service for our HVAC needs.

**IMPACT:** Replacing these units will provide the Library with a greater control of moisture management. These units will have the ability to remove much more moisture out of the air at a greater rate than the current set-up consisting of portable dehumidifiers. The units being removed, can be repurposed and installed on another facility that is in need of a 410a hvac system.

**MOTION:** I move that we authorize city staff to engage KBS Heating and Cooling for the purchase and installation of two Lennox Humiditrol dehumidification systems, in the amount of \$32,686.00.



146 Edge Road  
Villa Rica, Georgia 30180  
678-715-9299 or 770-439-6677  
customer.care@kbshvac.net

April 28, 2020

Dear, Nic Griffen

Thank you for the opportunity to quote your HVAC project located at 869 Dallas Hwy. Villa Rica Library. We are excited and honored to be able to build a relationship with the City Of Villa Rica. We have committed our company to providing the highest quality in our installation Department, as well as having a high quality service department and staff. We also have great relationships with our vendor that stand behind the products we are purchasing and installing for our customer. We offer 24/7 after hours and emergency services to all our customer and clients. Our quotes include quality materials and workmanship to meet or exceed all state and local codes, permits and warranties. The proposal includes all equipment, materials and labor to complete replacement of 1- 15-ton Gas Package unit, 1- 7.5- ton Gas package unit as stated in the requested memo.

- 1- Carrier M# 48TCDE08A2A5-6F With HUMIDIMIZER 7.5 Ton
- 1- Electromechanical Controls with W7220 Economizer
- 1- 2 speed fan control VFD
- 1- 33CS2PPRH-03 EDGE Pro Programable Control with Humidity Control
- 1- 7.5 Ton Curb Adapter to Fit existing Roof-Curb
- 2- Carrier M#48TCDE16A2A5-6F0G0 With HUMIDIMIZER 15-TON
- 1- Electromechanical Controls with W7220 Economizer
- 1- 2 Speed VFD Display Kit
- 1- 33CS2PPRH-03 EDGE Pro Programable Control with Humidity Control
- 1- 15 Ton Curb Adapter to Fit existing Roof-Curb
  - Install curb adapters and seal with New Gasket Material
  - Install New Low Voltage Wire to Controller for Humidity Control
  - Reconnect All Electrical, Gas-piping and Drains with Clean-outs
  - Start-up Equipment and preform proper commissions, Settings
  - Fill out all Factory Specs sheets and submit to Carrier
  - Provide Crane Service to perform list replacements
  - Remove all old equipment and clean work area

All Listed Equipment, material and labor..... Installed-\$32,400.00

Note:

Lennox Replace units with same specs ..... Installed-\$32,686.00

Warranty for all equipment:

5- year parts/compressor, 1- year labor from start-up date

Thanks for allow us to look at your project  
Jason Perritt 678-756-1377



146 Edge Road  
Villa Rica, Georgia 30180  
678-715-9299 or 770-439-6677  
[customer.care@kbshvac.net](mailto:customer.care@kbshvac.net)

Thanks again for your interest in KBS Heating and Cooling Inc. If you have any questions please call me directly.

Sincerely,  
Jason Perritt  
KBS Heating and Cooling, Inc.





May 12, 2020

City of Villa Rica Library  
Villa Rica, GA 30180  
[dgriffin@villarica.org](mailto:dgriffin@villarica.org)

Est. # SV19-857

**RE: Two RTU replacement with Lennox Humiditrol Dehumidification option**

Due to high humidity problem in building we recommend changing two of the RTU units to Lennox units that is set up with their HUMIDITROL option a dehumidifier system that has components that allows cooling to run with secondary reheat to dry the air out and not over cool the building. We would change out the 15-ton unit that feeds the main library area and the 7.5- ton unit that serves the kids library. Both areas will have a humidistat installed in the space and wired to the RTU.

**SCOPE OF WORK:**

- Lock out and tag power to units.
- Disconnect power, controls, gas supply and drains.
- Have crane service remove both units.
- Set both new units on original curb.
- Reconnect power, controls, gas supply and drains.
- Run control wiring to new dehumidistat mounted in space.
- Start units and check for correct operation.
- Fill out all factory start up paperwork.
- Crane service provided.
- Deliver removed equipment to storage in Villa Rica. (unloaded by VR )
- New unit's mod# KGB180S4 15 Ton ,KGB092S4 7.5 Ton

**Investment to complete scope of work \$37,257.00**

**Clarifications and Exceptions:**

- Warranty: 1yr parts and labor,5yr compressor
- No Drawings or permit included
- Model # of units being removed KGA180S4BS2Y ser# 5615M04426 15 Ton
- KGA090S4BH4Y ser# kids' library 7.5 Ton

Thank you for the opportunity,  
Dwayne Camp  
HVAC/R Project Manager  
Direct 678-278-4210  
24HR 404-799-3551  
[dcamp@actioncontractors.com](mailto:dcamp@actioncontractors.com)

This quote is subject to and conditioned upon use of terms which are acceptable to Action Electric Co., Inc. Pricing is good for 30 days unless otherwise noted.



146 Edge Road  
Villa Rica, Georgia 30180  
678-715-9299 or 770-439-6677  
customer.care@kbshvac.net

May 14, 2020

City of Villa Rica  
571 W Bankhead Hwy  
Villa Rica, GA 30180

KBS Heating and Cooling, Inc. is a full service heating, ventilation, and air conditioning company for both residential and commercial properties. The founder, Kenneth Borts, opened its doors in Douglasville, Georgia in November of 1998, and became incorporated in February of 1999. We moved and became a part of the City of Villa Rica community in 2014. With an annual gross income around \$1,500,000.00, the company has been servicing the metro Atlanta community for over twenty years. With projections higher this year, we are confident we can handle any size job.

Please refer to attached documentation to further explain our Maintenance Memberships and a few of our Indoor Air Quality products. Our Maintenance Memberships are designed to meet our customer's specific needs while saving them money in energy conservation and prolonging equipment life.

We measure our success by the values of our service and our long-term relationships with our customers. Please see attached list of our long standing clients and trade references.

We provide superior service and exceptional quality at a fair price. With a staff of fifteen people at this time we feel we can support your needs. We look forward to exceeding your expectations and developing a long-term relationship with the City of Villa Rica. Please feel free to contact us at any time at 678-715-9299.

Regards,

Kenneth Borts  
Owner – KBS Heating and Cooling, Inc.



**Professional References:**

1. Happy Howard  
Facilities Manager  
City of Douglasville  
6695 Church St.  
Douglasville, GA 30134  
(678) 414-0640  
howardh@douglasvillega.gov
2. David Fiquette  
Plant Manager  
Dawn Food Products, Inc.  
4400 Dawn Foods Pkwy  
Douglasville, GA 30134  
(678) 778-6362  
david.fiquette@dawnfoods.com
3. Jeremy Manchester  
Finishing Dynamics, Inc.  
28 Andrews Pkwy.  
Villa Rica, GA 30180  
(678) 758-6886
4. Garfield Williams  
HopeWorks  
751 Rice St. NW  
Atlanta, GA 30318  
(404) 769-4674  
gwilliams@hopeworks4us.org
5. Will Colley  
Owner  
Red Door Revivals  
407 Atlanta St.  
Marietta, GA 30060  
(404) 319-8088  
will.colley@polaracapital.com
6. Rick Lee  
Mortensen Woodwork, Inc.  
4920 Baker St.  
Union City, GA 30291  
(404) 569-8066
7. Patrick Davey  
Owner  
Davey Construction LLC  
407 Atlanta St.  
Marietta, GA 30060  
(404) 822-4351  
patrickdavey@me.com
8. Mike Farrar  
Owner  
Artisan Homes  
7421 Douglas Blvd.  
Douglasville, GA 30135  
(678) 478-9447  
kmchomes42@gmail.com



**Trade References:**

1. Keyra Carroll  
Personal Banker  
SunTrust Bank  
435 West Bankhead Hwy.  
Villa Rica, Ga 30180  
(770) 462-6025  
keyra.carroll@suntrust.com
2. John Morisseau  
Territory Manager  
Apex Supply PC549  
2250 Sweetwater Ind. Blvd.  
Lithia Springs, GA 30122  
(404) 354-2528  
john.morisseau@apexsupply.com
3. Taylor Leggett  
President/Owner  
Douglasville Winair Company  
8960 GA-5  
Bldg C  
(770) 846-6508  
ctleggett@winsupplyinc.com
4. Dustin Ketchum  
Account Manager  
Georgia Trane  
4000 Dekalb Technology Parkway  
Building 100  
Atlanta, Georgia, USA 30340  
(678) 216-2667  
dustin.Ketchem@TraneTechnologies.com



Agenda Item: \_\_\_\_\_

# CITY OF VILLA RICA

## City Council Meeting Agenda Item Cover Sheet

**SUBJECT:** City of Villa Rica Police Department

**AGENDA DATE:** May 14, 2020

**DATE PREPARED:** May 14, 2020

**PREPARED BY:** Nic Griffin

**AMOUNT:** \$19,337.00

**GL ACCOUNT #:** 321-3210-541300

**FUNDING SOURCE:** CSPLOST

**BUDGETED ITEM?** Yes

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**PURPOSE:** To replace 3 existing gas furnaces and AC units with new Carrier 4-ton/70,000BTU complete systems.

**BACKGROUND:** There are five units that supply the Police Department with air conditioning. Three of them are older than 15 years and are still running with R-22 type refrigerant. If these units fail, the cost of repair is substantially more expensive than a 410a system. R-22 is no longer being imported and the cost per pound is rising steadily. One of the furnace systems is not connected to gas and is inoperable because the vent piping is not adequate. This installation will include the correction of this vent pipe and will bring the system up to code. Staff has reached out to a total of five vendors with requests for quotes. Only two of those vendors were interested. All vendors were asked to bid on the exact same equipment. KBS Heating and Cooling came in as the low bidder. They are \$10,346.00 less expensive than Action Electrical. The city budgeted \$30,000. The City will be under budget by \$10,663.00.

| Company                                    | Quote       |
|--------------------------------------------|-------------|
| KBS Heating and Cooling, Inc               | \$19,337.00 |
| Action Electrical & Mechanical Contractors | \$29,683.00 |

**STAFF RECOMMENDATION:** We currently use Action Electrical and Mechanical contractors for most of our HVAC service needs. While we are extremely satisfied with the service they have always provided, staff is recommending that the city hires KBS Heating and Cooling for this install. KBS is a local company, with their office being located at 146 Edge Road, Villa Rica, Ga 30180. They have been in business for 20 years, starting in Douglasville and moving to Villa Rica in 2014. They have an annual gross income of 1.5 million. They currently provide service to places such as The City of Douglasville, Dawn Foods, Finishing Dynamics and more. They have



provided a list of references that are attached. It is my opinion that a relationship with this local company would provide the City of Villa Rica a great service for our HVAC needs.

**IMPACT:** This will provide the Police Department with Complete HVAC systems that are running 410a. This will bring the furnace vent piping up to code. Replacing the older units will be cost effective due to the more energy efficient systems and lower cost to repair.

**MOTION:** I move to allow city staff to hire KBS Heating and Cooling for the purchase and installation of three Carrier HVAC systems, in the amount of \$19,337.00.



# CITY OF VILLA RICA

## City Council Meeting Agenda Item Cover Sheet

**SUBJECT:** Scissor Lift  
**AGENDA DATE:** May 14, 2020

**DATE PREPARED:** May 14, 2020  
**PREPARED BY:** Nic Griffin

**AMOUNT:** \$14,805.00  
**GL ACCOUNT #:** 321-4900-542500  
**FUNDING SOURCE:** CSPLOST  
**BUDGETED ITEM?** Yes

---

**PURPOSE:** To provide the City of Villa Rica with a scissor lift that will be available to all departments.

**BACKGROUND:** Historically, city staff has always rented scissor lifts whenever a job required. Within one year, the city has spent \$4,531 on scissor lift rentals for multiple departments. There is a frequent demand for this type of lift at many facilities. Staff has obtained quotes from three different companies. These quotes are all for scissor lift with very similar specifications. Herc Rentals had the least expensive lift. It has a 26' raised platform height and 32" width. This is the most functional lift for our demands. It will fit through most of our doors at different facilities and reach almost all of the ceiling heights. We have budgeted \$40,000 for a scissor lift and trailer. We would like to purchase the trailer separate.

| Company                | Quote       |
|------------------------|-------------|
| Herc Rentals           | \$14,805.00 |
| Grainger               | \$23,904.55 |
| Industrialproducts.com | \$23,923.56 |

**STAFF RECOMMENDATION:** Staff recommends purchasing a JLG R2632 Scissor lift from Herc Rentals.

**IMPACT:** Considering the scissor lift rental trends of city staff, purchasing this lift will be a cost effective solution. This lift will also allow the staff to perform repairs, maintenance, and services to many city facilities.

**MOTION:** I move to authorize city staff to purchase a 26ft scissor lift from Herc Rentals in the amount of \$14,805.

# SALES QUOTE

Herc Rentals Inc.



Office: 678-838-0481

Branch #: 9344

Fax:

Cell: 770-549-2950

Email: [mark.gilland@hercrentals.com](mailto:mark.gilland@hercrentals.com)

Sales Rep: Mark Gilland

Date: 2/10/2020

## Customer Information

Name: **City of Villa Rica**  
Contact:  
Address:  
City, State:  
Zip:  
Phone:  
Fax:

## Job Site Information

Name:  
Contact:  
Address:  
City, State:  
Zip:  
Phone:  
Fax:

| Qty | Description      | Part Number | Unit Price             | Unit of Measure | Extended Price     |
|-----|------------------|-------------|------------------------|-----------------|--------------------|
| 1   | 26' Scissor Lift | JLG R2632   | 14,805.00              |                 | 14,805.00          |
|     |                  |             | Sub Total              |                 | 14,805.00          |
|     |                  |             | Transportation Charges |                 |                    |
|     |                  |             | Estimated Taxes        |                 | 0.00               |
|     |                  |             | <b>Estimated Total</b> |                 | <b>\$14,805.00</b> |

Sales Quote is valid through: 30 DAYS

Comments :

*This price quote is for information purposes only and does not constitute an offer to rent or sell goods or equipment. All rentals or sales shall be subject to the terms and conditions of Herc Rentals Contract or Sales Invoice.*

THANK YOU FOR CHOOSING HERC RENTALS

Product Categories / Material Handling / Ladders, Platforms and Scaffolding / Personnel Lifts, Scaffolding and Accessories / Personnel Lifts / Electric Scissor Lift, Yes Drive, DC Power Sour...

[Print](#)[Email](#)

GENIE

# Electric Scissor Lift, Yes Drive, DC Power Source, 26 ft. Max. Work Height, 800 lb. Load Capacity

Item # 38R230 Mfr. Model # GS-2032 Catalog Page # 1032 UNSPSC # 24101617

**Your Price** ⓘ**\$23,904.55 / each**

This item requires special shipping, additional charges may apply.

☒ One Time Delivery☐ Auto Reorder

1

[Add to Cart](#)[+ Add to List](#)☒ Shipping☐ Pickup

⚠ Ships from supplier. Expected arrive on or before **Fri. Jun 26.**

Ship To **30180** ([Change](#))

☐ Add Extended Protection Plan for \$5,625.00 each. [Plan Details & Exclusions](#)



How can we [improve our Product Images?](#)

☐ Compare

Jump to: [Replacement Parts](#)

Shipping Weight 3574.0 lbs.

Country of Origin USA | *Country of Origin is subject to change.*

*Note: Product availability is real-time updated and adjusted continuously. The product will be reserved for you when you complete your order. [More](#)*

## Product Details

[View More](#) ▾

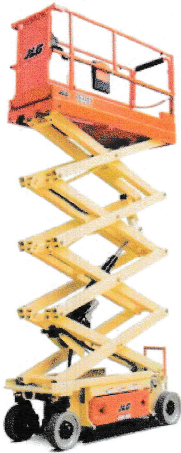
### Technical Specs

[Chat with an Agent](#)

|                    |                       |                      |         |
|--------------------|-----------------------|----------------------|---------|
| Item               | Electric Scissor Lift | Platform Width       | 32"     |
| Drive              | Yes                   | Max. Platform Height | 20 ft.  |
| Power Source       | DC                    | Handrail Height      | 43"     |
| Load Capacity      | 800 lb.               | Stowed Height        | 80"     |
| Closed Height      | 6 ft. 8"              | Casters              | No      |
| Max. Work Height   | 26 ft.                | Drive Wheel          | Yes     |
| Platform Extension | 36"                   | Max. Drive Height    | 20 ft.  |
| Overall Length     | 96" 8'                | Max. Speed Elevated  | 1/2 mph |
| Overall Width      | 32"                   | Max. Speed Lowered   | 2.2 mph |

Shop categories

[Home](#) [Ladders / Lifts / Scaffolding](#) [Personnel Lifts](#) [Scissor Lifts](#) [JLG 2632ES 25' 6"H Quick Charge Electric Scissor Lift](#)



JLG 2632ES 25' 6"H QUICK CHARGE  
ELECTRIC SCISSOR LIFT

Product Code: 2632ES-JLG

[Be the first to review this product](#)

Estimated to Ship: 06/11/20 - 06/18/20

[Calculate Shipping Rate](#)

Qty: 1

~~\$30,260.00~~  
**\$23,923.56**

[Compare](#) [Add to List](#) [Add to Cart](#)

DESCRIPTION

Experience the benefits of reduced charging time and longer runtime with the ES Series JLG personnel lift. Available in five models with up to 1,000 lb capacity and full proportional controls that come standard for ease of operation. Enhance your productivity with less recharging and more uptime with JLG® electric scissor lifts. These machines are designed so you have fewer scheduled services, a quieter work area, less dependency on hydraulic oils and zero emissions. Also, the innovative operator controls and compact dimensions make this series extremely mobile.

SPECIFICATIONS

DOCUMENTS

TIERED PRICING

FAQ

Features:

- Quieter, cleaner operation for a variety of environments
- Electric drive and integrated components with only two hydraulic hoses and four hydraulic fittings on the entire machine will keep you on the job longer and reduce your operating costs by reducing chances for leaks and service calls
- Narrow width fits through most standard doorways and tight aisles
- Delivers 200% more battery life\* (\*Compared to a competitive model under similar test conditions. Actual results may vary.)

Specs:

- Batteries: 4 x 6V, 220 amp-hour
- Charger: 20 amp automatic
- Brakes: Electric, Friction
- Capacity - Hydraulic Reservoir: 1 gal. / 4.73 L
- Hydraulic Pump: Fixed Displacement Gear
- Machine Weight: 4635 lb / 2102.40 kg
- Drive Speed - Platform Elevated: 0.50 mph / 0.80 km/h
- Drive Speed - Platform Lowered: 2.75 mph / 4.43 km/h
- Drive System: 24V Electric
- Gradeability: 0.25
- Lift Time: 33 sec.
- Lower Time: 37 sec.
- Maximum Drive Height: 25 ft 6 in. / 7.77 m
- Platform Capacity - Extension: 250 lb / 113.40 kg
- Platform Capacity - Restricted: 800 lb / 362.87 kg
- Platform Capacity - Unrestricted: 500 lb / 226.80 kg
- Turning Radius - Inside: 0 in. / 0 mm
- Turning Radius - Outside: 6 ft 9 in. / 2.06 m
- Ground Clearance: 4 in. / 0.09 m
- Machine Height: 7 ft 8 in. / 2.33 m
- Machine Height - Rails Folded: 6 ft 5 in. / 1.94 m
- Machine Length: 7 ft 7 in. / 2.3 m
- Machine Width: 2 ft 8 in. / 0.81 m
- Platform Dimension A: 2 ft 6 in. / 0.76 m
- Platform Dimension B: 7 ft 7 in. / 2.3 m
- Platform Extension Length: 3 ft / 0.9 m
- Platform Height: 25 ft 6 in. / 7.77 m
- Platform Height - Lowered: 4 ft 1 in. / 1.23 m



# R SERIES

R1932i/R1932/R2632/R3246/R4045 ELECTRIC SCISSOR LIFTS



## Performance

### Platform Height-Elevated (Indoor / Outdoor)

|        |                     |               |
|--------|---------------------|---------------|
| R1932i | 19 ft / NA          | 5.8 m / NA    |
| R1932  | 19 ft / 19 ft       | 5.8 m / 5.8 m |
| R2632  | 25 ft 6 in. / 19 ft | 7.8 m / 5.8 m |
| R3246  | 32 ft / 32 ft       | 9.8 m / 9.8 m |
| R4045  | 39 ft 3 in. / 29 ft | 12 m / 8.8 m  |

### Platform Capacity (Indoor / Outdoor)

|        |                 |                 |
|--------|-----------------|-----------------|
| R1932i | 507 lb / NA     | 230 kg / NA     |
| R1932  | 507 lb / 507 lb | 230 kg / 230 kg |
| R2632  | 507 lb / 275 lb | 230 kg / 125 kg |
| R3246  | 705 lb / 507 lb | 320 kg / 230 kg |
| R4045  | 770 lb / 550 lb | 350 kg / 250 kg |

### Capacity on Platform Extension

|                                |        |        |
|--------------------------------|--------|--------|
| R1932i / R1932 / R2632 / R3246 | 265 lb | 120 kg |
| R4045                          | 250 lb | 113 kg |

### Number of Occupants (Indoor / Outdoor)

|                       |       |
|-----------------------|-------|
| R1932i                | 1 / 0 |
| R1932 / R2632 / R3246 | 2 / 1 |
| R4045                 | 3 / 1 |

### Lift/Lower Time

|                |               |
|----------------|---------------|
| R1932i / R1932 | 22/24 seconds |
| R2632          | 32/24 seconds |
| R3246          | 46/33 seconds |
| R4045          | 70/35 seconds |

### Maximum Drive Height (Indoor)

### Maximum Drive Height (Outdoor)

|        |                |       |
|--------|----------------|-------|
| R1932i | N/A            |       |
| R1932  | Fully Elevated |       |
| R2632  | 19 ft          | 5.8 m |
| R3246  | Fully Elevated |       |
| R4045  | 29 ft          | 8.8 m |

### Weight\*

|        |          |          |
|--------|----------|----------|
| R1932i | 2,675 lb | 1,213 kg |
| R1932  | 3,353 lb | 1,521 kg |
| R2632  | 4,310 lb | 1,955 kg |
| R3246  | 5,410 lb | 2,454 kg |
| R4045  | 7,000 lb | 3,175 kg |

### Ground Bearing Pressure

|        |         |                        |
|--------|---------|------------------------|
| R1932i | 103 psi | 7.2 kg/cm <sup>2</sup> |
| R1932  | 114 psi | 8.0 kg/cm <sup>2</sup> |
| R2632  | 92 psi  | 6.2 kg/cm <sup>2</sup> |
| R3246  | 131 psi | 9.2 kg/cm <sup>2</sup> |
| R4045  | 135 psi | 9.5 kg/cm <sup>2</sup> |

### Drive Speed-Elevated

### Drive Speed-Lowered

|              |         |          |
|--------------|---------|----------|
| R1932i/R1932 | 2.1 mph | 3.4 km/h |
| R2632        | 2.2 mph | 3.5 km/h |
| R3246        | 2.5 mph | 4.0 km/h |
| R4045        | 2.1 mph | 3.4 km/h |

### Gradeability

25%

### Tilt Rating - Side To Side (Indoor / Outdoor)

|        |                             |
|--------|-----------------------------|
| R1932i | 2.75 degrees / NA           |
| R1932  | 1.75 degrees / 1.50 degrees |
| R2632  | 1.50 degrees / 1.50 degrees |
| R3246  | 2.50 degrees / 1.50 degrees |
| R4045  | 1.50 degrees / 1.50 degrees |

### Tilt Rating - Fore and Aft

|                       |              |
|-----------------------|--------------|
| R1932i                | 2.75 degrees |
| R1932                 | 3.75 degrees |
| R2632 / R3246 / R4045 | 3.50 degrees |

### Turning Radius (Inside)

0

### Turning Radius (Outside)

|              |         |       |
|--------------|---------|-------|
| R1932i/R1932 | 66 in.  | 1.7 m |
| R2632        | 88 in.  | 2.2 m |
| R3246        | 93 in.  | 2.4 m |
| R4045        | 100 in. | 2.5 m |

\* Certain options or country standards will increase weight.



## Standard Specifications

### Power Source

|                          |                       |
|--------------------------|-----------------------|
| Batteries                |                       |
| R1932i/R1932/R2632/R3246 | 4 x 6V 220 amp-hr     |
| R4045                    | 4 x 12V 150 amp-hr    |
| Charger                  | 27 amp                |
| Drive                    |                       |
| R1932i/R1932             | 25V DC                |
| R2632/R3246/R4045        | Hydraulic Front-Wheel |

### Hydraulic Reservoir

|                         |                         |      |
|-------------------------|-------------------------|------|
| Capacity (at Full mark) |                         |      |
| R1932i/R1932            | 4.5 gal.                | 17 L |
| R2632                   | 4.8 gal.                | 18 L |
| R3246                   | 4 gal.                  | 15 L |
| R4045                   | 79 gal.                 | 30 L |
| Pump                    | Fixed Displacement Gear |      |

### Tires

|                              |                |              |
|------------------------------|----------------|--------------|
| Tire Size/Type (Non-Marking) |                |              |
| R1932i/R1932                 | 12.7 x 1.4 in. | 323 x 35 mm  |
| R2632/R3246/R4045            | 16 x 5 in.     | 406 x 127 mm |

### Brakes

- Multi-Disc Friction

## Standard Features

- Proportional Controls
- Battery Condition Indicator
- AC Receptacle in Platform
- All Motion Alarm
- 27 amp Multi-Function Universal Charger
- Horn
- Hourmeter
- Tilt Alarm and Light
- Lanyard Attach Points
- Movable, Removable Platform Control
- Nickel Plated Pins
- Lubrication Free Scissor Arm Bushings
- Scissor Maintenance Prop
- Active Pothole Protection System
- Lifting and Tie Down Points
- Fork Lift Pockets
- Foot-Actuated Deck Extension
- Variable Tilt Visual Zone Indicator
- Manual Descent Cable
- Diamond Tread Steel Deck
- Greaseless Kingpin Joints
- Analyzer Port for Diagnostics
- Dynamic Braking
- Removable Ladder
- Steel Swing-Out Doors
- Load Sensing System
- Self Closing Gate
- Batteries (6V, 220AH)<sup>1</sup>
- Batteries (12V, 150AH)<sup>2</sup>

## Accessories & Options

- Coiled Platform Control Box Cable
- Anti-Vandalism PKG
- Eagle Performance Charger
- 900W Inverter
- Ambient Noise Alarm
- Batteries (6V, 250AH)<sup>1</sup>
- Batteries (12V, 185AH)<sup>2</sup>
- Can-Enabled Delta Q Charger
- JLG® Mobile Control

1. R1932(i)/R2632/R3246 2. R4045



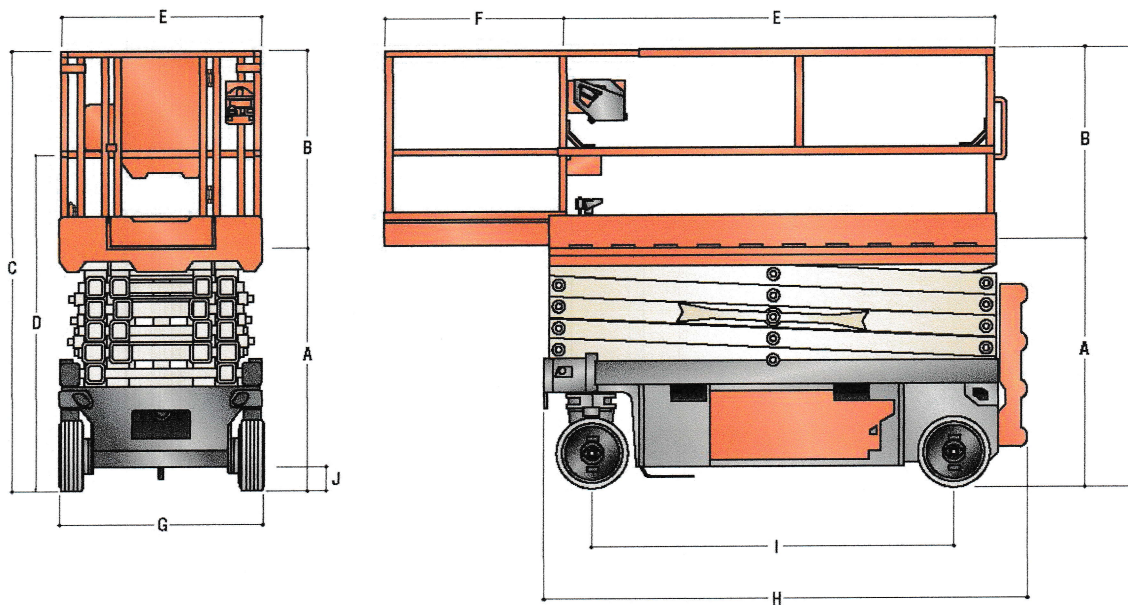
# R SERIES

R1932i/R1932/R2632/R3246/R4045 ELECTRIC SCISSOR LIFTS



## Dimensions

All dimensions are approximate.



### A. Platform Height - Lowered

|                |          |       |
|----------------|----------|-------|
| R1932i / R1932 | 38.6 in. | 1.0 m |
| R2632          | 43.6 in. | 1.1 m |
| R3246          | 50.9 in. | 1.3 m |
| R4045          | 55.0 in. | 1.4 m |

### B. Platform Railing Height

|                                |          |       |
|--------------------------------|----------|-------|
| R1932i / R1932 / R2632 / R3246 | 43.7 in. | 1.1 m |
| R4045                          | 44.0 in. | 1.1 m |

### C. Overall Height

|                |           |       |
|----------------|-----------|-------|
| R1932i / R1932 | 82.8 in.  | 2.1 m |
| R2632          | 88.2 in.  | 2.2 m |
| R3246          | 96.3 in.  | 2.5 m |
| R4045          | 100.0 in. | 2.5 m |

### D. Overall Height (Rails Lowered)

|                |          |        |
|----------------|----------|--------|
| R1932i / R1932 | 64.3 in. | 1.63 m |
| R2632          | 70.3 in. | 1.8 m  |
| R3246          | 77.6 in. | 2.0 m  |
| R4045          | 75.0 in. | 1.9 m  |

### E. Platform Size

|                |                     |                |
|----------------|---------------------|----------------|
| R1932i / R1932 | 62.7 in x 25.4 in.  | 1.59 m x .64 m |
| R2632          | 25.4 in. x 84.0 in. | 0.7 m x 2.1 m  |
| R3246          | 41.6 in. x 84.0 in. | 1.1 m x 2.1 m  |
| R4045          | 41.0 in. x 96.0 in. | 1.1 m x 2.4 m  |

### F. Platform Extension

|                |          |         |
|----------------|----------|---------|
| R1932i / R1932 | 36.0 in. | 91.0 cm |
| R2632          | 34.0 in. | 86.5 cm |
| R3246 / R4045  | 36.0 in. | 91.0 cm |

### G. Overall Width

|                |          |          |
|----------------|----------|----------|
| R1932i / R1932 | 32.0 in. | 81.0 cm  |
| R2632          | 32.0 in. | 81.0 cm  |
| R3246          | 46.0 in. | 1170 cm  |
| R4045          | 45.0 in. | 114.3 cm |

### H. Overall Length

|                |           |       |
|----------------|-----------|-------|
| R1932i / R1932 | 68.7 in.  | 1.7 m |
| R2632 / R3246  | 94.3 in.  | 2.4 m |
| R4045          | 106.0 in. | 2.7 m |

### I. Wheelbase

|                |          |       |
|----------------|----------|-------|
| R1932i / R1932 | 53.0 in. | 1.3 m |
| R2632 / R3246  | 74.0 in. | 1.9 m |
| R4045          | 80.0 in. | 2.0 m |

### J. Ground Clearance (Pothole Protection Not Deployed)

|                |         |         |
|----------------|---------|---------|
| R1932i / R1932 | 2.8 in. | 70 cm   |
| R2632 / R3246  | 3.9 in. | 9.8 cm  |
| R4045          | 5.0 in. | 12.7 cm |

## The JLG "1 & 5" Warranty

We provide coverage for one (1) full year, and cover all specified major structural components for five (5) years. Due to continuous product improvements, we reserve the right to make specification and/or equipment changes without prior notification. This machine meets or exceeds applicable ANSI and CSA requirements based on machine configuration as originally manufactured for intended applications. Please reference the serial number plate on the machine for additional information.

Part No.: 3131505  
R1219\_A92.20  
Printed in USA



### JLG Industries, Inc.

1 JLG Drive  
McConnellsburg, PA 17233-9533  
Telephone 717-485-5161  
Toll-free in US 877-JLG-LIFT  
Fax 717-485-6417  
[www.jlg.com](http://www.jlg.com)

An Oshkosh Corporation Company



Agenda Item:\_\_\_\_\_

# CITY OF VILLA RICA

## City Council Meeting Agenda Item Cover Sheet

**SUBJECT:** Emergency replacement for the #3 High Service pump drive

**AGENDA DATE:** May 26,2020

**DATE PREPARED:** May 14, 2020

**PREPARED BY:** Pete Zorbanos

**AMOUNT:** \$11,770.65

**GL ACCOUNT #:** 505-4420-522220

**FUNDING SOURCE:** Water/Sewer Fund

**BUDGETED ITEM?** Yes

---

**PURPOSE:** To replace the failed drive to the #3 high service pump.

**BACKGROUND:** The drive unit to the #3 high service pump failed while in service.

**STAFF RECOMMENDATION** Staff recommends approval for the replacement and installation of the #3 high service pump drive to PRB Electronics, Inc.in an amount not to exceed \$11,770.65.

**IMPACT.** The # 3 high service pump is the largest pump in the water plant, and is critical in operations to supply water demand.

**MOTION:** I make a motion to approve the replacement and installation of the # 3 high service pump drive to PRB Electronics, Inc. in an amount not to exceed \$11,770.65.



Agenda Item: \_\_\_\_\_

# CITY OF VILLA RICA

## City Council Meeting Agenda Item Cover Sheet

**SUBJECT:** Request for engineering services by Keck & Wood Engineering for upgrades to the Conners Road Booster Pump Station.

**AGENDA DATE:** May 26, 2020

**DATE PREPARED:** May 14, 2020

**PREPARED BY:** Pete Zorbanos

**AMOUNT:** \$16,600.00

**GL ACCOUNT #:** 505-4115-541400

**FUNDING SOURCE:** Water/Sewer Fund

**BUDGETED ITEM?** Yes

---

**PURPOSE:** To provide the engineering design, and preparation of construction drawings including specifications for the booster pump station upgrades.

**BACKGROUND:** The Conners Road booster pump station has remained idle for many years. When the booster pump station was originally designed, the water system demand had increased due to rapid growth in the area. The existing pumps were designed to boost water into the system during high demand times only. The pumps were not intended to have the capacity to fill Mirror Lake tank. Today, it is necessary for the booster pump station to have the ability not only to boost water into the system as demand dictates, but also have the capability to fill Mirror Lake tank.

**STAFF RECOMMENDATION** Staff recommends approval to engage Keck & Wood Engineering for engineering services for upgrades to the Conners Road booster pump station in the lump sum amount of \$16,600.00.

**IMPACT.** The upgrades to the booster pump station will enable water to be pumped into the Mirror Lake tank filling it during off peak times while meeting system demand.

**MOTION:** I make a motion to engage Keck & Wood Engineering for engineering services for upgrades to the Conners Road booster pump station in the lump sum amount of \$16,600.00.



Agenda Item: \_\_\_\_\_

# CITY OF VILLA RICA

## City Council Meeting Agenda Item Cover Sheet

**SUBJECT:** Items for Auction from Police Evidence Room

**AGENDA DATE:** May 26, 2020  
**PREPARED BY:** Captain Shaddix

**DATE PREPARED:** 05-21-20

**AMOUNT:** N/A  
**FUNDING SOURCE:**

**GL ACCOUNT #:**  
**BUDGETED ITEM?**

---

**PURPOSE:** Approval to sell unclaimed items from the evidence room.

**BACKGROUND:** A list of items is attached which have been removed from the evidence room per a court order and declared as abandoned property. The items are no longer needed as evidence and the owners could not be located or have declined to retrieve the property.

**STAFF RECOMMENDATION:** Sell the items using GovDeals, an on-line auction service.

**IMPACT:** Approval will allow us to regain space in the evidence room.

**MOTION:** I make a motion to authorize the Police Chief to sell the items on the attached list using GovDeals.com.



## ITEMS FOR AUCTION FROM EVIDENCE DISPOSAL

### TOOLS/ETC:

- 1 – 7 ½" Circular Saw
- 1 – Small Portable Air Compressor
- 1 – Extension Cord with Shop Light
- 1 – DeWalt Electric Impact Gun
- 1 – Impact Gun, Air Powered
- 1 – Craftsman ¼" Impact with w/ 19.2v Lithium-Ion Battery (**NO CHARGER**)
- 1 – Skil Jigsaw
- 1 – Hammer
- 1 – Drive Wrench
- 2 – Phillips Screwdriver
- 1 – Flathead Screwdriver
- 1 – Nut-Driving Screwdriver
- 1 – 36" Bolt Cutters
- 1 – Spool of Insulated Copper Wire
- 1 – Troy-Bilt Gas Weed Trimmer
- 1 – Homelite Electric Hedge Trimmer
- 1 – pair small diagonal cutter pliers
- 1 – pair small vice grip pliers
- 1 – pair Red Handle 32" Professional Limb Loppers
- 1 – Canvas Tool Bag
- 3 – Lag Bolts
- 7 – Assorted Size Sockets
- 1 – Set Assorted Drill Bits
- 1 – Craftsman Socket Wrench Driver
- 2 – Pair Pliers
- 1 – Hyper Tough® 3-piece Metal Cutting Wheels

### KNIVES/ETC:

- 1 - Stainless steel hunting knife with nylon case and leather strap
- 1 - Buck® Pocket Knife
- 1 - Gerber® Pocket Knife
- 1 – Corkscrew/Pocket Knife Combination
- 1 – Sheffield® Pocket Knife
- 2 – Stainless Steel Pocket Knives
- 3 - Kershaw® Pocket Knives
- 2 – Ozark Trail Camping Knife
- 1 - Stanley® Folding Razor Knife
- 1 – Yellow Pocket Knife
- 1 – Gold Pocket Knife
- 1 – Gray Pocket Knife
- 1 – Red/Black Pocket Knife
- 1- Pocket Knife w/wood inset
- 1 – Machete

### SPORTING GOODS:

- 1 - Abu Garcia fishing reel
- 1 - Set of Franklin Horseshoes with Carrying Case
- 1 – Nike Red Duffle Bag w/Atlanta Falcons Imprint
- 1 – Pocket LED Flashlight

## **ITEMS FOR AUCTION FROM EVIDENCE DISPOSAL**

### **PURSES/WALLETS:**

- 1 - Burgundy Liz Claiborne clutch purse
- 1 – Michael Kors Clutch Wallet

### **JEWELRY:**

- 2 - Gold colored hinged bracelets
- 1 - Copper colored hinged bracelet
- 1 – Primavera 24K over Sterling 24” chain
- 1 – Pair Sterling Silver Hoop Earrings
- 1 – Primavera 24K over Sterling 24” Braided Chain
- 1 – ADIO Analog Wristwatch
- 1 – Sterling Silver 30” Rope Chain with Heart Pendant
- 6 - Gold colored costume rings
- 5 - Silver colored costume rings
- 3 - Pair large hoop earrings with decorative bangles
- 1 - Package red/silver colored bangle bracelets

### **SHOES:**

- 1 – Pair Men Nike Air Jordan Shoes 11M, gray/white
- 1 – Pair Unisex Converse Brocade Shoes 12 men/14 women, plum
- 1 – Pair Men’s Adidas Superstar Shoes 12M, black/white
- 1 - Pair Men’s Air Max Nike Shoes size 10M, white
- 1 – Pair Unisex Converse Chuck Taylor Allstars 10 men/12 women, black
- 1 – Pair Men’s Lo-Fi Shoes 11M, black
- 1 – Pair Men’s AirForce 1 Hi-Tops 9.5M, white
- 1 – Pair of Men’s FUBU Suede Shoes 9M, black

### **CLOTHING:**

- 1 – Pair Men’s Fallen Distressed Jeans, 34x32
- 1 - Pair Men’s Wrangler jeans size 30x30
- 1 – Pair Men’s Levi’s Blue Jeans size 32x32
- 1 – Men’s Brown Leather Jacket size XL
- 1 – Men’s Zip-Up Red Hoodie w/Georgia applique size XL
- 1 - Pair women’s socks
- 1 – 6 pack Hanes Men’s White Crew Socks size 6-12
- 1 – 6 pack Finish Line Men’s White Socks
- 1 – Men’s US Polo Black Coat w/Black Faux Fur collar size Large
- 1 – Skull Belt Buckle
- 1 – Men’s Pierre Cardin Reversible Black Belt size 32
- 1 – Red/Black Reebok Beanie w/Atlanta Falcons embroidery
- 1 – White Beanie with NY embroidery
- 1 – Black Air Jordan Flight T-shirt size Large
- 1 – Gray Air Jordan Flight T-shirt size Large
- 1 - Gray Atlanta Braves Beanie
- 1 – Black Steelers Beanie

### **HOME GOODS:**

- 2 – True Living Curtains 40x84, white
- 2 - Glade 4 oz scented candles

## ITEMS FOR AUCTION FROM EVIDENCE DISPOSAL

### **BICYCLES:**

- 1 - Blue Mt. Fury Roadmaster Bicycle
- 1 – Red Next Bicycle
- 1 – Black and Green Bicycle
- 1 – White Bianchi Bicycle

### **MISCELLANEOUS:**

- 1 – 2008 42 Inch LG Flat Screen TV w/ powercord (**NO REMOTE**)
- 1 – Epiphone Guitar in Case
- 1 - 3.4 oz bottle Abercrombie & Fitch Fierce cologne
- 1 – 4.0 oz bottle Obsession for Men
- 1 – 3.4 oz bottle Drakkar for Men
- 1 – Red Stethoscope
- 1 – Olympus Mini-Recorder
- 1 – Small Honeywell Lockbox, no key
- 1 – US Liberty Coin
- 1 – Mexico El Cazador Coin
- 1 – Pack of 20 Silverplate Medallions

### **DVDs:**

- Master and Commander
- Bruce Almighty
- Tomb Raider
- Dare Devil
- Godzilla
- The Day After Tomorrow
- Doom
- Alice in Wonderland

### **VIDEO GAMES:**

- Sims 3 – Xbox 360
- Madden 10 – PlayStation 2



Agenda Item: \_\_\_\_\_

# CITY OF VILLA RICA

## City Council Meeting Agenda Item Cover Sheet

**SUBJECT:** Cutoffs for Non-Payment  
**AGENDA DATE:** 05-26-2020

**DATE PREPARED:** 05-15-2020  
**PREPARED BY:** Sarah Andrews

**AMOUNT:** n/a  
**GL ACCOUNT #:** n/a  
**FUNDING SOURCE:** n/a  
**BUDGETED ITEM?** n/a

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**PURPOSE:** To discuss cutoffs for non-payment.

**BACKGROUND:** Cutoffs for non-payment have been suspended during the COVID-19 pandemic. The last time we cutoff was during the week of March 9, 2020.

As of May 15<sup>th</sup>, the following cutoffs would be necessary:

- 992 customers have a past due balance (total of \$114,013).
- 329 customers have not paid since April 1<sup>st</sup> (total of \$57,347).

**STAFF RECOMMENDATION:** To begin cutoff for non-payment on June 8, 2020. We will work with customers who need payment arrangements. We will require they pay at least the current month's bill plus 10% of the past due balance.



Agenda Item: \_\_\_\_\_

# CITY OF VILLA RICA

## City Council Meeting Agenda Item Cover Sheet

**SUBJECT:** Amendment to Professional Services Agreement with Brennan Jones

**AGENDA DATE:** May 26, 2020

**DATE PREPARED:** May 15, 2020

**PREPARED BY:** Tom Barber

**AMOUNT:** \$33,820

**GL ACCOUNT #:** 505-4115-541400

**FUNDING SOURCE:** Water & Sewer Fund

**BUDGETED ITEM?** Yes

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**PURPOSE:** To amend the agreement with Brennan Jones to coordinate survey control and topographic survey services on Van Wert Road.

**BACKGROUND:** The City engaged Brennan Jones in 2017 to provide engineering services. He has evaluated all of our lift stations, examined over 100 manhole structures, moved much of our GIS data to an on-line platform and assisted several developers with their sewer system design. The Avemore project on Highway 61 is going to require a new regional sewer lift station, the associated force main along S. Van Wert Road and many miles of gravity line along N. Van Wert Road to the West Plant. To design these new lines we need to survey the route at key intersection points like Hickory Level Road, I-20, Highway 78, and creek crossings.

**STAFF RECOMMENDATION:** Staff recommends we have Brennan utilize Falcon Design Consultants of Stockbridge to perform the survey by amending our agreement with work order 17003.09.

**IMPACT:** This survey will enable Brennan to design the route for the sewer line and to estimate the cost of construction.

**MOTION:** I move that we authorize the City Manager to amend the professional services agreement with Brennan Jones Engineering Associates for survey work along Van Wert Road for an amount not to exceed \$33,820.00.



**AGREEMENT FOR ENGINEERING SERVICES BETWEEN  
CITY OF VILLA RICA, GEORGIA AND  
BRENNAN JONES ENGINEERING ASSOCIATES, LLC  
FOR  
SURVEYCONTROL AND LIMITED TOPOGRAPHIC SURVEYING  
FOR VAN WERT ROAD SANITARY SEWER FACILITIES  
May 14, 2020**

**WORK ORDER NO. 17003.09**

This Work Order has been prepared in accordance with the Agreement for Engineering Services between Brennan Jones Engineering Associates, LLC and City of Villa Rica, Georgia, dated September 15, 2017.

**Introduction and Background**

Wastewater collection and conveyance system improvements are needed to provide sewer service for the Avemore mixed-use development, which is located west of SR 61 south of Hickory Level Road in the Bay Springs gravity sewer drainage basin. In addition, these sewer facilities will relieve wastewater flows from other areas that are currently conveyed across I-20 near Wal-Mart. BJEa in conjunction with the City of Villa Rica has developed a sewer master plan for the subject area in which wastewater flow from the Avemore development, Bay Springs Pump Station, Club Bay Pump Station, and Ithaca School Pump Station will be conveyed through a regional pump station at the Avemore development to the West Water Reclamation Facility (WRF). The first phase of the project will be to construct the regional pump station and pipelines from the regional pump station to the West WRF. This Work Order does not include conveyance facilities to redirect flows from Bay Springs Pump Station, Club Bay Pump Station, and Ithaca School Pump Station. A future Work Order will be developed for that portion of the project.

Activities and descriptions of services associated with each task are outlined below. At this point in time a budget for surveying has been established. Budgets for permitting, geotechnical investigation, subsurface utility locating, design and construction related services will be developed after surveying has been completed.

**Scope of Services**

BJEA will perform the following tasks for this project:

**Task 1 – Survey Control Points and Limited Topographic Surveying.** BJEa's subconsultant, Falcon Design Consultants, LLC, will conduct surveying activities under BJEa supervision. Horizontal and Vertical Control points will be established at 7 locations along the pipeline route and limited topographic surveying for design will be conducted at 7 locations. For design, BJEa will combine field surveyed topographic data with LIDAR topographic data from Carroll County GIS. The deliverable for this task will include topographic survey data and LIDAR contours in AutoCAD Civil 3D format. This data will be used to develop the documents for permitting and for design of facilities.

**Task 2 – Permitting (Environmental and Transportation).** BJEa will prepare environmental and transportation related permits required for pipeline and facility construction. Permits include but are not limited to the following: USACE Wetlands, Erosion & Sedimentation Control and Stream Crossing Buffer Encroachments, GDOT GUPS permits for Interstate 20 Crossing and for Hwy 78 Crossing, and Norfolk Southern Railroad Crossing, etc.

**Task 3 – Geotechnical Investigation.** BJEa's subconsultant Contour Engineering, LLC, will conduct a geotechnical investigation along the pipeline route and at pump station site. Investigations will also be conducted at the I-20 Crossing, Hwy 78 Crossing, and Norfolk Southern Railroad Crossing locations. The geotechnical investigation will identify locations where rock is present, and it will be used for foundation design for structures.

**Task 4 – Subsurface Utility Locating Services.** If determined necessary, BJEa will engage a subconsultant to perform subsurface utility locating services along the pipeline route where deemed necessary. Utility location services will include physically locating and exposing utility lines to determine the horizontal and vertical position of utility lines in proximity to the proposed new pipeline facilities. This work will include any

Work Order 17003.09  
Survey Control and Limited Topographic Surveying  
For Van Wert Road Sewer Facilities  
City of Villa Rica, Georgia  
May 14, 2020

necessary surveying to record utility information including but not limited to utility owner, type of utility line, size and material of utility lines, horizontal and vertical position of the utility lines. This information will be included in design documents and used in design to avoid potential conflicts with utility lines.

**Task 5 – Design and Preparation of Plans and Specifications.** BJEa will design and prepare construction plans and specifications for the regional pumping station and sewer facilities to serve the Avemore development site and Bay Springs drainage basin. The facilities will be sized to receive flow from Bay Springs pump station drainage basin in addition to the Avemore site. The facilities will transmit wastewater from the South Van Wert Road area near Bay Springs to the West Water Reclamation Facility. Construction plans and specifications will be submitted to GA EPD for review and approval. Advertisement and Bidding documents will be prepared and used for solicitation of bids from qualified contractors.

**Task 6 – Bidding and Construction Phase Services.** BJEa will perform the following services in conjunction with this task:

**Bidding Assistance**

- Preparation of construction contract documents for bidding
- Provide the advertisement to bid and assist with project advertisement through publication on GLGA Marketplace Website and local plan advertisement rooms.
- Reproduce and distribute bid documents to plan advertisement companies and bidders
- Conduct pre-bid conference, (if required)
- Interpretation of bid documents and issue addenda as required
- Attend the bid opening and open bids
- Evaluate bids and provide recommendations for award

**Construction Administration**

- Provide conformed contract execution documents
- Conduct a preconstruction conference
- Receive and review submittals
- Provide interpretations of plans and specifications
- Review pay requests and make payment recommendations
- Provide periodic on-site construction observation
- Conduct substantial completion inspection and construction deficiency list
- Conduct final completion inspection
- Provide a recommendation for final acceptance

**Schedule**

We anticipate that surveying activities will be completed within 1.5 months. Schedules for other tasks will be developed at a later date.

**Fee:**

The fee for engineering design and construction administration services outlined above will be performed on a Lump Sum (LS) or Hourly (H) basis including expenses as shown below. BJEa will submit invoices on a monthly basis for services completed during the previous month. The following is a breakdown of fee by tasks associated with the scope of services outlined above.

| <b>Task Description</b>                                                 | <b>Budget</b>      |
|-------------------------------------------------------------------------|--------------------|
| <b>Task 1 – Survey Control Points and Limited Topographic Surveying</b> | \$33,820.00 (LS)   |
| <b>Task 2 – Permitting (Environmental and Transportation)</b>           | T.B.D.             |
| <b>Task 3 – Geotechnical Investigation</b>                              | T.B.D.             |
| <b>Task 4 – Subsurface Utility Locating Services</b>                    | T.B.D.             |
| <b>Task 5 – Design and Preparation of Plans and Specifications</b>      | T.B.D.             |
| <b>Task 6 – Bidding and Construction Phase Services</b>                 | T.B.D.             |
| <b>Total</b>                                                            | <b>\$33,820.00</b> |

Work Order 17003.09  
Survey Control and Limited Topographic Surveying  
For Van Wert Road Sewer Facilities  
City of Villa Rica, Georgia  
May 14, 2020

TBD = To Be Determined

Reimbursable Expenses (mileage, copies, permit fees, etc.) are included in the budget above. Any services, which are not included in the scope of services will be performed on a time and expense basis in accordance with the attached Unit Rate Schedule after written authorization has been received from the Client. For any authorized additional services, BJEa will submit a detailed invoice for services on a monthly basis for all project related activities and services completed during the prior month.

OWNER and CONSULTANT have caused this Agreement to be amended by representatives duly authorized to act, all as of the effective date of May 13, 2020.

CONSULTANT

**BRENNANJONES ENGINEERING  
ASSOCIATES, LLC**



\_\_\_\_\_  
Brennan D. Jones, P.E.  
Principal

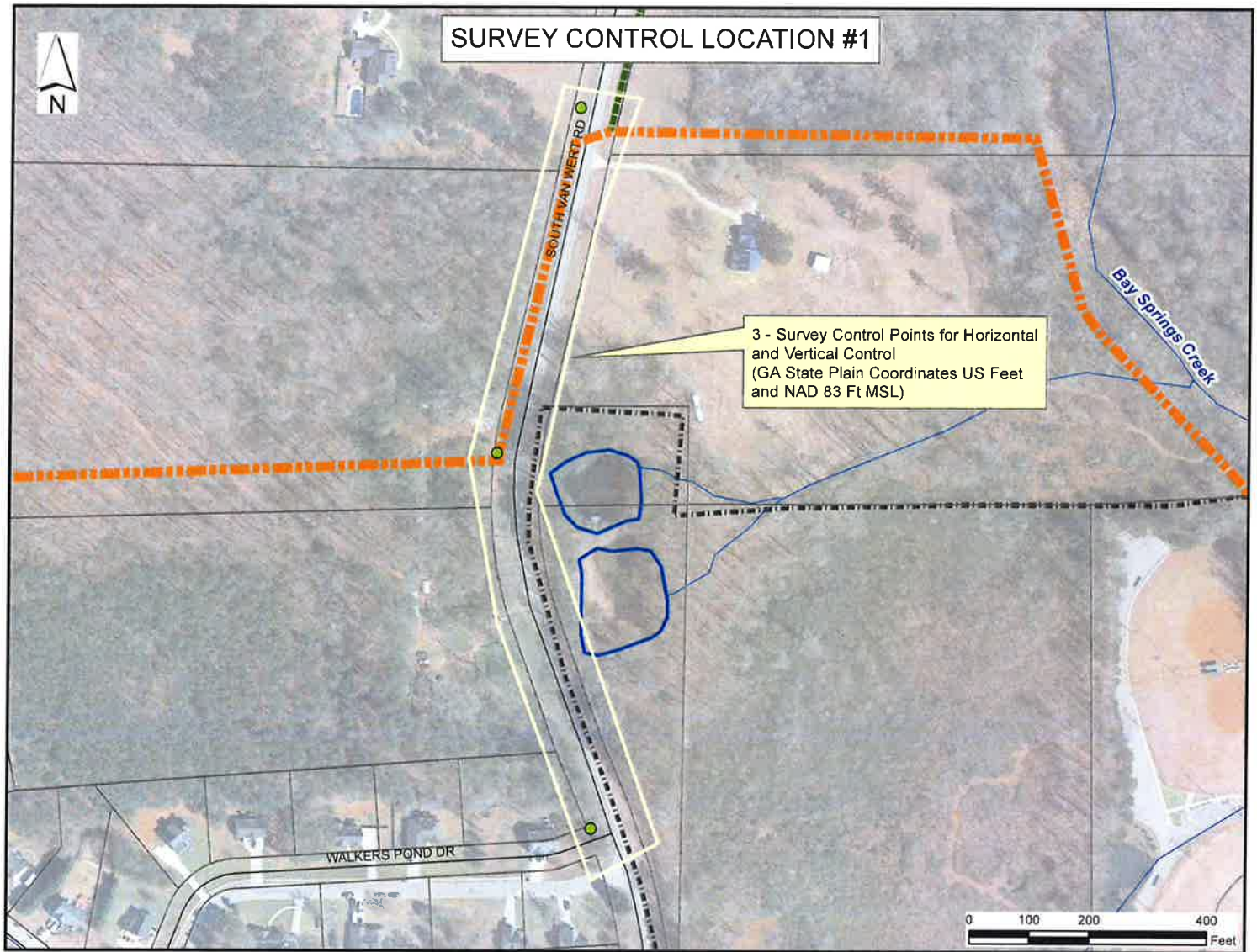
Date    May 14, 2020

OWNER

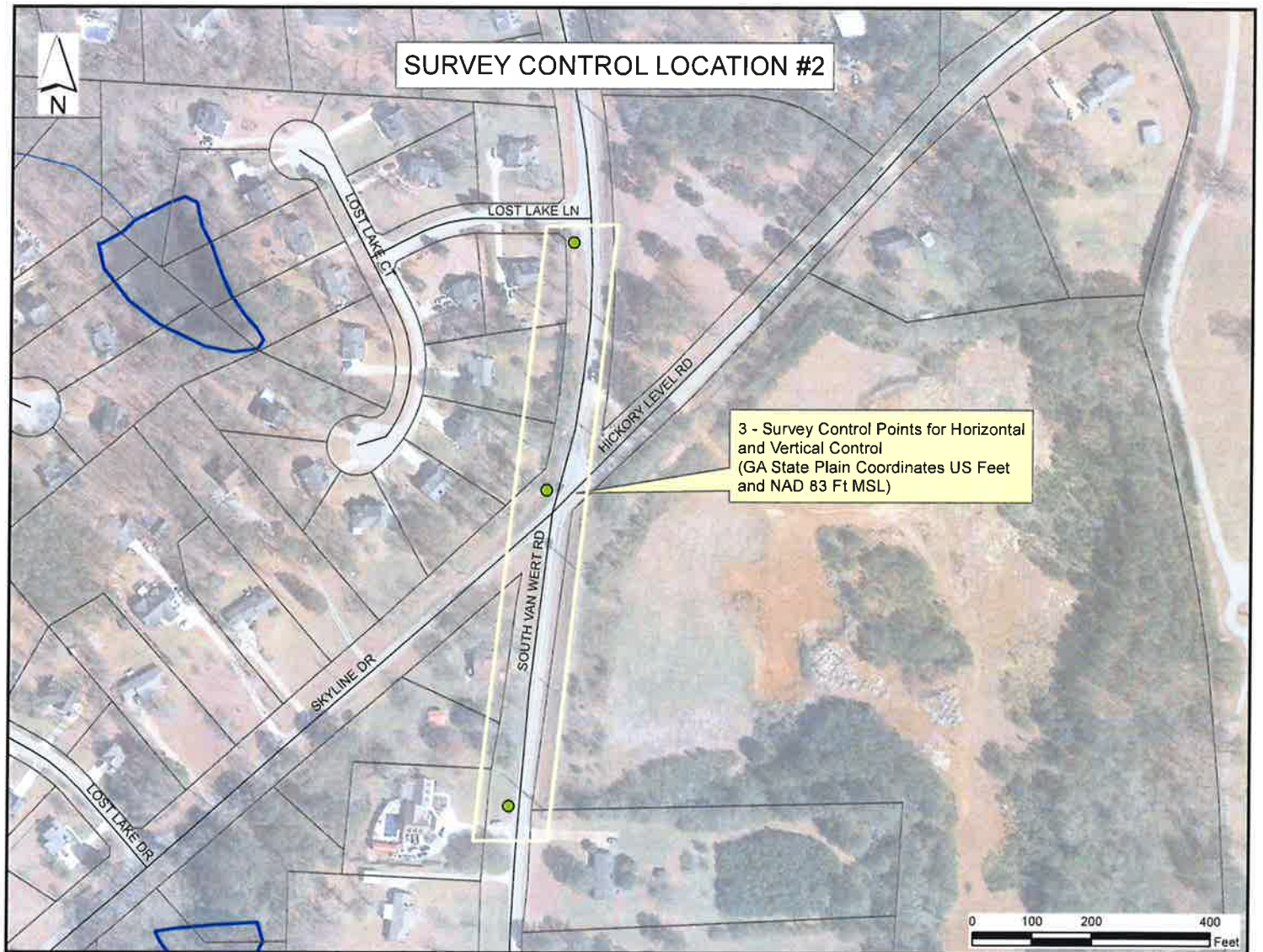
**CITY OF VILLA RICA, GEORGIA**

\_\_\_\_\_  
Tom Barber  
City Manager

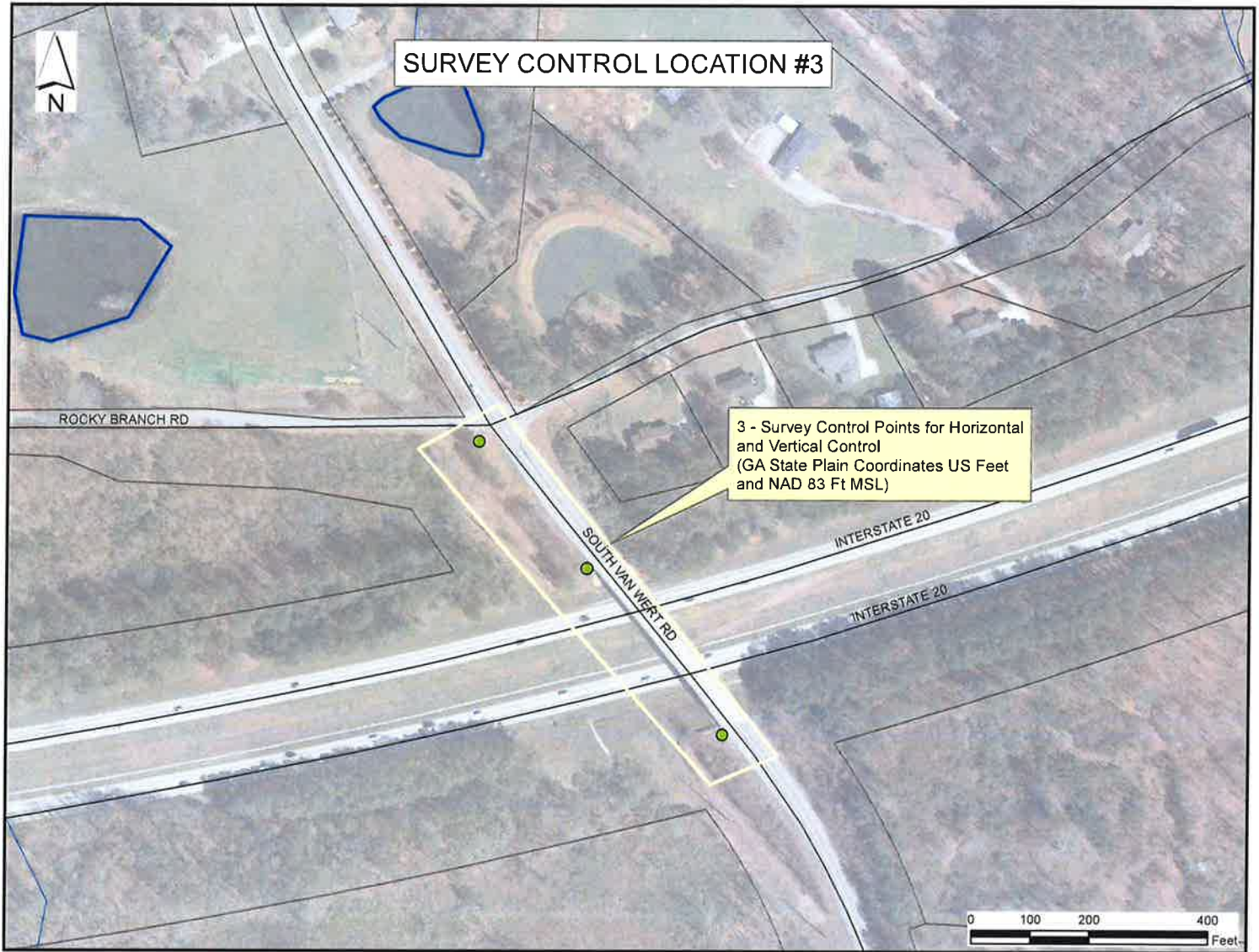
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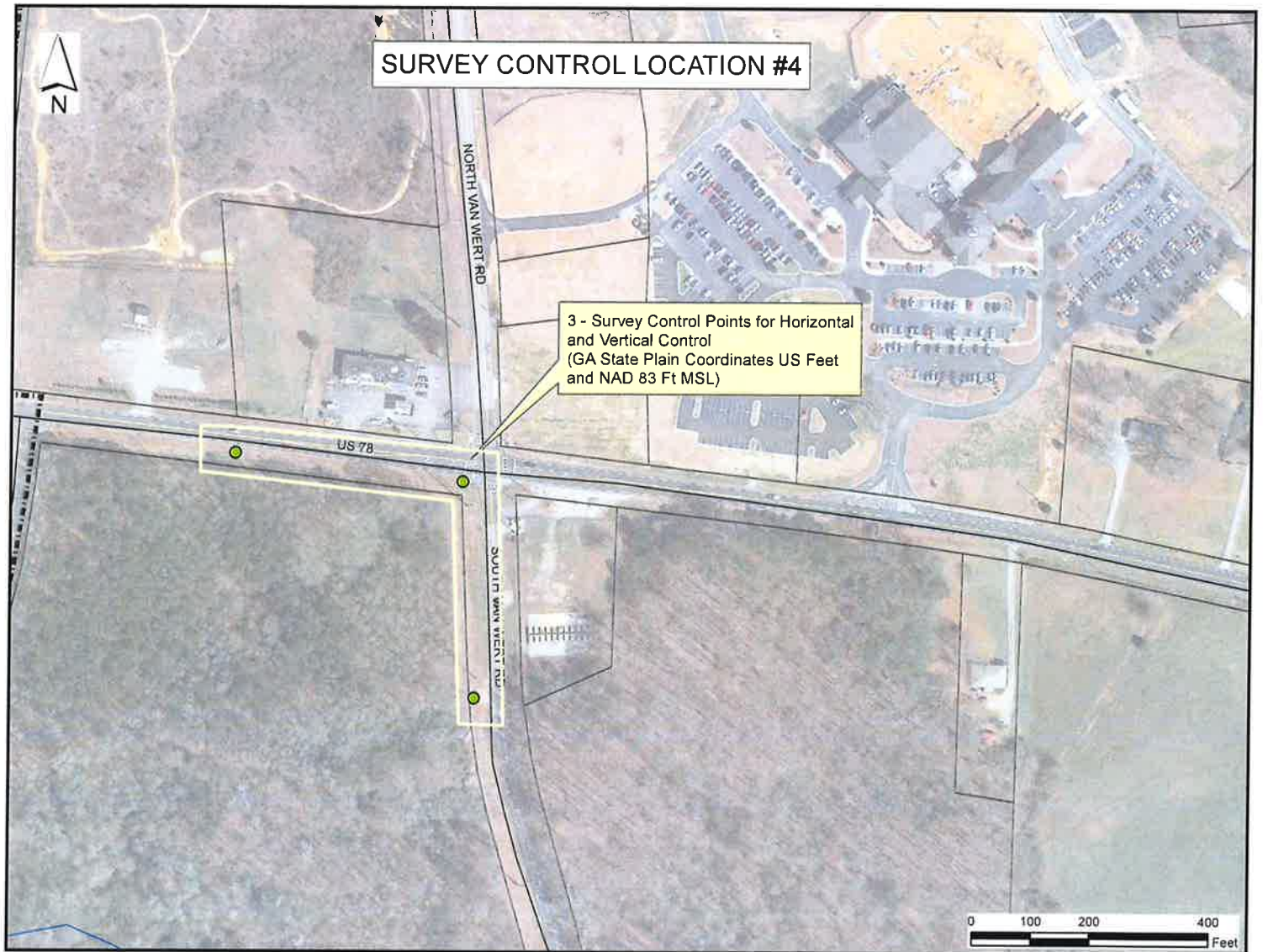




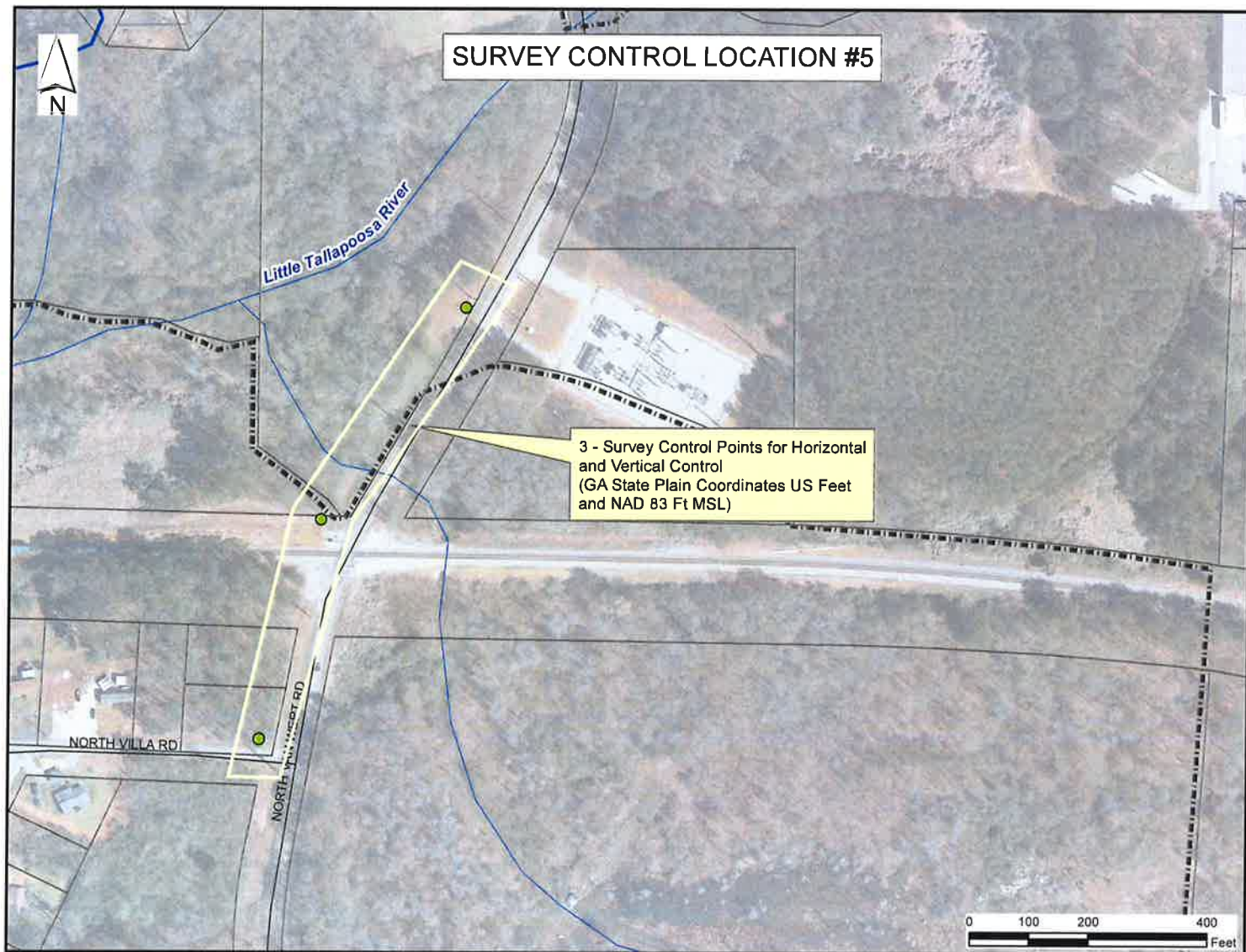


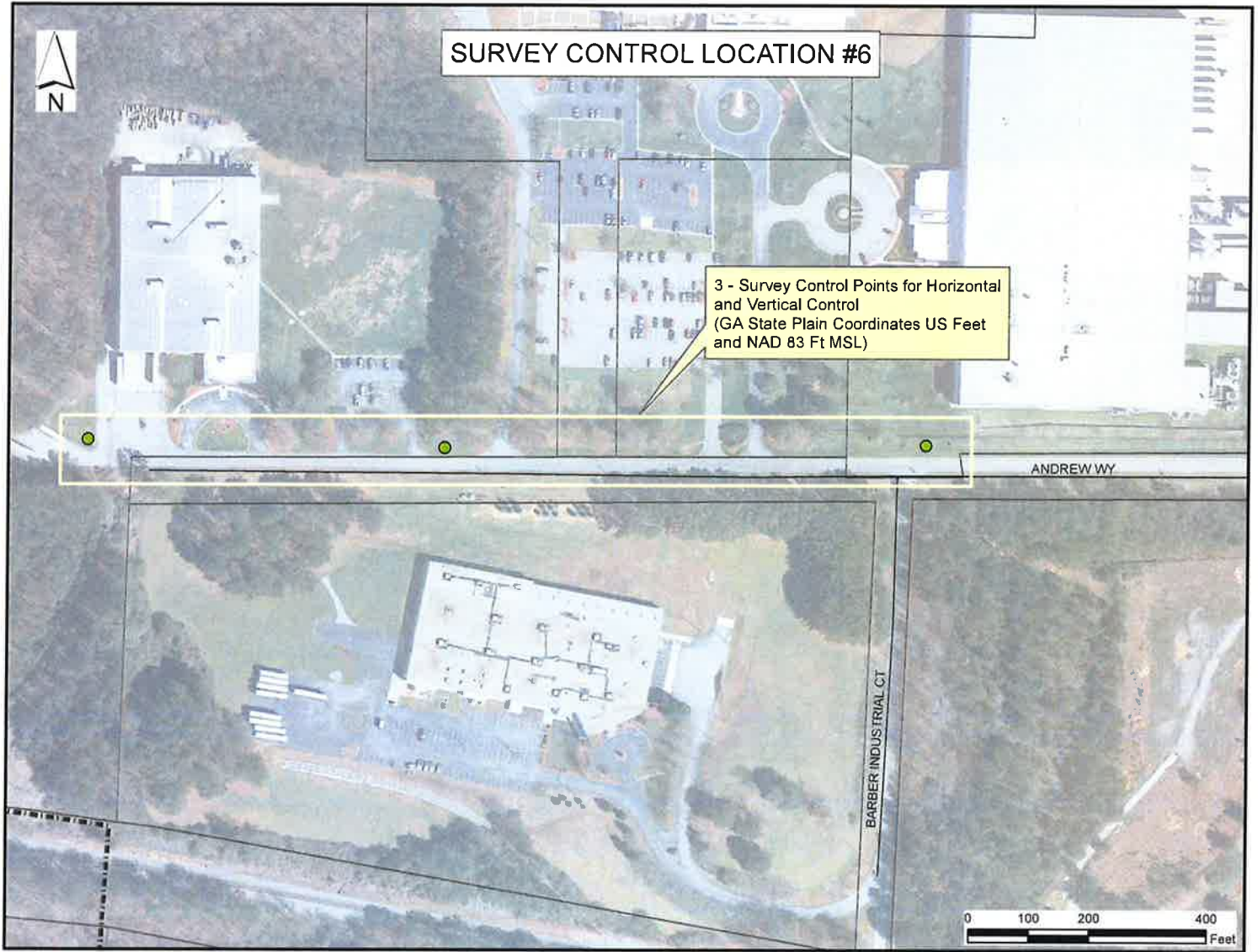




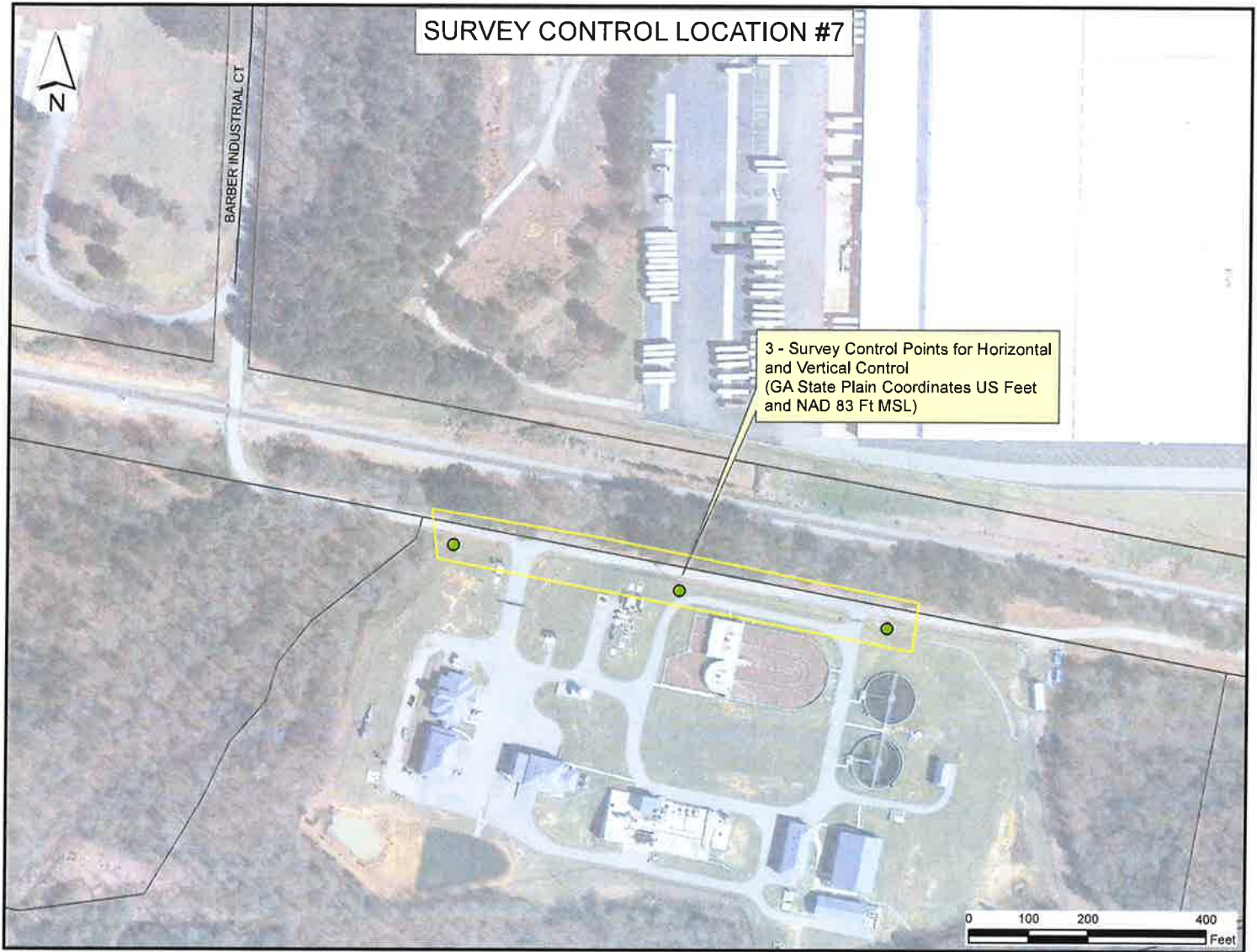




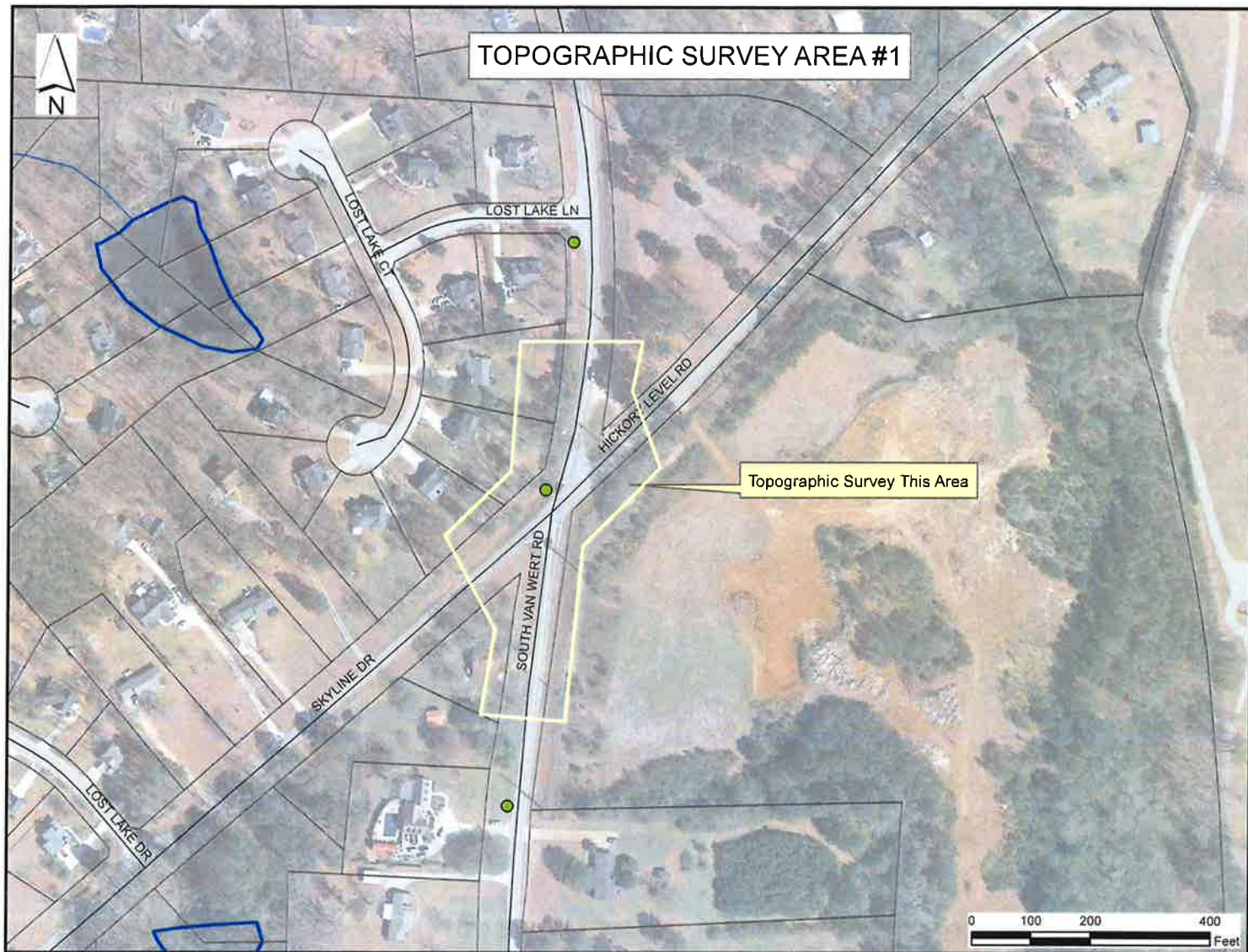






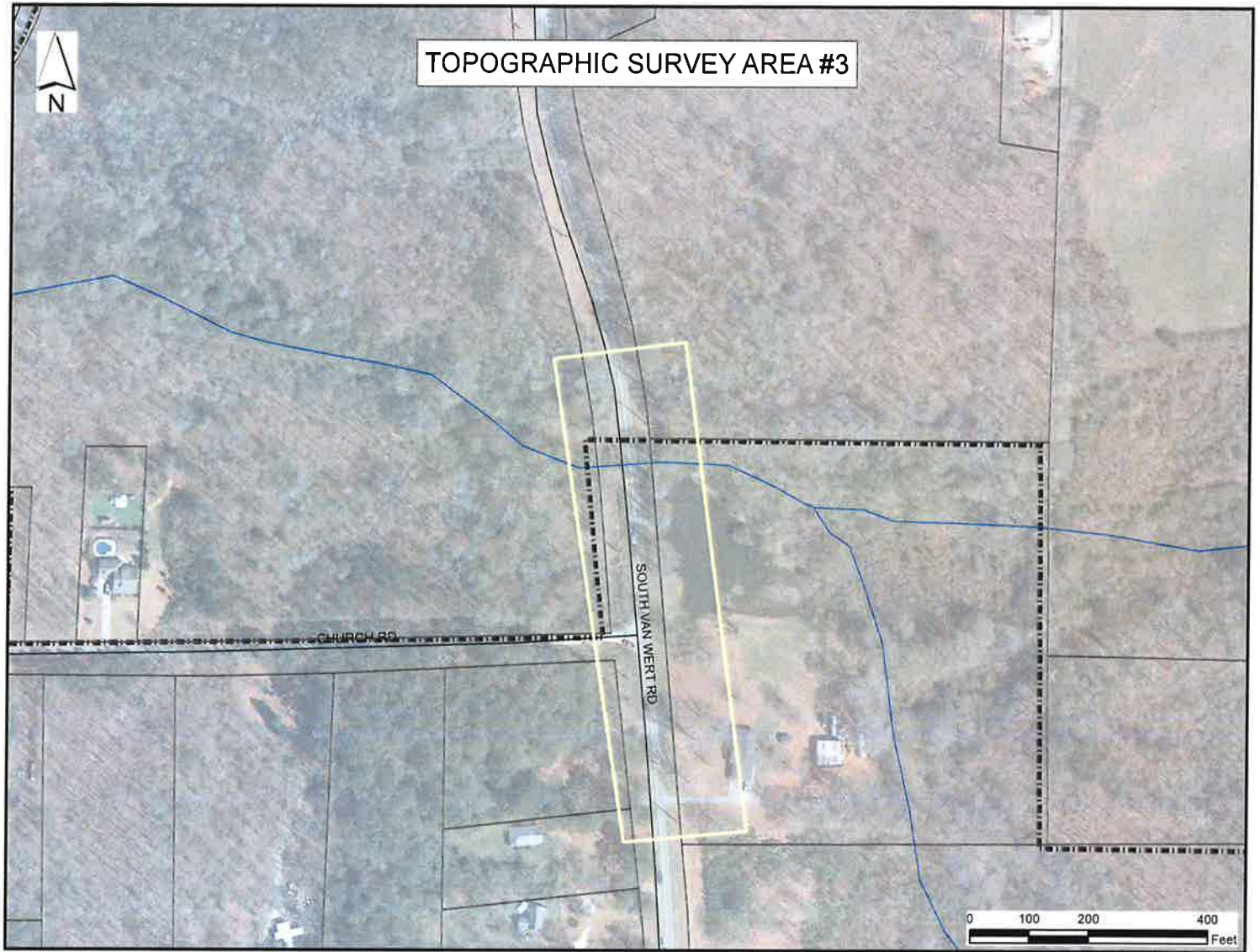




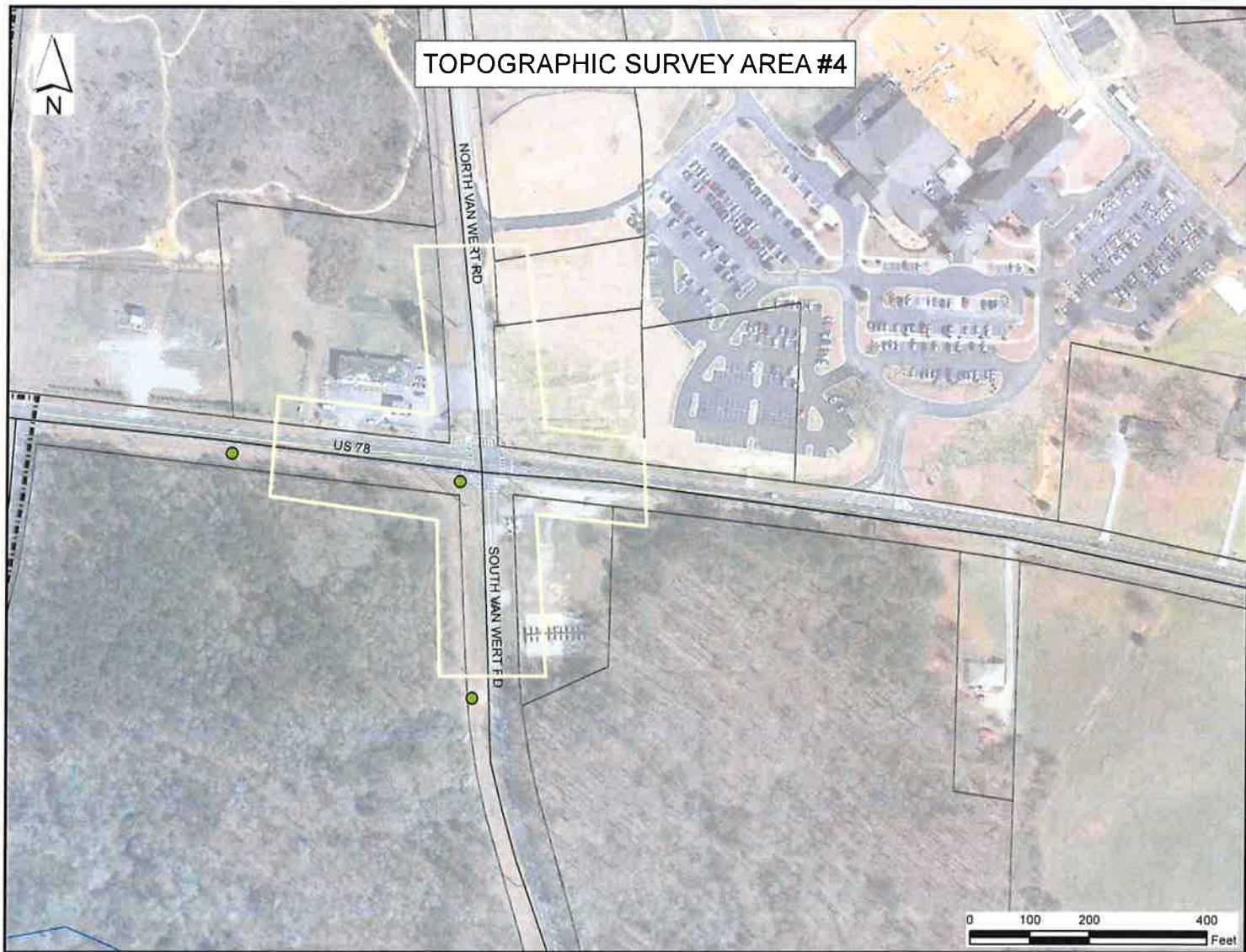




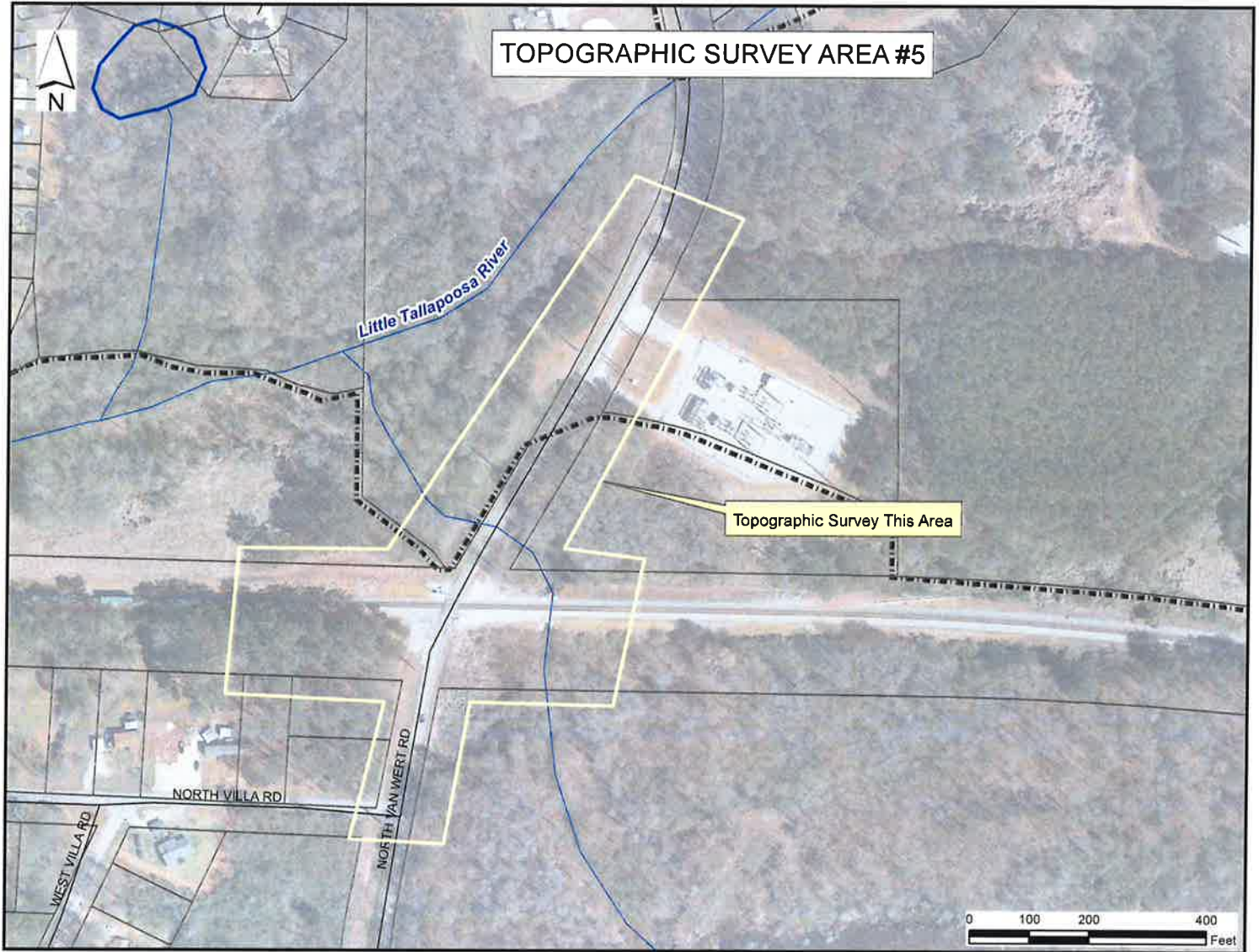


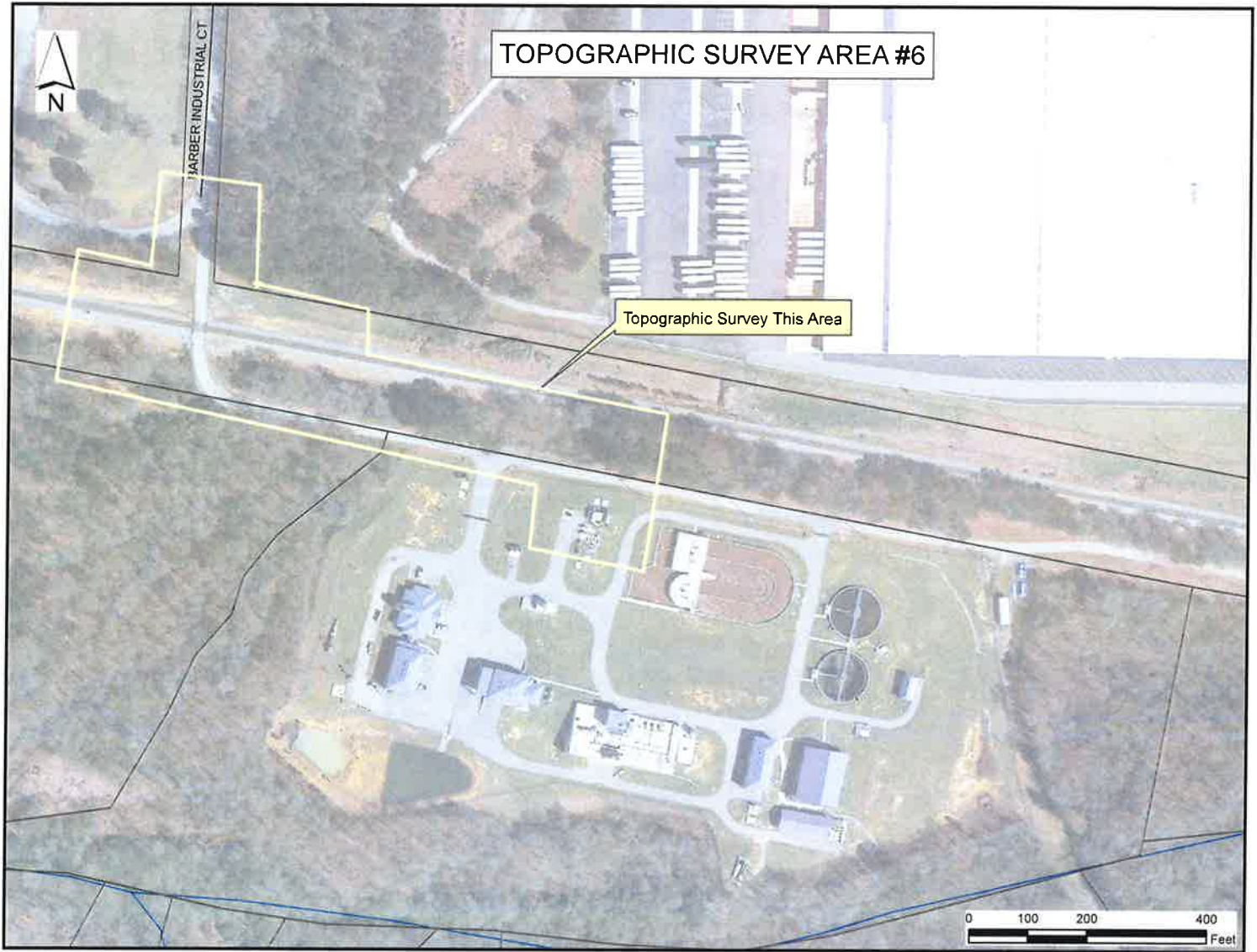


TOPOGRAPHIC SURVEY AREA #4

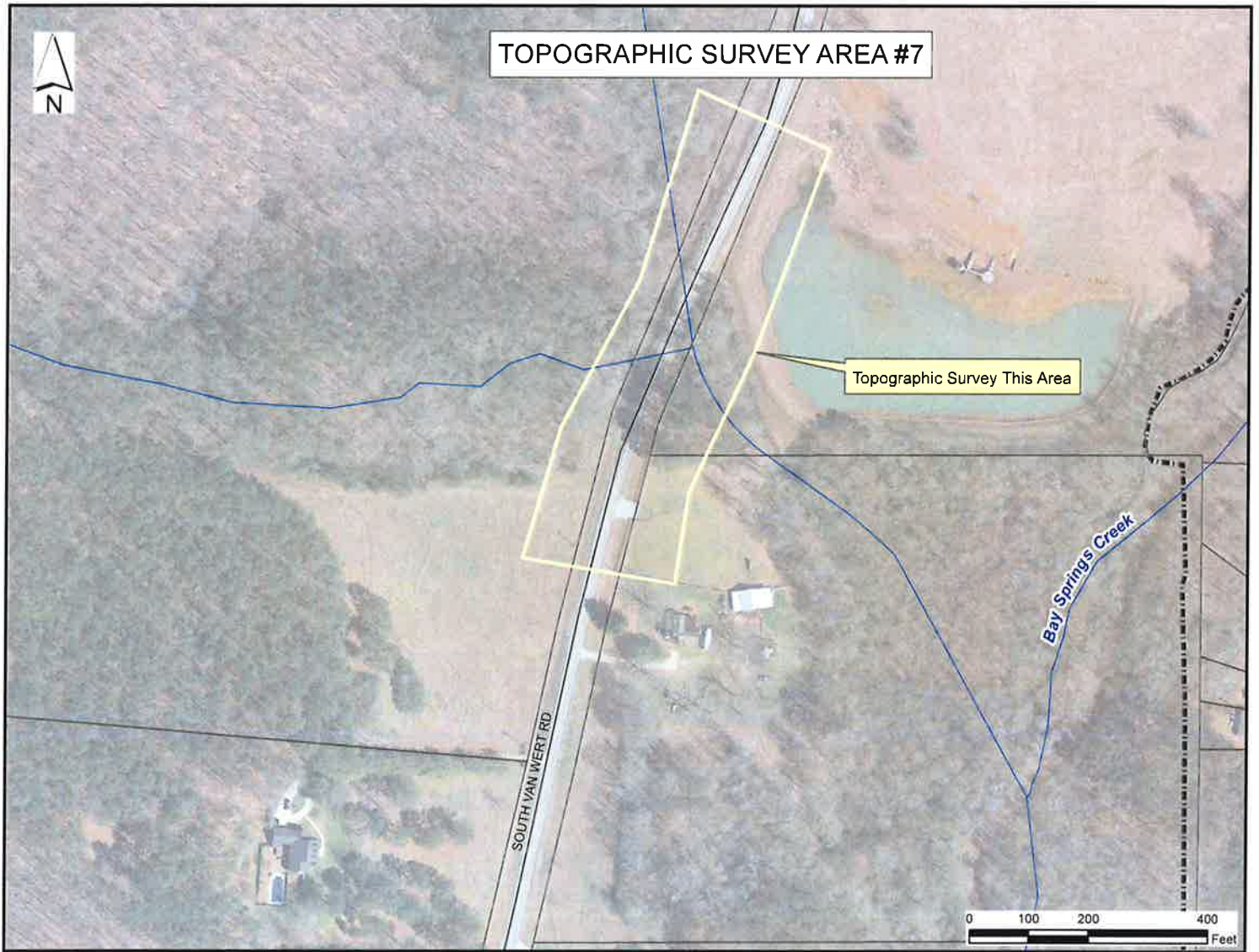














Agenda Item: \_\_\_\_\_

# CITY OF VILLA RICA

## City Council Meeting Agenda Item Cover Sheet

**SUBJECT:** Discussion of Board Application Process

**AGENDA DATE:** May 26, 2020

**DATE PREPARED:** May 18, 2020

**PREPARED BY:** Tom Barber

**AMOUNT:** n/a

**GL ACCOUNT #:** n/a

**FUNDING SOURCE:** n/a

**BUDGETED ITEM?** n/a

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**PURPOSE:** To discuss the board application process.

**BACKGROUND:** Councilmember McPherson has asked to discuss our application process for Board appointments. Please see the attached comments by Cheryl Bell.

**STAFF RECOMMENDATION:** For discussion only.

**IMPACT:**

**MOTION:** For discussion only.



## Tom Barber

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**From:** Leslie McPherson  
**Sent:** Saturday, May 16, 2020 5:16 PM  
**To:** Tom Barber  
**Cc:** Gil McDougal; Leslie McPherson  
**Subject:** re Board application process Cheryl Bell

Tom:

I would like to add this discussion topic to the next agenda. Adding some clarifying language to our board/commission applications so people will better understand the process of applying.

Leslie McPherson  
City Council Ward 3

571 Bankhead Highway  
Villa Rica, GA 30180  
Cell 770-668-4942  
email lmcpherson@villarica.org

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**From:** Leslie McPherson  
**Sent:** Wednesday, March 18, 2020 9:58 PM  
**To:** Cheryl Warren  
**Cc:** Gil McDougal  
**Subject:** Re: Board application process Cheryl Bell

The virus situation is finally giving me some time (can't say the same for family demands 😊) to do some catching up. I believe you have some valid points and would like to see a number of them implemented. I don't have a real problem with someone serving on 2 boards depending on the time demand of the board and there use to be so few people volunteering that they were difficult to fill (I believe 3 boards is too many). As we are getting more applications there should be less reason for someone serving on multiple boards. There didn't even use to be an application or advertising or announcing of board openings. That is something I worked with the previous city manager on. So we aren't where we need to be yet but we also aren't where we use to be. I wanted to clarify something in your email. We are supposed to get all the applications for a position and the only time I can think of that that didn't happen, I asked for them all. However, I think you are right that the cover sheets for all the boards could be done better, as you referenced Janet's presentation. I am going to cc Mayor McDougal on this so we don't forget to look at this and consider changes with input from the entire governing body.

Leslie

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**From:** Cheryl Warren <cherly100@yahoo.com>  
**Sent:** Tuesday, March 10, 2020 9:34:29 PM

**To:** Gil McDougal; Leslie McPherson; Danny Carter; Shirley M. Marchman; Michael Young; C. David Mecklin; Tom Barber; Matthew Momtahan  
**Cc:** Kwasi Hudson  
**Subject:** Board application process Cheryl Bell

Well since I didn't get to finish my speech I hope you will read this.

I was not questioning the fact that some boards have Mayor appointment, and some can have council appointment. I thank Attorney Mecklin for clarifying that, but that was not the point. My suggestion is, that it should be stated on the City's website or the application itself, that **the Mayor can appoint this position**. It should be **stated** on the Planning and Zoning page, that **you need to be referred by a council person**. And the Section of the City Charter should be shown.

There is too much confusion around applying for these boards. I read the ordinances in Sect 3.12 of the Charter, relating to Boards and Commissions, and they all point to what is allowed by "**city ordinance**". Sec 31.2(g) further states that "the qualifications required of members of boards, commissions, and auth shall be prescribed **by ordinance**". I would like to know where the ordinance is. Where can I read the ordinances that Sect 3.12 keeps referring to? And, if the qualifications for these boards are spelled out in this ordinance, then maybe that should be added to the application.

My whole intention is to make things more clear, so that folks who are trying to apply to volunteer for this city don't feel like they are being ignored. The City can do a much better job than to have people apply for boards and then not get any kind of response.

I was also going to go on to say..

I don't know how many more positions are needed on the Recreation Advisory Board, but I submitted a name to Vicki Coleman over a month ago. Her name is Sabrina Boges Krull, and she submitted an application soon after my referral. I reached out to her today and she still hasn't heard anything. I thought this board needs these positions filled.

There is an open position on the VRDA according to the City's website and there is a guy that has applied last year and he just reapplied, and he hasn't heard anything (Was there tonight). And I am sure out of the names submitted tonight for the Main street Board, some of them have probably applied for this position also. My question is, who is sitting on it? The website states to contact Carroll Tomorrow for information on this board, and gives a phone number so I called it and was told that they don't appoint or select the board members. That is done through the City staff. City Manager, or Council.

Tonight was the first time I ever heard the board discuss applicants for a board position, and I was impressed because I think this is important because each candidate **SHOULD** be reviewed. Ms McPherson was correct in saying that the board application does not have enough room on it so she can determine what kind of person this is. That is why on my suggestion sheet (attached) I'm suggesting the app have a requirement for a resume. I commend Ms McPherson for trying to reach out to the applicants, but an attached (short) resume may have helped her get a better picture of who is applying.

The Main Street Board Appointment request submitted tonight, prepared by Janet Chumley, to me this is what a perfect appointment request should contain:

How many members of this particular board , what the board's purpose is.

How many open positions, and how many applications were received and reviewed/ Names of all persons that applied, and then out of those names who was selected. Compare that with other requests you have received for board appointees.

If she hadn't spelled out the other appointee names, then Ms McPherson wouldn't have known who else had applied. Most requests for board positions do not contain this information, and the council just approves them. All requests should be in the same format to provide consistency.

Since you the Council have to make final approval on these appointments, why shouldn't you be made aware of everyone that applied, and not just be offered one name. The memo that comes before you should always state how many positions are open, and how many are being filled, and applicants names that applied. This is true transparency. If you aren't being given all the information, how can you approve an appointment?

The City has qualified applicants waiting to serve, and right now there is one person who is serving on three different boards, and that shouldn't be.

I'm not asking for another position, and am very happy to be working with the Library. But I do want to advocate for others that have applied, and request that the City update the process and the application so that there is no confusion, and more transparency.

Mr. Kwasi Hudson was supposed to be presenting with me tonight, but was not able to attend. Please read our suggestions (attached) which is a lot shorter than this email. Thank you

Cheryl Bell



Agenda Item: \_\_\_\_\_

# CITY OF VILLA RICA

## City Council Special Called Meeting

### Agenda Item Cover Sheet

**SUBJECT:** Carroll County Road Construction Proposal – Daniel Road

**AGENDA DATE:** May 26, 2020

**DATE PREPARED:** May 18, 2020

**PREPARED BY:** Tom Barber

**AMOUNT:** \$85,743.00

**GL ACCOUNT #:** 321-4210-541410

**FUNDING SOURCE:** Carroll SPLOST

**BUDGETED ITEM?** Yes

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**PURPOSE:** To approve a proposal from Carroll County to pave part of Daniel Road.

**BACKGROUND:** The southern end of Daniel Road below our City limits is unpaved. The County Commission has previously voted to work with the City to have us annex and take over maintenance responsibilities for that section of the road. Carroll County has further agreed to provide the labor and equipment to pave the gravel portion of the road. The County's Public Works Department estimates that Villa Rica's cost for materials and labor will be \$85,743.00. The scope of work for Villa Rica's portion will include paving one-half mile of existing gravel road, two lanes wide. Striping will be the City's responsibility.

Further research indicates that the City does not currently supply water beyond the paved portion of the road. We do, however, have a water line from Augusta Woods across the road that supplies water to the sewer lift station on the east side of Daniel. In addition, Councilmember Marchman has spoken with several property owners in the area and has not found interest in paying municipal property taxes.

**STAFF RECOMMENDATION:** Staff recommends that we postpone any decision about paving until all of the adjacent property owners agree to be annexed into the City.

**IMPACT:** Daniel Road connects Thomas Dorsey Drive to Reed Road on the south side of town. Paving is needed to provide a safer, more reliable driving surface.

**MOTION:** I move that we postpone this decision indefinitely.





Agenda Item: \_\_\_\_\_

# CITY OF VILLA RICA

## City Council Meeting Agenda Item Cover Sheet

**SUBJECT:** Fall Recreational Programming

**AGENDA DATE:** May 26, 2020

**DATE PREPARED:** May 22, 2020

**PREPARED BY:** Tom Barber

**AMOUNT:** n/a

**GL ACCOUNT #:** n/a

**FUNDING SOURCE:** n/a

**BUDGETED ITEM?** n/a

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**PURPOSE:** To discuss our plans to offer recreational programming during the Fall.

**BACKGROUND:** All of our Spring recreational programming was canceled and the associated registration fees were refunded. Our summer Day Camp has been canceled, as has our July 3 fireworks show, Easter Adventure, Jeep Show, Cowboy Festival, the Dorsey Festival, and the June concert. We need to begin formulating plans surrounding our offerings in the Fall.

Many factors will need to be considered including the Governor's executive orders, the Carroll and Douglas County public school schedules, and the Fall high school sports schedules. While the school systems have not yet announced their plans for 2020-21 the Georgia High School Association has approved guidance to member schools that would allow them to begin offering conditioning programs, but not competition, effective June 8.

**STAFF RECOMMENDATION:** Staff recommends we develop generic plans for recreational programming for this Fall and discuss in some detail the practicality of the GHSA guidelines as we begin to decide about our recreational offerings in the Fall. The development of a list of "triggering" events and deadlines is also recommended.

**IMPACT:**

**MOTION:** For discussion only.

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# GEORGIA

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DR. JAMES R. HINES, JR., Executive Director  
POST OFFICE BOX 271  
151 S. BETHEL STREET  
THOMASTON, GA 30286-0004  
TELEPHONE 706-647-7473  
FAX 706-647-2638  
[www.ghsa.net](http://www.ghsa.net)

ERNIE YARBROUGH, Asst Executive Director  
STEVE FIGUEROA, Media/Information Services  
DON CORR, Associate Director  
KEVIN GIDDENS, Associate Director  
PENNY PITTS MITCHELL, Associate Director  
TOMMY WHITTLE, Associate Director  
CARROR WRIGHT, Associate Director

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## HIGH SCHOOL ASSOCIATION

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### **Guidance for returning to conditioning on June 8, 2020 with recommendations and/or restrictions**

- All summer work is voluntary.
- Schools/ School Systems may be more restrictive than the GHSA but not less.
- Workouts are conditioning only, no balls or sport specific equipment.
- Member schools should prepare an Infectious Disease Prevention Plan prior to staff and athletes returning to conditioning.
- It is recommended that staff and athletes are screened prior to each workout (see sample monitoring form attached).
- Signage should be posted on site with the following:
  - Do you or have you had a fever in the last week?
  - Have you been diagnosed with COVID-19?
  - Have you been in contact with anyone diagnosed with COVID-19?
  - Have you traveled to a “hot spot” for COVID-19?
- Groups of 20, including coaches, for workouts **per sport** at any given time at the campus/facility.
- Groups should be the same individuals (including coaches) for each session to limit risk of exposure. Student or coaches CANNOT change groups for the duration of this guidance.
- No use of locker rooms or shower facilities. Students should report to the facility dressed to condition and shower at home.
- Weight equipment should be cleaned prior to each workout and sanitized between use by each student.
- Hand sanitizer should be plentiful and readily available.
- Each student should have their own personal water bottle. No use of water fountains or “water cows” is allowed.
- Side spots only in weight training, safety bars are preferred.
- Social distancing should be adhered to always and masks/face covering are recommended for the weight room.
- At least 15 minutes should be scheduled between groups to allow for disinfecting the facility.
- There is no competition allowed between schools.
- No visitors are allowed at conditioning sessions.

**Recommendations and restrictions are fluid and subject to change. Safety must be our top priority.**