

**AGENDA**  
**CITY COUNCIL REGULAR MEETING AND WORK SESSION**  
**G.L. Gilleland Council Chambers on 2<sup>nd</sup> Floor**  
**Monday, April 17, 2023**  
**5:00 P.M.**

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1. Call to Order
2. Roll Call
3. Invocation and Pledge
4. Announcements
5. Approval of the Agenda
6. Public Input
7. Consent Agenda
  - a. Approve Minutes
    - Regular Meeting and Work Session held March 20, 2023
    - Executive Session held March 20, 2023
  - b. Approve Resolution #R2023-02 Publix Opioid Settlement
  - c. Approve Memorandum of Understanding Concerning National Opioid Settlements
  - d. Approve Resolution #R2023-03 City of Ethics Recertification
  - e. Approve GMA Annual Convention and Training
8. Employee Recognition
9. Proclamation: Administrative Professional's Day, April 26, 2023

**BUSINESS**

10. ZA-C2300085: Kevin Lalani has petitioned a zoning amendment for TMP D03 056, Located at 514 Academy Ave from CBD (Central Business District) to TB (Town Business District). Public Hearing Dates: Planning Commission on March 13, 2023, and City Council on March 20, 2023. City Council for a decision on April 17, 2023.
11. CU-0322018: Request for Extension of Expired Conditional Use Permit
12. Award Comprehensive Downtown Strategic Plan
13. Consideration of Vape License Approval

**WORK SESSION**

14. Present Proposed Changes to the Utilities Ordinance
15. Present Proposed Changes to the Animal Control Ordinance
16. Review Community Service Program
17. Present Downtown Development Authority Funding Request for FY 2024 Budget

**STAFF REPORTS**

18. Bob Bolz, City Manager
19. Robin Gazaway, Finance Administrator

**EXECUTIVE SESSION, IF NEEDED**

**ADJOURNMENT**

***The next scheduled City Council meeting is Monday, May 1, 2023***

*Those persons with disabilities who require reasonable accommodations in order to allow them to observe and/or participate in this meeting or who have questions regarding the accessibility of the meeting, should contact the Clerk at Dawsonville City Hall at 706-265-3256 at least two (2) business days prior to the meeting.*



DAWSONVILLE CITY COUNCIL  
EXECUTIVE SUMMARY FOR  
AGENDA ITEM # 7

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SUBJECT: CONSENT AGENDA

CITY COUNCIL MEETING DATE: 04/17/2023

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PURPOSE FOR REQUEST:

**CONSIDERATION AND APPROVAL OF ITEMS BELOW; SEE ATTACHED  
SUPPORTING DOCUMENTS**

- a. **Approve Minutes**
    - **Regular Meeting and Work Session held March 20, 2023**
    - **Executive Session held March 20, 2023**
  - b. **Approve Resolution #R2023-02 Publix Opioid Settlement**
  - c. **Approve Memorandum of Understanding Concerning National Opioid Settlements**
  - d. **Approve Resolution #R2023-03 City of Ethics Recertification**
  - e. **Approve GMA Annual Convention and Training**
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DAWSONVILLE CITY COUNCIL  
EXECUTIVE SUMMARY FOR  
AGENDA ITEM # 7a

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SUBJECT: APPROVE MINUTES

CITY COUNCIL MEETING DATE: 04/17/2023

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BUDGET INFORMATION: GL ACCOUNT # NA

Funds Available from:      Annual Budget      Capital Budget Other     

Budget Amendment Request from Reserve:      Enterprise Fund      General Fund

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PURPOSE FOR REQUEST:

**TO APPROVE THE MINUTES FROM:**

- **REGULAR MEETING AND WORK SESSION HELD MARCH 20, 2023**
  - **EXECUTIVE SESSION HELD MARCH 20, 2023**
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HISTORY/ FACTS / ISSUES:

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OPTIONS:

**AMEND OR APPROVE AS PRESENTED**

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RECOMMENDED SAMPLE MOTION:

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REQUESTED BY: Beverly Banister, City Clerk

**MINUTES**  
**CITY COUNCIL REGULAR MEETING AND WORK SESSION**  
**G.L. Gilleland Council Chambers on 2<sup>nd</sup> Floor**  
**Monday, March 20, 2023**  
**5:00 P.M.**

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1. **CALL TO ORDER:** Mayor Eason called the meeting to order at 5:00 pm.
2. **ROLL CALL:** Present were Councilmember John Walden, Councilmember Caleb Phillips, Councilmember William Illg, City Attorney Kevin Tallant, City Manager Bob Bolz, City Clerk Beverly Banister, Public Works Director Trampas Hansard, Utility Director Jacob Barr, Finance Administrator Robin Gazaway, Director of Downtown Development Amanda Edmondson. Stacy Harris and Clay Moss were also present from the Planning & Zoning Department.  
  
Councilmember French was not present at the meeting.
3. **INVOCATION AND PLEDGE:** Invocation and pledge were led by Councilmember Illg.
4. **ANNOUNCEMENTS:** Mayor Eason announced the first Food Truck Friday will take place on May 5, 2023 at the Farmer's Market Pavilion and the Amicalola Regional Farmer's Market will have their opening day on April 29<sup>th</sup> starting at 8:00 a.m.
5. **APPROVAL OF THE AGENDA:** Motion to amend the agenda by adding item #18 Consideration of Fee Waiver for ZA-C2300078 and VAR-C2300077 made by C. Phillips; second by W. Illg. Vote carried unanimously in favor. Motion to approve the agenda as amended made by W. Illg; second by J. Walden. Vote carried unanimously in favor.
6. **PUBLIC INPUT:** None
7. **CONSENT AGENDA:** Motion to approve the consent agenda for the following items (a - b) made by J. Walden; second by W. Illg. Vote carried unanimously in favor.
  - a. Approve Minutes
    - Regular Meeting held March 6, 2023
    - Executive Session held March 6, 2023
  - b. Approve Amended SAFEbuilt Contract
8. **EMPLOYEE RECOGNITION:** The Mayor and Council welcomed Hunter Simmons as the City's newest employee; Stacy Harris was recognized for earning the GACE Level One Code Enforcement certificate; Tony Seabolt received a two-year service award and the February 2023 Employee of the Month Award.
9. **PROCLAMATION: EMPLOYEE APPRECIATION MONTH:** Mayor Eason read the proclamation and thanked the City's employees for their commitment and hard work.

#### **BUSINESS**

10. **ZA-C2300078:** Sherry Phillips has petitioned a zoning amendment for TMP D02 013, Located at 129 Stegall Place from R-2 (Single-Family Residential District) to RMM (Residential Manufactured/Moved). Public Hearing Dates: Planning Commission on February 13, 2023 and City Council on March 6, 2023. City Council for a decision on March 20, 2023.

Stacy Harris read the zoning amendment request.

Motion to approve ZA-C2300078 as presented made by C. Phillips; second by W. Illg. Vote carried unanimously in favor.

#### **PUBLIC HEARING**

11. **VAR-C2300077:** Sherry Phillips has requested a variance for mobile home placement on less than the required 3-acre minimal lot size for TMP D02 013, Located at 129 Stegall Place. Public Hearing Date: Planning Commission on February 13, 2023, and City Council on March 20, 2023. City Council for a decision on March 20, 2023.

Stacy Harris read the variance request. Motion to open the public hearing made by J. Walden; second by C. Phillips. Vote carried unanimously in favor. Mayor Eason conducted the public hearing. The following person spoke in favor of the request:

**MINUTES**  
**CITY COUNCIL REGULAR MEETING AND WORK SESSION**  
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- Sherry Phillips, 129 Stegall Place, Dawsonville – Ms. Phillips stated she is asking the Council to consider her request to place a mobile home on less than the required acreage. She had moved away to take care of her mother and is ready to return to Dawsonville; she wants to replace the existing dilapidated mobile home with a new one.

No one spoke in opposition to the request. Motion to close the public hearing made by W. Illg; second by J. Walden. Vote carried unanimously in favor.

Motion to approve VAR-C2300077 made by W. Illg; second by C. Phillips. Vote carried unanimously in favor.

- 12. ZA-C2300085:** Kevin Lalani has petitioned a zoning amendment for TMP D03 056, Located at 514 Academy Ave from CBD (Central Business District) to TB (Town Business District). Public Hearing Dates: Planning Commission on March 13, 2023, and City Council on March 20, 2023. City Council for a decision on April 17, 2023.

Stacy Harris read the zoning amendment request. Motion to open a public hearing made by W. Illg; second by C. Phillips. Vote carried unanimously in favor. Mayor Eason conducted the public hearing. No one spoke in favor of or opposition to the request. Motion to close the public hearing made by C. Phillips; second by W. Illg. Vote carried unanimously in favor.

#### **WORK SESSION**

- 13. IMPACT FEE STUDY PRESENTATION:** Adam Hazell from the Georgia Mountain Regional Commission (GMRC) provided an overview of the impact fee study the GMRC developed for consideration of implementing impact fees in the City. Mayor Eason thanked Adam for the work done in preparing the study and stated the City Council would consider developing the committee as required at the next City Council meeting and should the City approve adopting impact fees the Council will direct the City Attorney to develop the ordinance.
- 14. GEORGIA ONE FUND GRANT FOR DAWSONVILLE HISTORY MUSEUM:** Mayor Eason reported that Senator Gooch worked with the Governor's office regarding a grant for the Dawsonville History Museum. They anticipate receiving additional information in the near future and the City will be required to administer the grant; a contract will need to be developed and approved for the joint venture.
- 15. DOWNTOWN DEVELOPMENT UPDATE:** Director Edmondson provided an overview of the recent projects in development for promotion of the downtown. These included the development of downtown branding, a DDA advertising campaign utilizing pamphlets and billboard advertising with business participation and contributions, the development of a downtown website, banners to be placed throughout Main Street Park and downtown light fixtures, the development of business welcome packets and various other project management.

#### **STAFF REPORTS**

- 16. BOB BOLZ, CITY MANAGER:** City Manager Bolz stated his report was provided in the packet for the Council's review. He also mentioned the City has held two successful Comprehensive Plan steering committee meetings and the third one is scheduled for April 13, 2023 at 5:30 pm and lastly, the water leak adjustment total for the month was \$419.02. Mayor Eason pointed out that Kristy Moore from the Dawson County High School who is in the audience has been working with City Manager Bolz regarding the work based learning program.
- 17. ROBIN GAZAWAY, FINANCE ADMINISTRATOR:** Finance Administrator Gazaway presented the financial reports representing fund balances and activity through February 28, 2023.

**MINUTES**  
**CITY COUNCIL REGULAR MEETING AND WORK SESSION**  
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**Monday, March 20, 2023**  
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**ADDITIONAL BUSINESS**

- 18. CONSIDERATION OF FEE WAIVER FOR ZA-C2300078 AND VAR-C2300077:** Motion to waive the application fees for ZA-C2300078 and VAR-C2300077 in the amount of \$781.28 made by C. Phillips; second by W. Illg. Vote carried unanimously in favor.

**EXECUTIVE SESSION**

At 5:44 p.m. a motion to close regular session and go into executive session for real estate and potential/pending litigation was made by J. Walden; second by W. Illg. Vote carried unanimously in favor.

At 6:27 p.m. a motion to close executive session was made by C. Phillips; second by W. Illg. Vote carried unanimously in favor.

Motion to resume regular session was made by J. Walden; second by C. Phillips. Vote carried unanimously in favor.

**ADJOURNMENT:**

At 6:31 p.m. a motion to adjourn the meeting was made by J. Walden; second by W. Illg. Vote carried unanimously in favor.

***Approved this 17<sup>th</sup> day of April 2023***

By: CITY OF DAWSONVILLE

\_\_\_\_\_  
Mike Eason, Mayor

\_\_\_\_\_  
Caleb Phillips, Councilmember Post 1

\_\_\_\_\_  
William Illg, Councilmember Post 2

\_\_\_\_\_  
John Walden, Councilmember Post 3

\_\_\_\_\_  
Mark French, Councilmember Post 4

Attest: \_\_\_\_\_  
Beverly A. Banister, City Clerk

STATE OF GEORGIA  
COUNTY OF DAWSON

AFFIDAVIT OF THE CITY OF DAWSONVILLE MAYOR AND COUNCIL

Mayor Michael Eason, Councilmember John Walden, Councilmember Caleb Phillips, Councilmember William Illg, and Councilmember ~~Mark French~~; being duly sworn, state under oath that the following is true and accurate to the best of their knowledge and belief:

1. The City of Dawsonville Council met in a duly advertised meeting on March 20, 2023.
2. During such meeting, the Board voted to go into closed session.
3. The executive session was called to order at 5:44 p.m.
4. The subject matter of the closed portion of the meeting was devoted to the following matter(s) within the exceptions provided in the open meetings law: (check all that apply)

Consultation with the City Attorney or other legal counsel to discuss pending or potential litigation, settlement, claims, administrative proceedings, or other judicial actions brought or to be brought by or against the City or any officer or employee or in which the City or any officer or employee may be directly involved as provided in O.C.G.A. § 50-14-2(1);

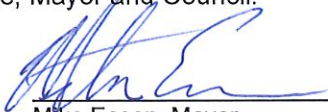
Discussion of tax matters made confidential by state law as provided by O.C.G.A. § 50-14-2(2) and \_\_\_\_\_;

Discussion of future acquisition of real estate as provided by O.C.G.A. § 50-14-3(b)(1);

Discussion or deliberation on the appointment, employment, compensation, hiring, disciplinary action or dismissal, or periodic evaluation or rating of a City officer or employee as provided in O.C.G.A. § 50-14-3(b)(2);

Other \_\_\_\_\_ as provided in: \_\_\_\_\_.

This 20<sup>th</sup> day of March 2023; By the City of Dawsonville, Mayor and Council:

  
Mike Eason, Mayor

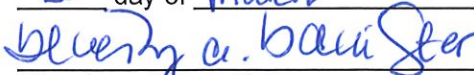
  
Caleb Phillips, Councilmember Post #1

  
William Illg, Councilmember Post #2

  
John Walden, Councilmember Post #3

absent  
Mark French, Councilmember Post #4

Sworn to and subscribed before me this 20 day of March, 2023.

  
Signature, Notary Public

My Commission expires: Feb 18, 2024





DAWSONVILLE CITY COUNCIL  
EXECUTIVE SUMMARY FOR  
AGENDA ITEM # 7b

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SUBJECT: **APPROVE RESOLUTION #R2023-02 PUBLIX OPIOID SETTLEMENT**

CITY COUNCIL MEETING DATE: 04/17/2022

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BUDGET INFORMATION: GL ACCOUNT # \_\_\_\_\_

Funds Available from: \_\_\_\_\_ Annual Budget \_\_\_\_\_ Capital Budget Other \_\_\_\_\_

Budget Amendment Request from Reserve: \_\_\_\_\_ Enterprise Fund \_\_\_\_\_ General Fund

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PURPOSE FOR REQUEST:

**TO REQUEST APPROVAL OF RESOLUTION #R2023-02 CONCERNING THE PUBLIX OPIOID SETTLEMENT**

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HISTORY/ FACTS / ISSUES:

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OPTIONS:

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RECOMMENDED SAMPLE MOTION:

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REQUESTED BY: Kevin Tallant, City Attorney



**RESOLUTION R2023-02**

**RESOLUTION OF CITY OF DAWSONVILLE, GEORGIA (“CITY”)  
AGREEING TO SETTLE WITH PUBLIX SUPER MARKETS, INC.  
CONCERNING THE PRESCRIPTION OPIOID LITIGATION**

WHEREAS, the City initiated litigation against certain manufacturers, distributors, and pharmacy chains in *In re: National Prescription Opiate Litigation*, MDL 2804, to hold them accountable for the opioid epidemic and to seek equitable and monetary relief;

WHEREAS, defendant Publix Super Markets, Inc. (“Publix”) has separately reached a settlement framework with certain local government entities;

WHEREAS, certain Georgia local government entities seek to resolve the litigation with Publix and maximize the recovery from this settlement; and

WHEREAS, the City desires to agree to settle with Publix;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF DAWSONVILLE COUNCIL, AS FOLLOWS:

Section 1. The City Council, as the governing body of the City, hereby agrees to settle with PUBLIX and to be bound by the Release and

Section 2. The City Council hereby appoints \_\_\_\_\_ as the duly appointed representative of the City for the purposes of agreeing to be bound by the settlement agreement.

Section 3. The City Council directs the duly appointed representative of the City to execute the settlement agreement with Publix upon such terms approved by the \_\_\_\_\_ with the advice of the City Attorney.

Section 4. If any section, paragraph or provision of this Resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph or provision shall not affect any of the remaining provisions of this Resolution.

Section 5. This Resolution shall be in full force and effect from and after its adoption as provided by law.

This Resolution was introduced, seconded and adopted at a duly convened meeting of the City Council, held on April \_\_, 2023.

\_\_\_\_\_  
Mike Eason, Mayor

ATTEST:

\_\_\_\_\_  
Beverly A. Banister, City Clerk



DAWSONVILLE CITY COUNCIL  
EXECUTIVE SUMMARY FOR  
AGENDA ITEM # 7c

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SUBJECT: APPROVE MEMORANDUM OF UNDERSTANDING CONCERNING NATIONAL OPIOID SETTLEMENTS

CITY COUNCIL MEETING DATE: 04/17/2022

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BUDGET INFORMATION: GL ACCOUNT # \_\_\_\_\_

Funds Available from: \_\_\_\_\_ Annual Budget \_\_\_\_\_ Capital Budget Other \_\_\_\_\_

Budget Amendment Request from Reserve: \_\_\_\_\_ Enterprise Fund \_\_\_\_\_ General Fund

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PURPOSE FOR REQUEST:

**TO REQUEST APPROVAL OF MOU CONCERNING NATIONAL OPIOID SETTLEMENTS**

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HISTORY/ FACTS / ISSUES:

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OPTIONS:

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RECOMMENDED SAMPLE MOTION:

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REQUESTED BY: Kevin Tallant, City Attorney

**Settlement Document**  
**Binding on State of Georgia When Executed by Georgia AG / Governor**

**State of Georgia and Local Governments: Memorandum of Understanding  
Concerning National Settlements with Teva Pharmaceutical Industries Ltd.,  
Allergan Finance, LLC, Walmart Inc., CVS Health Corporation and CVS  
Pharmacy, Inc., and Walgreen Co.**

**Foreword**

This Memorandum of Understanding between the State of Georgia *ex rel.* Chris Carr, Attorney General (the “State”), and certain Georgia Local Government entities (“LGs”) concerns the harms visited upon Georgia’s citizens and the State itself by certain manufacturers, distributors, and pharmacies (“Opioid Defendants”) of prescription opioids.

To address these harms, the State and certain LGs separately initiated litigation meant to hold the Opioid Defendants accountable.

On December 31, 2021, the State entered into settlements with Opioid Defendants McKesson Corporation, AmerisourceBergen Corporation, Cardinal Health, Inc., Johnson & Johnson, Janssen Pharmaceuticals, Inc., Ortho-McNeil-Janssen Pharmaceuticals, Inc., and Janssen Pharmaceutica, Inc. (together, the “National Distributor and J&J Settlements”).

Thereafter, the State and participating LGs entered into a Memorandum of Understanding to memorialize an agreement that would enable them to maximize the monetary help received from the National Distributor and J&J Settlements to address harms visited upon Georgia’s citizens and the State itself in the opioid crisis (the “2022 MOU”).

During November and December of 2022, Teva Pharmaceutical Industries Ltd. (“Teva”), Allergan Finance, LLC (“Allergan”), Walmart Inc. (“Walmart”), CVS Health Corporation and CVS Pharmacy, Inc. (“CVS”), and Walgreen Co. (“Walgreens”), respectively, agreed to national settlement frameworks (collectively, “Opioid Settlements”) that the State of Georgia and LGs are eligible to join.

During December, 2022, the State entered into each of the Opioid Settlements. The LGs have until April 18, 2023 to opt in to the respective Opioid Settlements.

This Memorandum of Understanding (“Memorandum” or “2023 MOU”) aims to memorialize an agreement between the State and certain LGs that will enable them to maximize the monetary funds received from the Opioid Settlements to

**Settlement Document**  
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remediate the harms caused by the opioid crisis. The processes outlined in this Memorandum in large part replicate processes required under the 2022 MOU. Except where the terms are different, the processes used in administration of the 2022 MOU shall be utilized for administration as required under this Memorandum.

I. Definitions

Capitalized terms shall have the same definitions as in the 2022 MOU with the exception of:

- a. “Legislative Bar” means O.C.G.A. § 10-13B-1 *et seq.*
- b. “Local Government Opioid Funds” means the funds allocated to local governments pursuant to Section II of this Memorandum.
- c. “Opioid Funds” means the total monetary amounts obtained through the Opioid Settlements as defined in this 2023 MOU which are allocated to Georgia and its Participating Local Governments under the Opioid Settlements.
- d. “Opioid Settlement(s)” means the National Teva, Allergan, Walmart, CVS and Walgreens Settlements, dated November 22, 2022, November 22, 2022, November 14, 2022, December 9, 2022, and December 9, 2022, respectively.
- e. “Parties” shall mean the State and the Participating Local Governments.
- f. “Participating Local Governments” shall mean:
  - (i.) all litigating subdivisions listed on Exhibit “C” of the National Teva, Allergan, Walmart, CVS and Walgreens Settlements, and
  - (ii.) nonlitigating subdivisions listed on Exhibit “G” of the National Teva, Allergan, Walmart, CVS and Walgreens Settlementsthat choose to sign on to the Opioid Settlements and this Memorandum.

## Settlement Document

### Binding on State of Georgia When Executed by Georgia AG / Governor

- g. “Released Entities” means the entities defined as such in each respective Opioid Settlement.
- h. “State Opioid Funds” means the funds allocated to the State pursuant to Section II of this Memorandum.
- i. “Trust” means the Georgia Opioid Crisis Abatement Trust, approved by the Gwinnett County Superior Court on February 16, 2023.
- j. “Trustee” means the Trustee of the Georgia Opioid Crisis Abatement Trust.

#### II. Allocation between State and Local Governments

- a. The Participating Local Governments shall collectively receive 25% of the Opioid Funds as their full allocation of Local Government Opioid Funds for all claims past and future of the Participating Local Governments. Local Government Opioid Funds shall be paid to a national Settlement Administrator(s) as defined in each respective Opioid Settlement and distributed pursuant to each respective Opioid Settlement, with the following additional conditions:
  - (i) If a county which is a Participating Local Government under this Memorandum has a sheriff who is a Litigating Subdivision listed in an Opioid Settlement, at least 9.45% of the Opioid Funds paid to that county under the terms of any Opioid Settlement as to which the sheriff agreed to participate shall be allocated to that county’s sheriff to be used for Approved Purposes;
  - (ii.) If a county which is a Participating Local Government under this Memorandum has a hospital which is a Litigating Subdivision listed in an Opioid Settlement, at least 2% of the Opioid Funds paid to that county under the terms of any Opioid Settlement as to which the hospital agreed to participate shall be allocated to the hospital to be used for Approved Purposes; and
  - (iii.) If a county which is a Participating Local Government under this Memorandum has a school district which is a Litigating Subdivision listed in an Opioid Settlement, at least 1% of the

**Settlement Document**  
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Opioid Funds paid to that county under the terms of any Opioid Settlement as to which the school district agreed to participate shall be allocated to the school district to be used for Approved Purposes.

- b. The State shall receive 75% of the Opioid Funds as its full allocation of State Opioid Funds.
- c. Of the State’s 75% share, after the payment of litigation fees and costs owed to the State’s outside counsel pursuant to the agreement entered into on September 10, 2018 or as may be amended, 60% of the remaining funds shall be transferred by the receiving state agency through the Office of Planning and Budget to the State Treasury and spent at the direction of the State Legislature for Approved Purposes by appropriation and in compliance with the terms of the Opioid Settlements and this Memorandum. The remaining 40% after payment of fees and costs shall be transferred to the Trust by the receiving state agency and shall be expended by the Trustee on a regional basis (“Regional Distribution”) as set forth in the Declaration of Trust, the 2022 MOU and this 2023 MOU.
  - (i.) For purposes of the Regional Distribution under the Opioid Settlements, the Regions shall be the same as established pursuant to the 2022 MOU, including Qualifying Block Grantees.
  - (ii.) Each Qualifying Block Grantee shall receive its allocation of the Regional Distribution via a direct block grant so long as it certifies that it has sufficient infrastructure to provide opioid abatement services.
  - (iii.) The Trustee shall use the same allocation model as used under the 2022 MOU for the Regional Distribution.
  - (iv.) The Regional Advisory Councils established pursuant to the 2022 MOU shall have the same duties and responsibilities in connection with the funds allocated to the Trust pursuant to this 2023 MOU as under the 2022 MOU, including reporting

**Settlement Document**  
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requirements and making themselves available to consult with the Government Participation Mechanism and with Participating Local Governments to best determine how funds will be spent for opioid remediation within the established Regions. In every instance the Trustee shall retain final authority over Regional Distributions.

**III. Funds to be used for Approved Purposes; Clawback and Recoupment**

- a. With the exception of administrative expenses as allowed under the Opioid Settlements, funds set aside for attorneys' fees and costs for State of Georgia outside counsel, and funds set aside for attorneys' fees for Local Government outside counsel pursuant to Section VI of this Memorandum, State Opioid Funds and Local Government Opioid Funds shall be used for Approved Purposes.
- b. Funds are to primarily (no less than 70 percent) be used for future abatement purposes. Funds used to reimburse the Parties for past abatement expenses may not be used to reimburse past Medicaid expenses or any other expense that would be subject to a federal clawback, recoupment, or similar mechanism.
- c. The State and Participating Local Governments shall work cooperatively to ensure the funds are spent within the spirit of this Memorandum and the Opioid Settlements, and shall further work cooperatively to actively defend the funds from federal clawback and/or recoupment, including, but not limited to, actively participating in any administrative procedure or other case or process related to defense of the funds from federal clawback and/or recoupment. In the event the federal government initiates and successfully claws back any Opioid Funds related to the Settlements, such amounts shall first be deducted from the total disbursements to be made to both the State and Local Governments in the calendar year the clawback claim is successfully made and shall thereafter be deducted from the total disbursements to be made in any subsequent calendar year if necessary. After such deduction, the allocation between the State and Participating Local Governments described in Section II of this Memorandum shall be applied to the remaining funds for the current calendar year or any subsequent calendar year if applicable. Deduction of amounts from the

**Settlement Document**  
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total disbursements shall include reimbursement of any amounts paid by the State or withheld from amounts due to the State as the result of a clawback and/or recoupment.

**IV. Compliance and Reporting**

- a. The Trustee shall provide an up-to-date accounting of payments into or out of the Trust and/or its subaccounts upon written request of the State or a Participating Local Government. The State, together with the Trustee, shall provide an annual report detailing: (1) the amounts received by the State and deposited into the State Treasury and the amounts remitted to the Trust; (2) the allocation of any awards approved, listing the recipient, amount awarded, programs funded, and disbursement terms; and (3) the amounts actually disbursed. The State and Trustee shall also include an assessment of how well resources have been used by the State and the Participating Local Governments to abate opioid addiction, overdose deaths, and the other consequences of the opioid crisis. The State shall publish its annual report and all Regional Advisory Council annual reports on its website.
- b. Expenses of the Trustee shall be deducted first from interest earned on funds held by the Georgia Opioid Crisis Abatement Trust, and then, if necessary, may be deducted from the corpus of Trust funds. Administrative expenses of the State shall be paid from or reimbursed out of State Opioid Funds as allowed under the terms of the Opioid Settlements.
- c. The Trustee and the State shall endeavor to keep such expenses reasonable in order to maximize the funding available for opioid abatement.
- d. Each Regional Advisory Council shall provide a report annually to the Trustee and Government Participation Mechanism detailing: (1) the amount received by each local government within the Region; (2) the allocation of any awards approved, listing the recipient, amount awarded, programs funded, and disbursement terms; and (3) the amounts actually disbursed and approved allocations. Each Participating Local Government within each Region shall provide any



**Settlement Document**  
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information necessary to facilitate such reporting to a single regional delegate selected by the Region to provide its annual report.

- e. If the State believes that any Participating Local Government has used funds for a non-approved purpose, it may request in writing the documentation underlying such alleged improper use of funds. If any ten (10) Participating Local Governments believe the State has used funds for a non-approved purpose, they may request jointly in writing the documentation underlying such alleged improper use of funds.
- f. The State and Participating Local Governments may object in writing to the Trustee to an allocation or expenditure on the basis that the allocation or Trust expenditure is inconsistent with Section III of this Memorandum or violates Section IV.c of this Memorandum regarding reasonable expenses of the Trustee.
- g. Any party to this Memorandum who receives a written request sent pursuant to IV.f or IV.e shall have 21 days to respond to such request, which may be extended by mutual consent.
- h. A party who makes a written request pursuant to IV.f may file an action in the Superior Court of Gwinnett County within one year of its objection seeking a determination as to the validity of the objection.
- i. If, after a written objection made pursuant to IV.e, it appears to the State that a Participating Local Government has spent funds on non-approved purposes, the State may seek and obtain an injunction in the Superior Court of Gwinnett County prohibiting the Participating Local Government from spending further funds on non-approved purposes, and ordering the return of monies spent on non-approved purposes. So long as any such action is pending, distribution of any funds to the relevant Participating Local Government shall be suspended and held in trust by the Trustee or national Settlement Administrator(s) and shall only resume after the action is resolved. Once the action is resolved, suspended payments to the Participating Local Government shall resume, less any amounts ordered returned that have not yet been returned as of the date of the resumption of suspended payments.

**Settlement Document**  
**Binding on State of Georgia When Executed by Georgia AG / Governor**

- j. Attorney's fees and costs are not recoverable in actions brought under this Section.

V. Litigation Bar

- a. All Parties expressly acknowledge that this 2023 MOU qualifies under O.C.G.A. § 10-13B-2(a)(4)(E) and that each of the Opioid Settlements is a state-wide opioid settlement as that term is defined in O.C.G.A. § 10-13B-2(4).

VI. Attorney's Fees; Costs and Expenses

- a. Section VII of the 2022 MOU is incorporated by reference as though fully set forth herein.

VII. Future Agreements and Negotiations

- a. Nothing in this Memorandum shall bind the Parties concerning any future opioid settlements other than the ones expressly contemplated in (1) this Memorandum or (2) any amendments to this Memorandum made pursuant to Section VIII.b. Other than those Released Entities who are parties to the Opioid Settlements, the Parties are free to engage in settlement negotiations with any Opioid Defendants without prior consent or participation of any other party to this Memorandum.
- b. The Parties shall endeavor, insofar as is reasonably practicable, to keep each other apprised of future negotiations concerning future opioid settlements. Nothing in this provision shall require the parties to violate any duty, obligation, or promise of confidentiality, non-disclosure agreement, common interest agreement, court order concerning non-disclosure, or similar non-disclosure obligation concerning negotiations regarding future opioid settlements. For the avoidance of doubt, LGs shall not be required to disclose, among other things, any information relating to negotiations between groups of local governments and Opioid Defendants, and the State shall not be required to disclose, among other things, any information relating to negotiations between states or groups of states and Opioid Defendants.

**Settlement Document**  
**Binding on State of Georgia When Executed by Georgia AG / Governor**

VIII. Miscellaneous

- a. This Memorandum shall be governed by Georgia law.
- b. The Parties may make amendments to this Memorandum as necessary. Amendments shall be in writing and shall require the consent of all Parties to this Memorandum. Proposed amendments shall be circulated to all Parties through designated contacts provided in their Acknowledgement, after which Parties shall have 30 days to agree or object to the proposed amendment. Parties who do not respond shall be deemed to have consented to the amendment for purposes of this Section VIII.b.
- c. Jurisdiction and venue regarding any disputes between or among the Parties concerning this Memorandum or the interpretation thereof shall lie in the Superior Court of Gwinnett County, Georgia.
- d. This Memorandum terminates automatically with respect to any Opioid Settlement in the event such Opioid Settlement(s) is(are) terminated by the parties to them.
- e. By entering into this Memorandum, a local government agrees to participate in each of the five Opioid Settlements, provided, however, an LG that has bellwether claims as described in O.C.G.A. § 10-13B-3(b) may choose to participate only in Opioid Settlements against non-bellwether defendants.<sup>1</sup>
- f. If less than 65% of the litigating LGs participate in the Opioid Settlements, this Memorandum is voidable by the State.

\* \* \* \* \*

---

<sup>1</sup> In the event an LG elects to participate in the Memorandum and in Opioid Settlement(s) against non-bellwether defendants as permitted under this Section VIII.e, the Memorandum shall apply to that LG only as to the Opioid Settlement(s) in which it is participating.

**Settlement Document**  
**Binding on State of Georgia When Executed by Georgia AG / Governor**

ATTACHED EXHIBITS:

EXHIBIT 1: ACKNOWLEDGEMENT AND AGREEMENT TO BE  
BOUND TO MEMORANDUM OF UNDERSTANDING

**Settlement Document  
Binding on State of Georgia When Executed by Georgia AG / Governor**

**EXHIBIT 1**

**ACKNOWLEDGEMENT AND AGREEMENT  
TO BE BOUND BY MEMORANDUM OF UNDERSTANDING**

WHEREFORE, the undersigned, as a duly-appointed representative of the below-referenced entity, acknowledges the following:

- \_\_\_\_\_ [NAME OF ENTITY] has received the **State of Georgia and Local Governments: Memorandum of Understanding Concerning National Settlements with Teva Pharmaceutical Industries Ltd., Allergan Finance, LLC, Walmart Inc., CVS Health Corporation and CVS Pharmacy, Inc., and Walgreen Co.**
- The undersigned is a duly-appointed representative of \_\_\_\_\_ [NAME OF ENTITY], and has the authority to execute this document and bind \_\_\_\_\_ [NAME OF ENTITY] to the Memorandum.
- \_\_\_\_\_ [NAME OF ENTITY] is either represented by legal counsel, or has the ability to obtain advice from legal counsel, concerning the contents and implication of the Memorandum.
- The undersigned, on behalf of \_\_\_\_\_ [NAME OF ENTITY], understands and acknowledges the terms of the Memorandum, and \_\_\_\_\_ [NAME OF ENTITY] agrees to be bound by its terms.
- No party is under duress or undue influence.

/s/ \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Entity: \_\_\_\_\_

**Designated Contact for Purposes of Section VIII.b:**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_



DAWSONVILLE CITY COUNCIL  
EXECUTIVE SUMMARY FOR  
AGENDA ITEM # 7d

---

SUBJECT: APPROVE RESOLUTION #R2023-03 CITY OF ETHICS RECERTIFICATION

CITY COUNCIL MEETING DATE: 04/17/2022

---

BUDGET INFORMATION: GL ACCOUNT # \_\_\_\_\_

Funds Available from: \_\_\_\_\_ Annual Budget \_\_\_\_\_ Capital Budget Other \_\_\_\_\_

Budget Amendment Request from Reserve: \_\_\_\_\_ Enterprise Fund \_\_\_\_\_ General Fund

---

PURPOSE FOR REQUEST:

**TO REQUEST APPROVAL FOR RESOLUTION #R2023-03 TO RECERTIFY THE CITY AS A CITY OF ETHICS THROUGH GMA**

---

HISTORY/ FACTS / ISSUES:

**CITY HAS PARTICIPATED IN THE CITY OF ETHICS PROGRAM WITH GMA SINCE INDUCTION. RECERTIFICATION IS REQUIRED EVERY FOUR YEARS.**

---

OPTIONS:

---

RECOMMENDED SAMPLE MOTION:

---

REQUESTED BY: Beverly A. Banister, City Clerk

**RESOLUTION #R2023-03**

**ETHICS RESOLUTION OF THE CITY OF DAWSONVILLE**

**WHEREAS**, the Board of Directors of the Georgia Municipal Association has established a Certified City of Ethics program; and,

**WHEREAS**, the City of Dawsonville is an existing Certified City of Ethics and wishes to be recertified as a Certified City of Ethics under the GMA Program; and,

**WHEREAS**, the City of Dawsonville has had an Ethics Ordinance in place since 2000 and most recently amended in 2019 and the same being codified at Sections 2-75 through 2-86 of Chapter II, Article III, Division 2 of the Code of the City of Dawsonville, Georgia ; and,

**WHEREAS** part of the recertification process requires the Mayor and Council to subscribe to the ethics principles approved by the GMA Board;

**NOW THEREFORE BE IT RESOLVED** by the governing authority of the City of Dawsonville, Georgia, that as a group and as individuals, the governing authority subscribes to the following ethics principles and pledges to conduct its affairs accordingly:

- \* Serve Others, Not Ourselves
- \* Use Resources With Efficiency and Economy
- \* Treat All People Fairly
- \* Use The Power of Our Position For The Well Being Of Our Constituents
- \* Create An Environment Of Honesty, Openness And Integrity

**RESOLVED** this \_\_\_\_\_ day of April 2023.

**By: MAYOR AND DAWSONVILLE CITY COUNCIL**

\_\_\_\_\_  
Mike Eason, Mayor

\_\_\_\_\_  
Caleb Phillips, Councilmember Post 1

\_\_\_\_\_  
William Illg, Councilmember Post 2

\_\_\_\_\_  
John Walden, Councilmember Post 3

\_\_\_\_\_  
Mark French, Councilmember Post 4

Attest:

\_\_\_\_\_  
Beverly A. Banister, City Clerk



DAWSONVILLE CITY COUNCIL  
EXECUTIVE SUMMARY FOR  
AGENDA ITEM # 7e

SUBJECT: APPROVE 2022 GMA ANNUAL CONVENTION AND TRAINING

CITY COUNCIL MEETING DATE: 04/17/2023

BUDGET INFORMATION: GL ACCOUNT # \_\_\_\_\_

Funds Available from: \_\_\_\_\_ Annual Budget \_\_\_\_\_ Capital Budget Other \_\_\_\_\_

Budget Amendment Request from Reserve: \_\_\_\_\_ Enterprise Fund \_\_\_\_\_ General Fund

PURPOSE FOR REQUEST:

**TO APPROVE GMA CONVENTION EXPENSES FROM 06/22 – 06/27/2023 FOR COUNCILMEMBER WALDEN TO INCLUDE REGISTRATION, TRAINING, LODGING, PER DIEM AND MILEAGE.**

**APPROXIMATE TOTAL IS \$4,505**

**\$1,105 (REGISTRATION AND TRAINING) TO BE PAID OUT OF FY2023 BUDGET; CHARGED ON CREDIT CARD TO RESERVE**

**BALANCE WILL BE PAID OUT OF FY2024 BUDGET WHEN RECEIVED AFTER CONVENTION; WILL NOT BE ACCRUED FOR FY 2023**

HISTORY/ FACTS / ISSUES:

**APPROXIMATE BREAKDOWN**

<b>CONVENTION/TRAINING</b>	<b>\$1,105</b>
<b>LODGING/PARKING**</b>	<b>\$2,278</b>
<b>PER DIEM</b>	<b>\$ 720 (MEAL AND DAILY PER DIEM)</b>
<b>MILEAGE</b>	<b><u>\$ 402</u></b>
	<b>\$4,505</b>

**\*\* Pending reduction of approximately \$1000 for lodging cost; GMA is working on receiving additional block room rates for hotels.**

OPTIONS:

**APPROVE, AMEND, DENY OR TABLE**

REQUESTED BY: Beverly A. Banister, City Clerk



## Beverly Banister

---

**From:** John Walden  
**Sent:** Thursday, March 30, 2023 10:17 AM  
**To:** Beverly Banister  
**Subject:** Fwd: Registration Confirmed - 2023 Annual Convention

John Walden  
City of Dawsonville  
Council Member, Post 3  
415 Hwy 53 East  
Dawsonville, GA 30534  
678-267-8527

---

**From:** Registration Coordinator <registration@gacities.com>  
**Sent:** Thursday, March 30, 2023 10:04:01 AM  
**To:** John Walden <john.walden@dawsonville-ga.gov>  
**Subject:** Registration Confirmed - 2023 Annual Convention



Dear John,

Your registration has been confirmed. Please save this email for future reference.

Event: 2023 Annual Convention

Attending: John Walden

Confirmation Number: 2QNY6QMS7RG

Registration Information

# John Walden

GMA Members Conference Registration

## Questions

**Do you have any dietary restrictions?**

No

**Will this be your first time attending the GMA Annual Convention?**

No

How many GMA conventions have you attended?

1 to 5

**Do you require any ADA accommodations?**

No

**How long have you been in office?**

1 to 5 years

## Sessions

June 23, 2023

8:15 AM - 3:15 PM

Economic Development\*

June 24, 2023

8:15 AM - 11:15 AM

Municipal Annexation: Growing Pains and Growth Spurts

June 27, 2023

8:15 AM - 11:15 AM

Current Issues Class: Municipal Law Update 2023

To Reserve Your Hotel Room, please use the link below.

[RESERVE YOUR HOTEL ROOM](#)

[View or modify your registration](#)

[Event Terms and Conditions](#)

Sincerely,

Registration Coordinator

registration@gacities.com

If you no longer want to receive emails from Registration Coordinator, please [Opt-Out](#).

Your payment for the 2023 Annual Convention event has been successfully processed. Please save this email for your records.

**Transaction Information**

Item	Transaction Information	Quantity	Amount
GMA Members Conference Registration	\$450.00	1	\$450.00
Municipal Annexation: Growing Pains and Growth Spurts	\$180.00	1	\$180.00
Economic Development*	\$295.00	1	\$295.00
Current Issues Class: Municipal Law Update 2023	\$180.00	1	\$180.00
<b>Transaction Total</b>			<b>\$1,105.00</b>

Registration Confirmation Number: 2QNY6QMS7RG

[View your registration](#)

If you have any questions about this transaction or email, please contact Registration Coordinator directly at registration@gacities.com.



**Sara Beacham**

**From:** Holiday Inn Express <HolidayInnExpress@tx.ihg.com>  
**Sent:** Thursday, March 30, 2023 2:43 PM  
**To:** Sara Beacham  
**Subject:** Your Reservation Confirmation # 22320024 at Holiday Inn Express Hotels & Resorts.

Thank you for booking with Holiday Inn Express Hotels & Resorts.

[View with Images](#)



AN IHG HOTEL

[Brand Experience](#) | [Make a Reservation](#) | [IHG One Rewards](#) | [Need Help?](#)

## HOLIDAY INN EXPRESS SAVANNAH-HISTORIC DISTRICT

199 East Bay Street  
Savannah, GA United States 31401

**Hotel Front Desk:** 19122319000  
**Email:** wendy.mcbride@holidayinnexpresssavannah.com

**Guest Name:** JOHN WALDEN

<b>Check In:</b>	<b>Check Out:</b>	<b>Rooms:</b>
22 Jun 2023	— 27 Jun 2023	1
4:00 PM	11:00 AM	

[Modify Reservation](#)

[Customer Care](#)

[Property Overview](#)

[Download the IHG App](#)

[Ground Transportation](#)

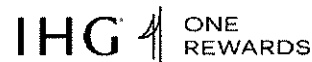
[Cancel Reservation](#)

**YOUR CONFIRMATION NUMBER IS: 22320024**

**1 KING BED STANDARD WALK IN SHOWER**

**Rate Type:** Daily Parking Pkg  
**Number of Rooms:** 1

**Room Rate Per Night:**  
Thu 22 Jun 2023 - Fri 23 Jun 2023      \$294.00 (USD)



Earn points on your stay, redeem them for Rewards Nights, and get our best rates every time.

[Join IHG Rewards Now](#)

Fri 23 Jun 2023 - Sun 25 Jun 2023 \$564.00 (USD)  
Sun 25 Jun 2023 - Tue 27 Jun 2023 \$284.00 (USD)

**Total Taxes:** \$263.70 (USD)  
**Additional Charges:** \$25.00 (USD)

**Estimated Total Price:** \$2,278.70 (USD)

[View More Reservation Details](#)

**Cancellation Policy:** Canceling your reservation before 6:00 PM (local hotel time) on Tuesday, 20 June, 2023 will result in no charge. Canceling your reservation after 6:00 PM (local hotel time) on 20 June, 2023, or failing to show, will result in a charge equal to the first night's stay per room to your credit card or other guaranteed payment method. Taxes may apply. Failing to call or show before check-out time after the first night of a reservation will result in cancellation of the remainder of your reservation.

**Rate Description:** Package includes room accommodations and valet parking with unlimited in and out access for one vehicle each night booked at this rate. Unused package components are nonrefundable.

## HOTEL INFORMATION:

Don't forget to take a look at the latest [Travel Advisories](#) before embarking on your trip.

**Daily Valet Parking Fee:** \$39.00 (USD)

**Payment Card Authorization Form:** If this room is booked on behalf of another person, [please follow these instructions](#) to authorize payment.

**Pet Policy:** Please accept our apologies, however the Holiday Inn Express Savannah Historic District does not accept pets. Kennels are located nearby.

**Estimated Earnings:**  
19900 IHG REWARDS POINTS

## THINGS TO DO

Make the most of your stay, check out local information and nearby attractions.

[See What's Local](#)

## PLACES TO DINE

Explore Savannah dining and restaurants in the nearby area.

[See What's on the menu](#)

## RATE YOUR SERVICE

Thank you for calling our Reservations department. Please provide feedback for your phone representative.

[Give Your Feedback](#)



DAWSONVILLE CITY COUNCIL  
EXECUTIVE SUMMARY FOR  
AGENDA ITEM # 8

---

SUBJECT: EMPLOYEE RECOGNITION

CITY COUNCIL MEETING DATE: 04/17/2023

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BUDGET INFORMATION: GL ACCOUNT # \_\_\_\_\_

Funds Available from: \_\_\_\_\_ Annual Budget \_\_\_\_\_ Capital Budget Other \_\_\_\_\_

Budget Amendment Request from Reserve: \_\_\_\_\_ Enterprise Fund \_\_\_\_\_ General Fund

---

PURPOSE FOR REQUEST:

TO RECOGNIZE AND PRESENT THE FOLLOWING:

- **SERVICE AWARDS FOR APRIL 2023**
  - **MARCH 2023 EMPLOYEE OF THE MONTH**
  - **EMPLOYEE OF THE FIRST QUARTER**
- 

HISTORY/ FACTS / ISSUES:

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OPTIONS:

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RECOMMENDED SAMPLE MOTION:

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REQUESTED BY: Bob Bolz, City Manager



DAWSONVILLE CITY COUNCIL  
EXECUTIVE SUMMARY FOR  
AGENDA ITEM # 9

---

SUBJECT: **PROCLAMATION: ADMINISTRATIVE PROFESSIONAL'S DAY, APRIL 26, 2023**

CITY COUNCIL MEETING DATE: 04/17/2023

---

BUDGET INFORMATION: GL ACCOUNT # \_\_\_\_\_

Funds Available from: \_\_\_\_\_ Annual Budget \_\_\_\_\_ Capital Budget Other \_\_\_\_\_

Budget Amendment Request from Reserve: \_\_\_\_\_ Enterprise Fund \_\_\_\_\_ General Fund

---

PURPOSE FOR REQUEST:

**TO READ PROCLAMATION FOR ADMINISTRATIVE PROFESSIONAL'S DAY**

---

HISTORY/ FACTS / ISSUES:

---

OPTIONS:

---

RECOMMENDED SAMPLE MOTION:

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REQUESTED BY: Bob Bolz, City Manager



# Proclamation

## Administrative Professionals Day

### April 26, 2023



**WHEREAS**, administrative professionals play an essential role in coordinating the office operations of businesses, government, educational institutions, and other organizations;

**WHEREAS**, administrative professionals are vital contributors in today's team-oriented work environment and are key front-line public relations ambassadors for their organizations; and

**WHEREAS**, the work of administrative professionals today requires advanced knowledge and expertise in communications, computer software, office technology, project management, organization, customer service and other vital office management responsibilities, and most importantly, have the willingness to learn and accept new challenges; and

**WHEREAS**, Administrative Professionals Day is observed annually in workplaces around the world to recognize the important contributions of administrative support staff and has been sponsored by the International Association of Administrative Professionals since 1952;

**NOW, THEREFORE**, I, Mike Eason, Mayor of the City of Dawsonville, do hereby proclaim April 26, 2023 as Administrative Professionals Day.

In Witness Whereof, I have set my hand and seal this 17th day of April, 2023.

---

Mike Eason, Mayor

ATTEST:

---

Beverly Banister, City Clerk







# DAWSONVILLE CITY COUNCIL EXECUTIVE SUMMARY FOR AGENDA ITEM # 10

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SUBJECT: ZA-C2300085

CITY COUNCIL MEETING DATE: 04/17/2023

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BUDGET INFORMATION: GL ACCOUNT # \_\_\_\_\_

- Funds Available from: \_\_\_\_\_ Annual Budget: \_\_\_\_\_ Capital Budget: Other \_\_\_\_\_
- Budget Amendment Request from Reserve: \_\_\_\_\_ Enterprise Fund: \_\_\_\_\_ General Fund

---

PURPOSE FOR REQUEST: **APPROVE, DENY OR TABLE**

Kevin Lalani has applied for a zoning amendment for TMP D03 056, located at 514 Academy Ave. from CBD (Central Business District) to TB (Town Business District). Public Hearing Dates: Planning Commission on March 13, 2023, and City Council on March 20, 2023. **City Council for a decision on April 17, 2023.**

HISTORY/ FACTS / ISSUES:

- Applicant is requesting to rezone from CBD (Central Business District to TB (Town Business District).
- Property contains an abandoned residential structure.
- Applicant is proposing a mixed-use development standalone coffee/eatery shop and office spaces.
- Property falls within the Post 3 Council district.
- The Planning Commission, during the regular meeting, on March 13, 2023, approved the rezoning request without conditions.

---

OPTIONS:

---

RECOMMENDED SAMPLE MOTION:

DEPARTMENT: Planning and Zoning

REQUESTED BY: Stacy Harris

Planning and Zoning Department  
415 Highway 53 E. Suite 100  
Dawsonville, Georgia 30534



(706) 265-3256  
[www.dawsonville-ga.gov](http://www.dawsonville-ga.gov)

## STAFF REPORT

**TO:** Mayor and Council  
**DATE:** March 14, 2023  
**FROM:** Stacy Harris, Planning and Zoning  
**SUBJECT:** 514 Academy Ave ZA – C2300085

**Request:**

Kevin Lalani has applied for a zoning amendment for TMP D03 056, located at 514 Academy Ave. from CBD (Central Business District) to TB (Town Business District). Public Hearing Dates: Planning Commission on March 13, 2023, and City Council on March 20, 2023. City Council for a decision on April 17, 2023.

**Background:**

The property is in the Historic District and in Post 3 Council district. Additionally, the property is adjacent to the future Dawsonville Town Center.

**Staff Analysis:**

The surrounding properties adjacent to the subject property are zoned Town Business and Central Business District. The property, which has an abandoned residential structure has a lot size of 1.023-acre.

The Planning Commission held a public hearing on March 13, 2023, and approved the zoning amendment for the property without conditions. The request is in line with the current Comprehensive Plan.

Applicant is proposing a mixed-use development standalone coffee/eatery shop and office spaces. Attached is the letter of intent.



City of Dawsonville

415 Highway 53 East, Suite 100
Dawsonville, GA 30534
(706) 265-3256

Zoning Amendment
Application

Application#: 2A-C2300085
Applicant Name(s): Lalani, Kevin
Address: 131 Prominence Court, Suite 140 City: Dawsonville Zip: 30534
Cell Phone: [redacted] Email: [redacted]
Signature(s): Kevin Lalani Date:
Property Address: 514 Academy Ave Dawsonville, GA 30534
Directions to Property from City Hall: North on Shoal Creek 0.1 miles, East on Hwy 9 0.1 miles
Right on Hwy 53 0.08 miles to SW corner of Hwy 53 + Academy intersection.
Tax Map Parcel #: D03 056 Current Zoning: CBD
Land Lot(s): LL 441 District: 04 Section: 1
Subdivision Name: NA Lot#:
Acres: 1.023 Current use of property: Residential Abandoned
Has a past request of Rezone of this property been made before? NO If yes, provide ZA#

The applicant request:

Rezoning to Zoning category: TB Conditional Use permit for: NA

Proposed use of property if rezoned: Commercial

Residential #of lots proposed: NA Minimum lot size proposed: NA (Include Conceptual Plan)

Amenity area proposed: NA, if yes, what

If Commercial: total building area proposed: (Include Conceptual Plan)

Utilities:(utilities readily available at the road frontage): X Water X Sewer X Electric X Natural Gas

Proposed Utilities:(utilities developer intends to provide) X Water X Sewer X Electric X Natural Gas

Road Access/Proposed Access: (Access to the development/area will be provided from)

Road name: Academy Ave Type of Surface: Asphalt

- Failure to complete all sections will result in rejection of application and unnecessary delays.
I understand that failure to appear at a public hearing may result in the postponement or denial of this application.

Kevin Lalani
Signature of Applicant

2/10/23
Date

Table with 2 columns: Office Use Only (Date Completed Application Rec'd, Date of Planning Commission Meeting, Date of City Council Meeting, Date of City Council Meeting, Approved by Planning Commission) and Amount Paid/Status (Amount Paid: \$600.00, Dates Advertised: 2.22.2023, Rescheduled for next Meeting, Approved by City Council: YES NO, Approved by Planning Commission: YES NO)

RECEIVED
FEB 10 2023
SH

**Property Owner Authorization**

I/We Vicki Looper/Pamela Haseton hereby swear that I / we own the property located at (fill in address and/or tax map & parcel #) 514 Academy Ave. Dawsonville, Ga. 30534 Parcel # D03-056 as shown in the tax maps and/or deed records of Dawson County, Georgia, and which parcel will be affected by the request.

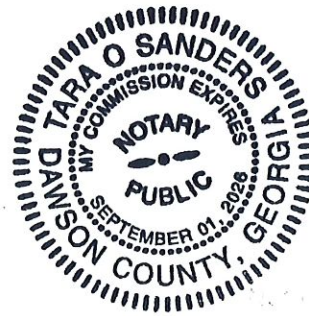
I hereby authorize the person(s), or entity(ies) named below to act as the applicant or agent in pursuit of the rezoning requested on this property. I understand that any rezone granted, and/or conditions or stipulations placed on the property will be binding upon the property regardless of ownership. The under signer below is authorized to make this application. The undersigned is aware that no application or reapplication affecting the same land shall be acted upon within 6 months from the date of the last action by the City Council.

Printed Name of Applicant or Agent Vicki Looper/Pamela Haseton  
Signature of Applicant or Agent Vicki Looper/Pamela Haseton Date 2/10/23  
Mailing Address 379 Pigeon Creek Drive  
City Dawsonville State Ga. Zip 30534

Sworn and subscribed before me on this

10<sup>th</sup> day of FEB 2023

[Signature]  
Notary Public, State of Georgia



My Commission Expires: 9-1-2026



131 Prominence Court  
Suite 140  
Dawsonville, Georgia 30534  
706.525.9496 (Phone)  
706.300.7178 (Cell)  
info@LDPOfga.com  
[www.LDPOfga.com](http://www.LDPOfga.com)

*Surveying - Land Planning - Consulting*

Feb 10th 2023

CLIENT: Kevin Lalani

Council and Mayor:

We are writing to formally request a zoning amendment change to tax parcel D03 050 located at the corner of HWY 53 and Academy Street in the city of Dawsonville. It is the intent of our client to construct a mixed use development consisting of a proposed stand alone donut shop as well as a stand alone office/retail strip center. The proposed development will be accessed through the adjacent property to the west. We will tie into existing sewer, water, gas, and electric. We look forward to working with the City of Dawsonville to create a mutually beneficial development that is consistent with the future land use plan of the city.

Respectfully,

Doug Sherrill, PLS



RESERVED FOR RECORDING INFORMATION

RESERVED FOR RECORDING INFORMATION

**SURVEY NOTES**

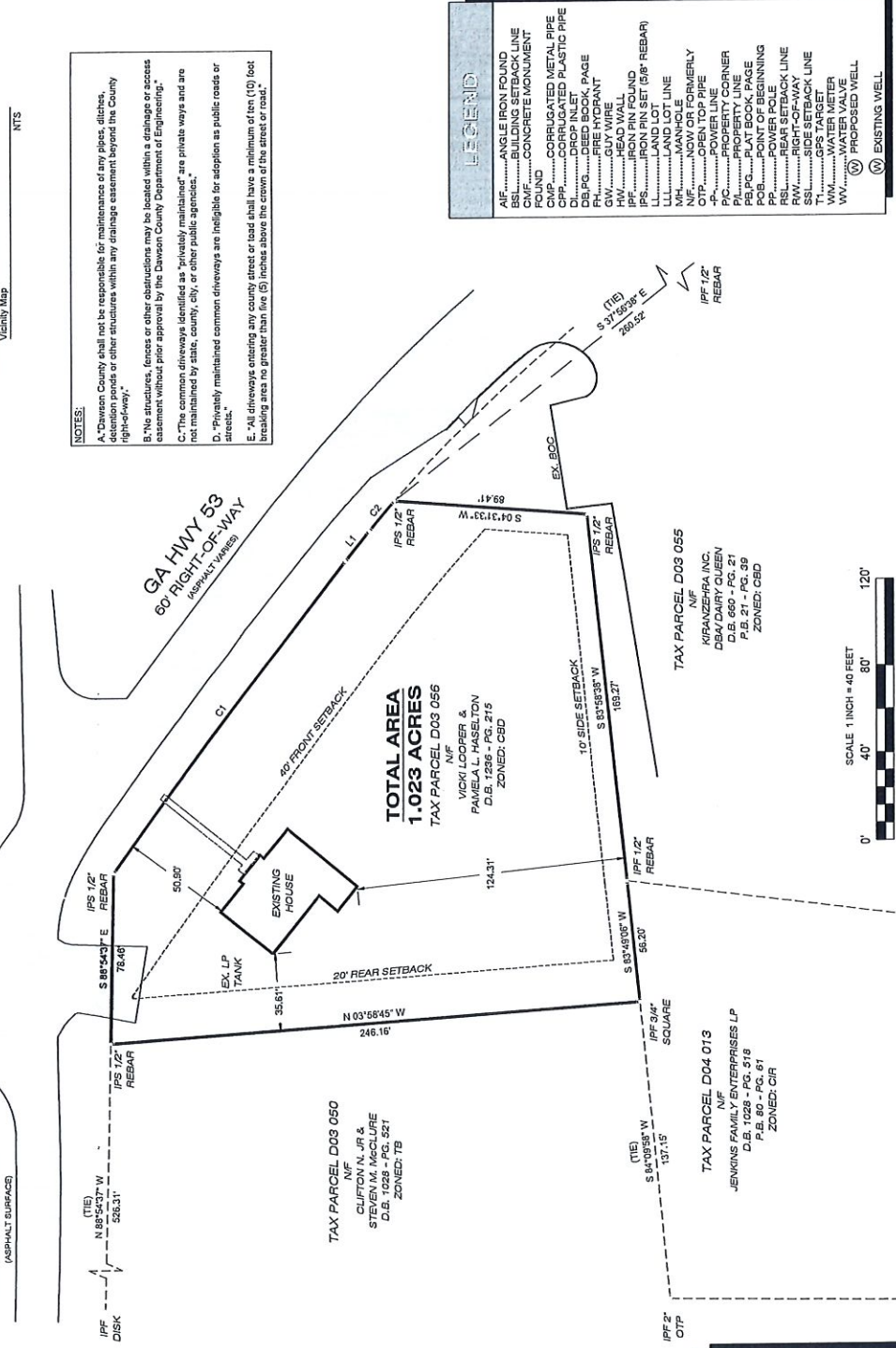
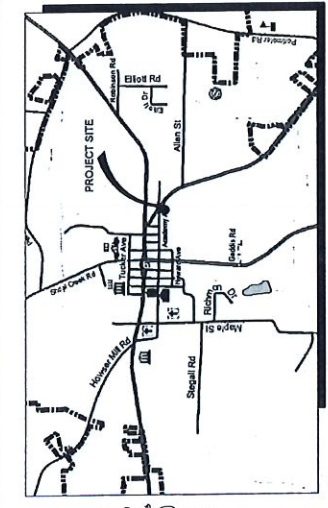
1. THE FIELD DATA UPON WHICH THIS PLAT IS BASED HAS A CLOSURE PRECISION OF ONE FOOT IN 69,054 FEET AND AN ANGULAR ERROR OF 02" PER ANGLE POINT, AND WAS ADJUSTED USING THE COMPASS RULE.
2. THIS PLAT HAS BEEN CALCULATED FOR CLOSURE AND IS FOUND TO BE ACCURATE WITHIN ONE FOOT IN 289,654 FEET.
3. EQUIPMENT USED: TOPCON GPT 3002W 2" FOR ANGULAR AND LINEAR MEASUREMENTS.
4. THIS SURVEY WAS PREPARED WITHOUT THE AID OF A TITLE SEARCH AND IS SUBJECT TO ANY AND ALL DISCLOSURES THAT A TITLE SEARCH MAY PRODUCE.
5. IN MY OPINION, THIS PLAT IS A CORRECT REPRESENTATION OF THE LAND PLATTED AND HAS BEEN PREPARED IN CONFORMITY WITH THE MINIMUM STANDARDS AND REQUIREMENTS OF THE GEORGIA PLAT ACT O.C.G.A. 15-6-07.
6. BY GRAPHICALLY SCALING, THIS PROPERTY IS NOT LOCATED IN 100 YEAR FLOOD ZONE. REFERENCE MAP: FLOOD INSURANCE RATE MAP, COMMUNITY-PANEL NUMBER: 138650111C, DATED 04/04/2016.

BAIS OF BEARING  
GRID NORTH GEORGIA WEST ZONE

ACADEMY AVENUE  
49.5' RIGHT-OF-WAY  
(IMPACT SURFACE)

**NOTES:**

- A. Dawson County shall not be responsible for maintenance of any pipes, ditches, easements, or other structures within any drainage easement beyond the County Right-of-Way.
- B. No structures, fences or other obstructions may be located within a drainage or access easement without prior approval by the Dawson County Department of Engineering.
- C. The common driveways identified as "privately maintained" are private ways and are not maintained by state, county, city, or other public agencies.
- D. "Privately maintained common driveways are ineligible for adoption as public roads or streets."
- E. All driveways entering any county street or road shall have a minimum of ten (10) foot breaking area no greater than five (5) inches above the crown of the street or road.



**LEGEND**

- AF.....ANGLE IRON FOUND
- BS.....BUILDING SETBACK LINE
- CMF.....CONCRETE MONUMENT
- CP.....CORRUGATED METAL PIPE
- DI.....DIP INLET
- DBPG.....DEED BOOK, PAGE
- FW.....FIRE HYDRANT
- HV.....HEAD VALVE
- IPF.....IRON PIN FOUND
- IPS.....IRON PIN SET (5/8" REBAR)
- LL.....LAND LOT LINE
- MA.....MANHOLE
- NF.....NOW OR FORMERLY
- OTF.....OPEN TOP PIPE
- PC.....PROPERTY CORNER
- PL.....PROPERTY LINE
- PBPG.....PLAT BOOK, PAGE
- PB.....POINT OF BEGINNING
- RSL.....REAR SETBACK LINE
- RW.....RIGHT-OF-WAY
- SSL.....SIDE SETBACK LINE
- TM.....TANK
- WV.....WATER VALVE
- WW.....WATER METER
- WV.....WATER VALVE
- WV.....PROPOSED WELL
- (M).....EXISTING WELL



Sheet No.  
1 of 1

Boundary Survey for:  
**ANITA LALANI**  
Located In:  
Land Lot 441 - 4th District - 1st Section  
Dawson County, Georgia

Revision Number	Date	Description
	Date: November 22, 2022	
	Field Date: November, 2022	
	DRAWN BY: JW	
	DWG FILE: ANITA LALANI	
	FIELD CREW: LDP	
	Job #: 5106.001	
	Checked By: DRB	
	Field Book: Carlson Surveyer 2	



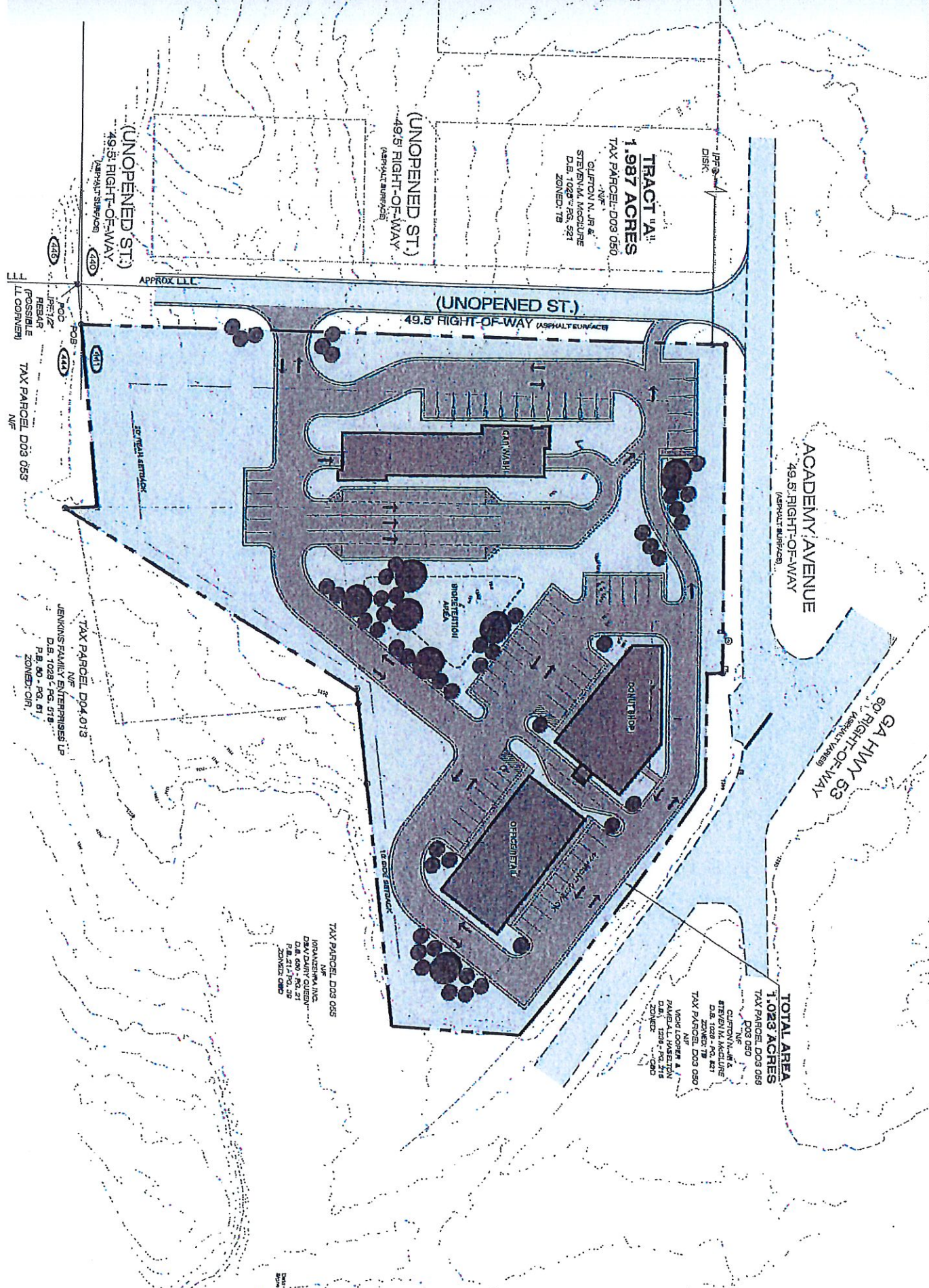
**SURVEYOR CERTIFICATIONS**

This plat is a retracement of an existing parcel or parcels of land and does not subdivide or create new parcels. The surveyor has reviewed the documents, maps, plats, or other instruments which created the parcel or parcels as stated herein. RECORDATION OF THIS PLAT DOES NOT IMPLY APPROVAL OF ANY LOCAL JURISDICTION, AVAILABILITY OF PERMITS, COMPLIANCE WITH LOCAL REGULATIONS OR REQUIREMENTS, OR SUITABILITY FOR ANY USE OR PURPOSE OF THE PARCELS. THE SURVEYOR'S LIABILITY IS LIMITED TO THE TECHNICAL STANDARDS AND REGULATIONS OF THE Georgia Board of Registration for Professional Engineers and Land Surveyors as set forth in O.C.G.A. Section 15-6-07.

Douglas R. Sherrill

LAND SURVEYING AND PLANNING  
GA #2395  
131 Prominence Court  
Dawsonville, GA 30534  
www.LDPga.com  
706.300.7178  
dougl@lppoiga.com  
LSF001192





**TRACT "A":**  
**1.987 ACRES**  
 TAX PARCEL: D03 050  
 GURFON, JR. &  
 STEVEN M. QUINNE  
 D.B. 1029-C, PG. 821  
 ZONED: T8

**(UNOPENED ST.)**  
 49.5' RIGHT-OF-WAY  
 (ASPHALT SURFACE)

**(UNOPENED ST.)**  
 49.5' RIGHT-OF-WAY  
 (ASPHALT SURFACE)

**(UNOPENED ST.)**  
 49.5' RIGHT-OF-WAY (ASPHALT SURFACE)

**ACADEMY AVENUE**  
 49.5' RIGHT-OF-WAY  
 (ASPHALT SURFACE)

**GA HWY 53**  
 60' RIGHT-OF-WAY  
 (ASPHALT SURFACE)

**TOTAL AREA**  
**1.023 ACRES**  
 TAX PARCEL: D03 058

**TAX PARCEL: D03 050**  
 GURFON, JR. &  
 STEVEN M. QUINNE  
 D.B. 1029-C, PG. 821  
 ZONED: T8

**TAX PARCEL: D03 025**  
 IRVING, INC.  
 DEW DART OLEFIN  
 D.B. 1029-C, PG. 81  
 ZONED: C8D

**TAX PARCEL: D04 013**  
 JENKINS FAMILY ENTERPRISES LP  
 D.B. 1029-C, PG. 81  
 ZONED: C8D

**TAX PARCEL: D03 053**  
 POSSIBLE  
 (L. ORNEM)

**OWNER: ANITA E LAHAI**  
**PROPOSED REZONING PLAN**  
 Located In:  
 Land Lot 441 - 4th District - 1st Section  
 City of Dawsonville - Dawson County, Georgia



Revision No.	Date:	Description:

DATE: 2/16/2023  
 SHEET NO. 1 OF 1  
 DWG FILE: LALAI  
 PLOT DATE: 7/2022  
 JOB # 1100101  
 CHECKED BY: CHS  
 THIS SCALE: 1/8" = 1'-0"

**LAND SURVEYING AND PLANNING**  
 GA #2935  
 131 Prominence Court  
 Dawsonville, GA 30534  
 Office: 706-300-7178  
 www.LDPofga.com  
 dolp@ldpofga.com  
**LDP**  
 LAND DEVELOPMENT PROFESSIONALS

RECEIVED  
 FEB 19 2023

**City Council:**

John Walden  
Caleb Phillips  
William Illg  
Mark French



Mike Eason  
**Mayor**

Robert Bolz  
**City Manager**

Beverly Banister  
**City Clerk**

Harmit Bedi  
**Planning Director**

Stacy Harris  
**Zoning Admin Assistant**

**Planning Commission:**  
Randy Davis, Chairperson  
Alexis Noggle, Post 1  
Josh Nichols, Post 2  
Sandy Sawyer, Post 3  
Anna Tobolski, Post 4

415 Highway 53 East, Suite 100  
Dawsonville, GA 30534  
Office (706)265-3256  
[www.dawsonville-ga.gov](http://www.dawsonville-ga.gov)

**PUBLIC NOTICE**

The following public hearings will be conducted by the City of Dawsonville Planning Commission at 5:30 p.m. and/or the City Council beginning at 5:00 p.m. respectively on the dates indicated below. Public hearings are conducted in the Council Chambers on the second floor at City Hall located at 415 Hwy 53 East, Dawsonville, Georgia 30534. The public is invited to participate.

.....

**ZA C2300085:** Kevin Lalani has petitioned a zoning amendment for TMP D03 056, Located at 514 Academy Ave from CBD (Central Business District) to TB (Town Business District). Public Hearing Dates: Planning Commission on March 13, 2023, and City Council on March 20, 2023. City Council for a decision on April 17, 2023.

If you wish to speak on the requests, please contact City Hall for a CAMPAIGN DISCLOSURE form. ***This form is only needed if you have made campaign contributions in the amount of \$250.00 or more within 2 years prior to this date.***

*Those persons with disabilities who require reasonable accommodations in order to allow them to observe and/or participate in this meeting or who have questions regarding the accessibility of the meeting, should contact the Clerk at Dawsonville City Hall at 706-265-3256 at least two (2) business days prior to the meeting.*





# DAWSONVILLE CITY COUNCIL EXECUTIVE SUMMARY FOR AGENDA ITEM # 11

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SUBJECT: CU-0322018

CITY COUNCIL MEETING DATE: 04/17/2023

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BUDGET INFORMATION: GL ACCOUNT # \_\_\_\_\_

- Funds Available from: \_\_\_\_\_ Annual Budget: \_\_\_\_\_ Capital Budget: Other \_\_\_\_\_
- Budget Amendment Request from Reserve: \_\_\_\_\_ Enterprise Fund: \_\_\_\_\_ General Fund

---

PURPOSE FOR REQUEST:

**SEdge WREN, LLC IS REQUESTING A 6-MONTH EXTENSION ON THE APPROVED CONDITIONAL USE PERMIT TO OCTOBER 23, 2023.**

HISTORY/ FACTS / ISSUES:

- **PROPERTY IS IN POST 1 CITY COUNCIL MEMBER CALEB PHILLIPS DISTRICT.**
- **PROPERTY LOCATION: 11 MARIE DRIVE; 10.552 ACRES (VACANT LAND).**
- **HIGHWAY BUSINESS ZONING.**
- **PROPOSED USE IS MINI-STORAGE FACILITY, CLIMATE-CONTROLLED STORAGE FACILITY, OUTDOOR COVERED PARKING SPACES, AND NON-CLIMATE-CONTROLLED STORAGE.**
- **CONDITIONAL USE PERMIT APPROVED ON APRIL 23, 2018.**
- **CONDITIONAL USE PERMIT EXPIRED ON APRIL 22, 2020. THE APPLICANT HAD 24 MONTHS, FROM THE APPROVAL DATE TO ACT ON THE PERMIT.**
- **CONDITIONAL USE PERMIT EXTENDED UNTIL APRIL 23, 2023 AT THE 01/12/2023 CITY COUNCIL MEETING**

---

OPTIONS:

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RECOMMENDED SAMPLE MOTION:

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DEPARTMENT: Planning and Zoning

REQUESTED BY: Stacy Harris



**DEPARTMENT OF PLANNING AND ZONING**

**TO:** Mayor and City Council  
**DATE:** April 12, 2023  
**FROM:** Stacy Harris, Zoning Administrative Assistant  
**RE: Request for a 6-month extension of the Conditional Use Permit CU-0322018**

Owner: Sedge Wren, LLC, Buford  
Applicant: Corrie Gutherie, ENSITE Civic Consultants, LLC  
Address: 11 Marie Drive, Dawsonville TMP: D01 051  
Acreage: 10.552 Acres  
Zoning: HB (Highway Business)  
Proposed Use: Mini-Storage Facility, Climate-Controlled Storage Facility, Outdoor Covered Parking Spaces, and Non-Climate-Controlled Storage

**Conditional Use Permit APPROVED on April 23, 2018**  
**Conditional Use Permit EXPIRED on April 22, 2020**  
**Conditional Use Permit EXTENDED to April 23, 2023**

***Issue:***

The Conditional Use Permit was extended until April 23, 2023.

***Request:***

The applicant is requesting to extend the term of the approved Conditional Use Permit to October 23, 2023.

The request letter dated April 12, 2023, from the applicant is attached herewith.

***Mayor and Council:***

The applicant is requesting consideration to extend the Conditional Use Permit term (#CU-0322018) to October 23, 2023.

*"Engineering Site Solutions"*

Land Planning ~ Civil Design ~ Flood Studies ~ NPDES Inspections ~ Permitting

4224 Sweetwater Juno Rd • Dawsonville, GA • 30534

Corey Guthrie, PE • 770-597-8813 • corey.guthrie@ensiteconsulting.com

April 12, 2023

Mrs. Stacy Harris

City of Dawsonville

Planning & Zoning

RE: Request for Extension of Expiring Conditional Use Permit

SR 53 West – Sedge Wren Tract

Case #: CU – 032018

Dear Mrs. Harris,

This letter is to formally request another 6-month extension for the Conditional Use Permit (CU-032018) currently set to expire on April 23, 2023. With construction costs skyrocketing over the last 12 months, we have been forced to look at alternative solutions for stormwater management in particular, but otherwise creative solutions in general to help move this project forward in a feasible and viable way.

We humbly ask the City to consider another 6-month extension to the Conditional Use Permit to allow the opportunity to explore a few other design alternatives to enhance the viability of this project, one that will provide upscale storage solutions for the residents of Dawsonville.

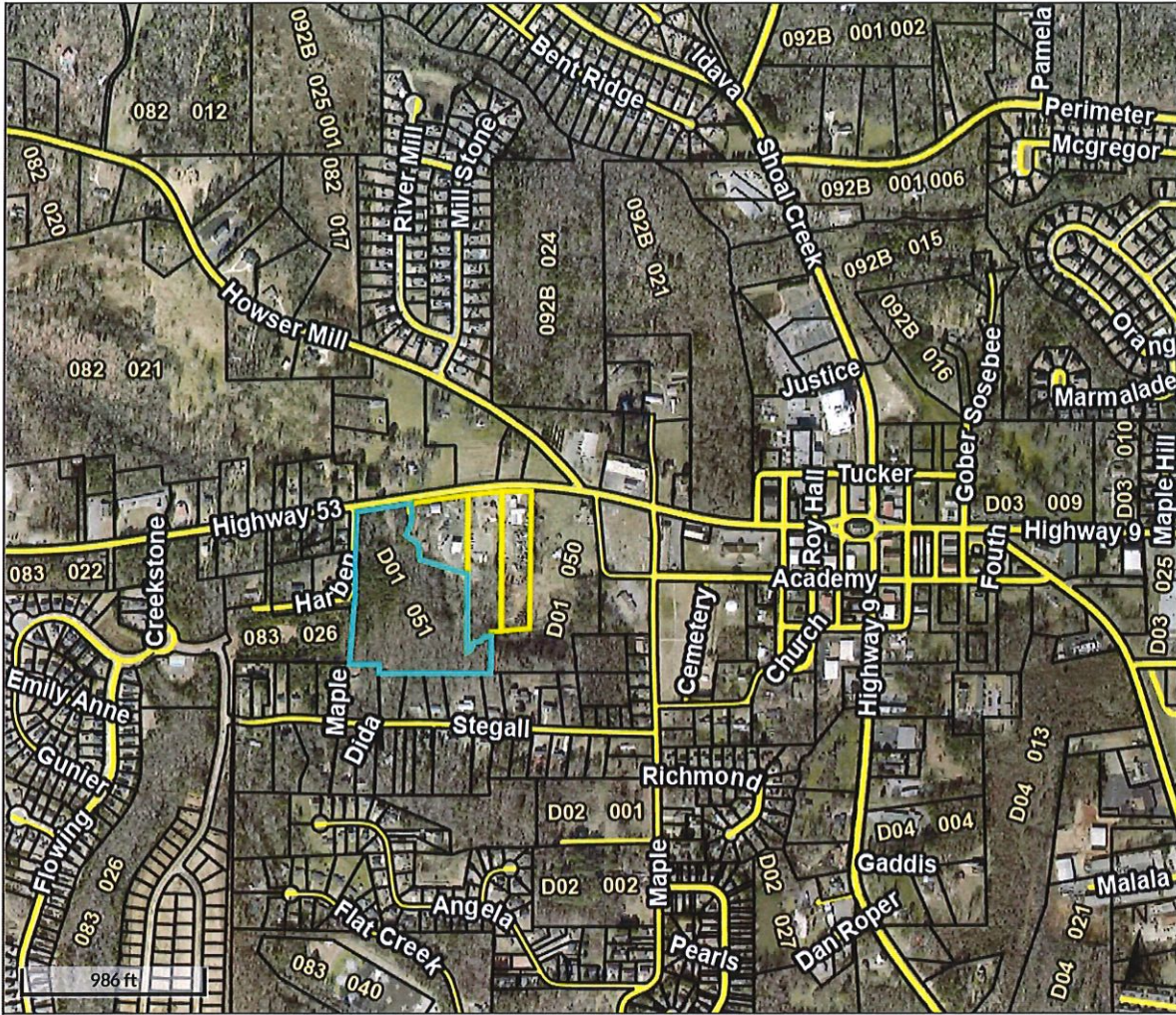
Sincerely,



Corey Guthrie, PE

Agent for Owner





Overview



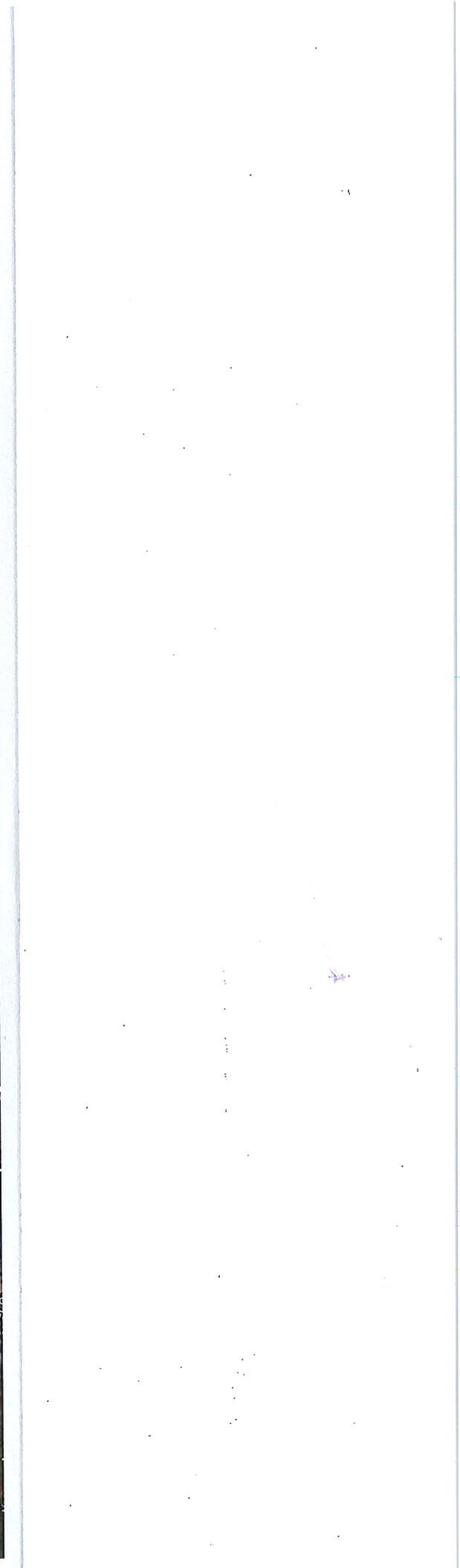
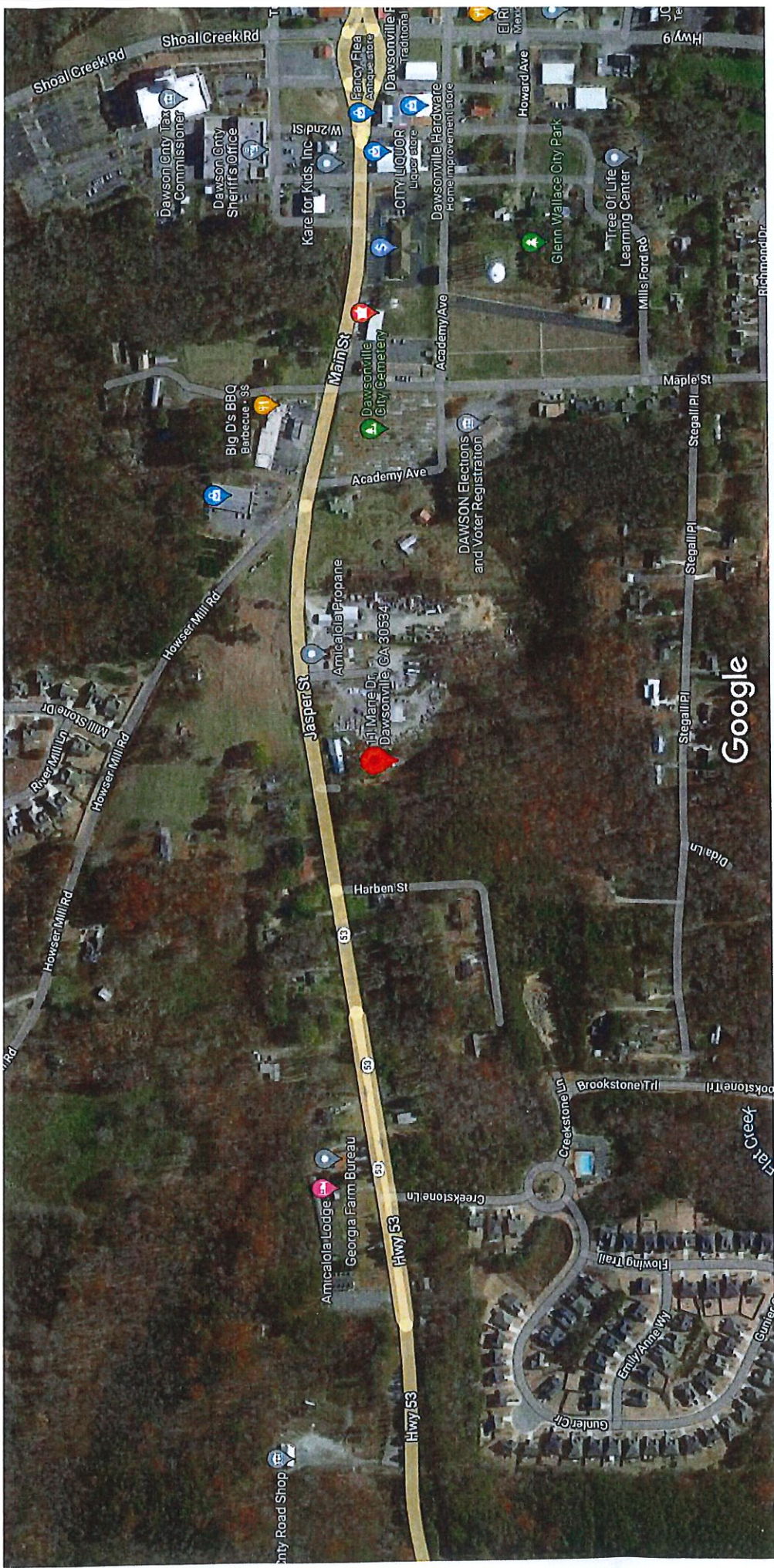
Legend



Parcel ID: D01 051  
Alt ID: 46  
Owner: SEDGE WREN DEVELOPMENT LLC  
Acres: 10.65  
Assessed Value: \$198600

Date created: 12/21/2022  
Last Data Uploaded: 12/20/2022 11:15:38 PM

Developed by  Schneider  
GEOSPATIAL





DAWSONVILLE CITY COUNCIL  
EXECUTIVE SUMMARY FOR  
AGENDA ITEM # 12

---

SUBJECT: AWARD COMPREHENSIVE DOWNTOWN STRATEGIC PLAN

CITY COUNCIL MEETING DATE: 04/17/2023

---

BUDGET INFORMATION: GL ACCOUNT # \_\_\_\_\_

Funds Available from: \_\_\_\_\_ Annual Budget \_\_\_\_\_ Capital Budget Other \_\_\_\_\_

Budget Amendment Request from Reserve: \_\_\_\_\_ Enterprise Fund \_\_\_\_\_ General Fund

---

PURPOSE FOR REQUEST:

**DEPARTMENT RECOMMENDATION FOR DOWNTOWN DEVELOPMENT COMPREHENSIVE STRATEGIC PLAN AWARD TO BE MADE TO THE PLANNING / ARCHITECTURE FIRM TSW.**

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HISTORY/ FACTS / ISSUES:

**STAFF AND COUNCILMAN ILLG MET WITH THE TOP THREE FIRMS FOR AN IN-PERSON PRESENTATION AND INTERVIEW, INCLUDING SOME DISCUSSION TO RE-WORK SCOPE ITEMS AND PRICING. FINAL RECOMMENDATION IS BASED ON RE-SUBMITTED PROPOSAL.**

---

OPTIONS:

**APPROVE OR REQUEST FURTHER INFORMATION.**

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RECOMMENDED SAMPLE MOTION:

**N/A**

---

REQUESTED BY: Amanda Edmondson, Director of Downtown Development

## Comprehensive Downtown Strategic Plan RFP Award Staff Recommendation:

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### Final staff recommendation: TSW

**Summary:** The City of Dawsonville received 7 viable proposals in response to the Strategic Plan RFP. The top three firms based on uniform criteria rankings by staff were chosen for an in-person presentation and interview session also attended by one council member. Some discussion of scope/pricing resulted in revised proposals and a clear best choice of product available for the price offered.

**Merits:** The final revised proposal ranks highest numerically by uniform criteria.

**Price:** Revised pricing resulted in all three final proposals at or around \$100,000; within the ARC grant total including City match. DRS was the exception at \$99,500; however, scope items were adjusted to reduce scope. TSW lowered their price original price and restructured some critical scope items.

**References:** All references were positive and favorable and often communities are continuing further work with these firms, except for DRS which received one strongly negative review.

**Value of Services Offered / Personnel & Experience:** TSW and MKSK received the strongest criteria scores based on methodologies offered in their proposals, with TSW staff exceeding others in experience and credentials.

### Overall / Distinguishing components of final proposal:

- TSW offers a primarily Atlanta-based team, offering experience and credentialed professionals directly involved at every level.
- The TSW team has the most experience with comparable projects in terms of scope, and factors involved.
- The TSW proposal provides a more in-depth product on the technical side, particularly the following key scope items:
  - Visual preference surveys.
  - 2 catalyst sites downtown.
  - A more extensive level of master-plan including some typologies, rather than just a conceptual plan.

TSW's final revised proposal is attached for reference.



---

PROPOSAL / DUE: FEBRUARY 6, 2023

# City of Dawsonville Comprehensive Downtown Strategic Plan



**SUBMITTED BY:**

TSW

**Primary Contact: Adam Williamson, Principal**

1447 Peachtree Street NE, Suite 850

Atlanta, GA 30309

Main: 404.873.6730

Direct: 470.751.2366

Email: [awilliamson@tsw-design.com](mailto:awilliamson@tsw-design.com)

Web: [www.tsw-design.com](http://www.tsw-design.com)

---

SECTION 1:

# TSW Team Overview

**TSW** is pleased to submit the following proposal to help the City of Dawsonville develop a Comprehensive Downtown Strategic Plan. The **TSW Team** has been assembled to bring expertise in community engagement, placemaking, urban design, land use planning, economics, and transportation strategies. The team will be managed by TSW, which will guide land use and zoning, urban design, community engagement, transportation, and implementation strategies. Assisting TSW is **KB Advisory Group** for market analysis and feasibility and redevelopment strategies.

---

## TSW

TSW is a full-service planning, architecture, and landscape architecture firm of talented professionals who work collaboratively to provide our clients with extraordinary designs for communities, buildings, and greenspaces. We were founded in Atlanta, Georgia, as a corporation in 1990. With approximately 40 full-time employees in our Atlanta, Georgia, headquarters and satellite offices in Tulsa, Oklahoma, and Chattanooga, Tennessee, our small office size allows our principals to be hands-on in every aspect of a project and enables more multidisciplinary collaboration.

For over 30 years, we have been proud to create award-winning plans that embody the principles of livable communities: walkability, sense of place, compelling public spaces, human-scaled buildings, and connectivity. We are involved in all stages of community planning and design, including outreach, visioning, coding, site planning, architecture, and streetscape design, and are proud to see many of our projects move from concept to completion in a range of diverse locations throughout the Southeast.

TSW's personnel includes 40 full-time employees, several of whom work in multiple studios. Our staff members include: 17 planners (9 with AICP accreditation), 7 registered landscape architects, 10 landscape designers, 4 registered architects, 10 project architect designers, 9 LEED Accredited Professionals, and 2 administrative employees. TSW is registered with SAM and has never been debarred or suspended pursuant to 2CFR Part 180.

### TSW Contact Information

**Adam Williamson, Principal**

1447 Peachtree Street NE, Suite 850,  
Atlanta, GA 30309  
Main: 404.873.6730 / Direct: 470.751.2366  
Email: [awilliamson@tsw-design.com](mailto:awilliamson@tsw-design.com)  
Web: [www.tsw-design.com](http://www.tsw-design.com)

## KB Advisory Group

KB Advisory Group (formerly Bleakly Advisory Group, Inc.), an Atlanta-based real estate and economic development advisory services firm, provides sought-after advice for public and private sector clients. Since 2001, KB Advisory Group (KB) has completed over 500 assignments encompassing real estate market and financial feasibility analysis, economic impact analysis, public-private partnership creation, and economic development consulting. The staff includes urban planners, housing and real estate market analysts, and economic and community development specialists. The firm assists a broad range of clients with creating and implementing real estate and economic development strategies. The firm serves clients in Georgia and throughout the Southeast. KB offers practical and insightful analysis of complex real estate and economic development-related matters and is known for answering tough real estate development industry questions. They often deal with developing, redeveloping, or repositioning significant real estate assets.

KB has provided implementation strategies for dozens of urban and regional planning efforts. KB partners with TSW regularly, working on economic development elements for similar assignments in cities and counties throughout the state, identifying market opportunities, and determining the feasibility of mixed-use downtown development plans. KB and TSW have collaborated successfully on 7 Comprehensive Plans since 2018 and completed 5 Downtown Livable Centers Initiative (LCI) Master Plans in the past five years.

### KB Advisory Group Contact Information

**Geoff Koski, President / Owner**

1447 Peachtree Street NE, Suite 610  
Atlanta, GA 30309  
Main: 404.845.3550 x1  
E: [geoff@kbagroup.com](mailto:geoff@kbagroup.com)  
Web: [www.kbagroup.com](http://www.kbagroup.com)

# Technical Approach

## Project Understanding

To help develop a Comprehensive Downtown Strategic Plan for Dawsonville, it is important for our team to understand the area's history, analyze current conditions, and most importantly, chart a future that allows the area to realize its full potential. Based on our current understanding of the downtown area, we believe that this process will allow the City to address several important questions, including:

- How do we attract and retain businesses, residents, and visitors?
- How do we build on recreational and cultural tourism in the area?
- How do we plan for the new, mixed-use town center that will connect physically and visually to the existing historic downtown area?
- How do we prioritize pedestrian infrastructure to ensure safe, convenient connectivity throughout the downtown area?
- How can we ensure that land use policies and zoning regulations are aligned for quality growth?
- How do we build on and expand park, open space, and recreational amenities?
- How do we ensure that the uniqueness and authenticity of Dawsonville is maintained?

We are confident that with strong leadership and engaged citizens, TSW and KB Advisory Group can help answer these questions and others through an open, honest, and transparent public conversation about the future of Dawsonville - one that balances current forces of change in the community with long-term values.

## Overall Methodology

The TSW Team has developed a base approach for this effort that offers flexibility with the project budget while accomplishing many of the goals set forth in the RFP. In addition to our base approach below, we have also included a menu of optional services that will enhance the planning process but can be refined based on available funding.

## Phase 1: Initiate + Understand

**1.1: Initial consultation session and site visit** with City staff to finalize: study area boundary; available data resources; detailed schedule for meetings, review periods, and deliverables; community engagement strategies, activities, and dates (City will be responsible for providing meeting spaces and outreach efforts not contained herein); and roles and responsibilities.

**1.2: Collect available data** from local, regional, state, and private resources as determined in the Initial Consultation Session. Note: City of Dawsonville to provide available GIS data.

**1.3: Conduct an assessment of any existing codes and planning studies** to understand and build on the work already accomplished and avoid duplication of efforts.

### 1.4: Prepare land use and zoning analysis

- Identify existing land use patterns
- Identify vacant and underutilized buildings and land, including infill development opportunities
- Examine future land use policies

**1.5: Prepare real estate marketing analysis** focusing on supply and demand, including:

- Define the market area and its surroundings
- Review overall development patterns in the downtown and surrounding market area
- Evaluate key sites for development potential
- Assess critical assets in the area - education, cultural diversity, tourism, government facilities

---

## SECTION 2: TECHNICAL APPROACH

- Evaluate traffic patterns on key roadways that may impact real estate demand
- Assess key factors that impact real estate demand – population and household growth, age and generational profiles, market segmentation analysis of household characteristics, employment and income characteristics of the region and local area, housing retail spending patterns and future potential, daytime population and commuting patterns, and tourism trends
- Analyze residential demand and suggest potential future demand for for-sale and for-rent residential
- Analyze non-residential demand and suggest potential future demand for retail, office, and hospitality
- Provide analysis and recommendations for the creation of any new zone, district, or changes to the boundaries of existing districts to facilitate proper plan implementation (for example a redevelopment district, CID or rural zone).

### 1.6: Prepare transportation analysis

- Review transportation plans and available traffic data
- Assess existing street network connectivity and circulation
- Inventory and assess pedestrian and bicycle facilities, including ADA facilities
- Inventory and assess parking supply

## Phase 2: Engage + Discover

**2.1: Conduct Public Kick-off Meeting** to introduce the Downtown Strategic Plan process and gather feedback. Potential meeting activities may include:

- Presentation of existing conditions and analyses
- Develop community visioning goals
- Interactive session with a Visual Preference Session (VPS)

**2.2: Conduct Community Design Workshop** that focuses on the entire downtown area and the new town center. Working as a whole group for some activities and in specified teams for others, TSW will lead groups and activities that focusing on sustainability, connectivity, land use patterns, retail and housing options, development identity, architectural character and scale, historical sensitivity, public open spaces, and key building placement.

**2.3: Conduct Final Plan Open House** focusing on presenting recommendations and implementation plan to the community for review and comments. Participants will have the opportunity to submit feedback anonymously or talk one-on-one to TSW Team members. We envision the Open House as a fun community experience for participants.

## Phase 3: Guide the Future

**3.1: Develop a draft Community Transformation Strategy** that includes goals and ideas developed during Phase 2: Engage + Discover and that is supported with project recommendations, policy recommendations, visioning graphics, site plans, street sections, etc. Key deliverables will include, but not be limited to:

- Land use and zoning strategies addressing desired development character (height, density, etc.)
- Detailed planning for the new town center area, including regulatory recommendations, visioning graphics (see Task 3.2)
- Detailed planning for two (2) catalytic sites in the downtown area, including regulatory recommendations, visioning graphics (see Task 3.2)
- Appropriate recommended mix of commercial, residential, hospitality, entertainment, events, and mixed-use development
- Physical and financial analyses of new town center area and catalytic sites
- Placemaking strategies focusing on beautification, urban design, and historic preservation
- Transportation strategies addressing traffic calming, pedestrian and bicycle infrastructure, and parking
- Quality of Life strategies addressing public spaces, public art, wayfinding, cultural/historic amenities, and sustainability

---

## SECTION 2: TECHNICAL APPROACH

**3.2: Develop additional visioning graphics, maps, and narrative** as needed to support the recommendations, including, but not limited to: streetscape sections, plan renderings, photo imagery, and phasing of potential improvements.

**3.3 Develop 3D modeling/perspectives** that communicates the overall vision of the Community Transformation Strategy and focus on key areas/catalytic sites (up to three (3) computer-generated perspective renderings).

**3.4: Develop implementation plan** that describes the organizational structure and processes that will be used to help ensure that recommendations are implemented. The team will focus on collaboration opportunities with other organizations, strategies to ensure continued support from local elected officials, citizens, and businesses, and recommendations for property acquisition and/or easements to facilitate plan implementation. As part of the implementation plan, KB Advisory Group will assess the Dawsonville economic development toolkit and propose a plan to use the toolkit for implementation, identify the steps needed to ensure that the optimal slate of economic development incentives is in place for each key catalyst site, and assess the feasibility of initiating new or updating current economic enhancement programs.

**3.5: Develop action plan** that will include policy and project recommendations developed during the process that detail timeframe, phasing, cost estimates, responsible parties, funding sources, and partnership opportunities.

**3.6: Finalize Community Transformation Strategy** based on feedback from City staff and public meetings.

**3.7: Develop design guidelines** (document approximately 5–10 pages) that focus on the new town center area that may include, but not be limited to: commercial buildings (typology, architectural styles, design principles), residential buildings (typology, architectural styles, design principles), public spaces (materials, street lighting, street furniture, landscaping), and sustainability and green infrastructure.

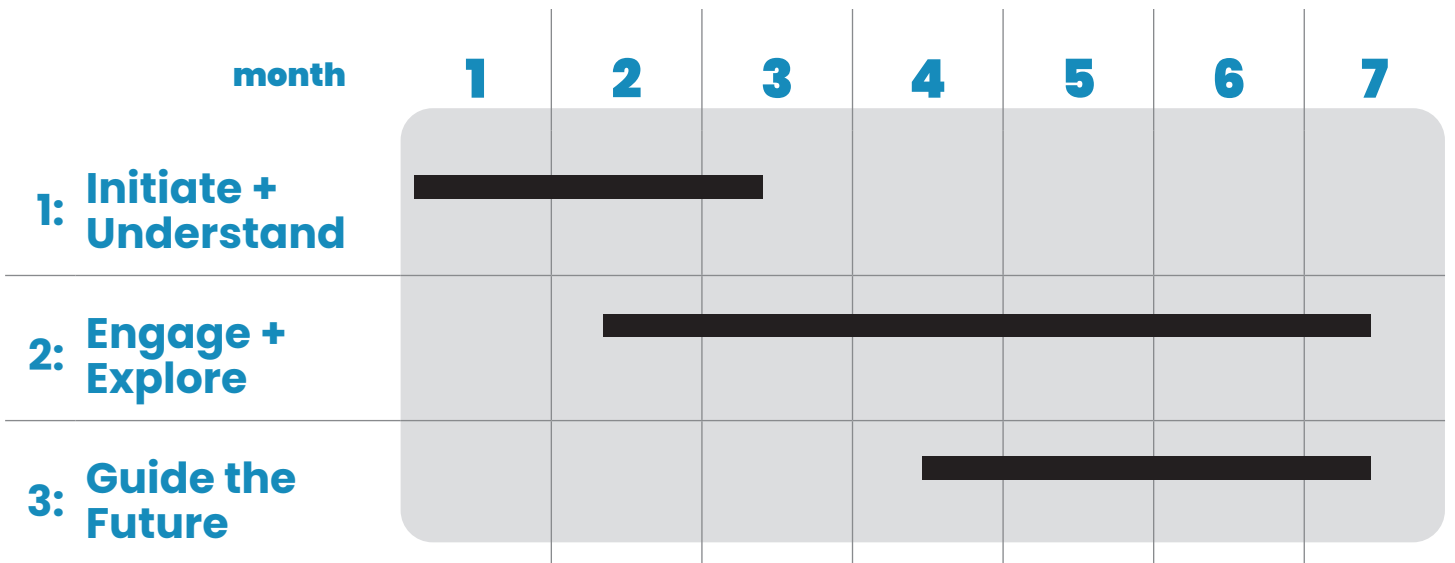
**3.8: Develop the Town Center Master Plan and Downtown Strategic Plan document** that compiles all the relevant findings and recommendations from the planning process and engagement activities that focus on the new town center area and downtown into a document. The team will provide one (1) printed copy of the plan document, along with electronic files on CD (original format and PDF, Excel spreadsheets, GIS shapefiles, and supporting graphics).

---

## SECTION 2: TECHNICAL APPROACH

### Estimated Schedule

Based on previous experience with similar projects, we are estimating a 7-month process for the base approach and assume an additional 2 months if all of the optional services are included. If selected, a more detailed schedule will be developed that includes review periods, deliverable dates, and community engagement components and dates.



SECTION 3:

# TSW Similar Experience

## Recent TSW Project Experience Overview

TSW focuses on designing sustainable, healthy, and vibrant communities through a public engagement process that involves educating, listening, envisioning, and testing. TSW works closely with municipalities, private developers, and non-profit organizations to develop downtowns, activity centers, and corridor plans that protect historic resources, encourage compatible infill development, complement surrounding neighborhoods, and are community-supported, while focusing on market conditions and transportation impacts. Our experience means we are familiar with the breadth of issues important to communities and understand the tools available to make them more livable places. Below are relevant Georgia downtown master planning efforts and reference information.



### City of Duluth Downtown Master Plan + Implementation

**James Riker, City Manager**

Phone: 770.225.8827

Email: [jriker@duluthga.net](mailto:jriker@duluthga.net)

Master Plan for Duluth's downtown core to establish a vision for the future of the area. As part of implementation efforts, TSW developed streetscape design and construction documentation for two phases of Main Street and design and construction documents for Parsons Alley, a catalytic project. Downtown Master Plan was completed in 2013 and implementation efforts in 2016.

**Project Fees:** \$42,700 Master Plan (on budget) / \$225,000 implementation projects

**Recognition:** 2017 CNU Charter Award, 2017 ULI (Atlanta Chapter) Development of Excellence

**Master Plan link:** <https://tinyurl.com/y35bsman>



### City of Austell Downtown LCI Study

**Darrell Weaver, Economic Development Director**

Phone: 770.944.4312

Email: [darrell@austellga.gov](mailto:darrell@austellga.gov)

Recommendations focus on a variety of housing choices, business recruitment and job creation, new public spaces, placemaking enhancements, and connectivity and accessibility. Completed in 2021.

**Project Fees:** \$150,000 LCI Study (on budget)

**LCI link:** [https://tswshare-my.sharepoint.com/:f/g/personal/rcalvert\\_tsw-design\\_com/Eh4p-8bKHCdMnbBuMShqslUB-gk-39OusElqR-5kJel0AIQ?e=IO3ebi](https://tswshare-my.sharepoint.com/:f/g/personal/rcalvert_tsw-design_com/Eh4p-8bKHCdMnbBuMShqslUB-gk-39OusElqR-5kJel0AIQ?e=IO3ebi)

**Design Standards link:** <https://tinyurl.com/38j7pvnh>

## SECTION 3: TSW SIMILAR EXPERIENCE



### City of Kingsport Downtown Master Plan

**Nathan Woods** (formerly with the City of Kingsport)  
Phone: 423.220.0098  
Email: nathan.woods@tn.gov

Master planning effort to develop a vision to reinforce and magnify Kingsport's downtown role as the economic and cultural heart of the community and facilitate the direction, type, location, and scale of new development and associated downtown improvements for the next 10 years. Completed in 2018.

**Project Fees:** \$89,910 (on budget)

**Recognition:** 2019 APA Small Town & Rural Planning Division Award

**Master Plan link:** [https://tswshare-my.sharepoint.com/:f/g/person/rcalvert\\_tsw-design\\_com/Esm-g5fStVpIgrBoPUOZYDMBhis16U42flre9aaFjhhDAA?e=CCsbAt](https://tswshare-my.sharepoint.com/:f/g/person/rcalvert_tsw-design_com/Esm-g5fStVpIgrBoPUOZYDMBhis16U42flre9aaFjhhDAA?e=CCsbAt)



### Powder Springs LCI Plan Update + Implementation

**Pam Conner, City Manager**  
Phone: 770.943.1666  
Email: pconner@cityofpowdersprings.org

Downtown master planning effort focusing on leveraging the city's unique history, attracting appropriate development, and exploring walking, biking, and traffic improvements. TSW led the Town Green catalyst project and the renovations of several historic buildings that were completed in 2020.

**Project Fees:** \$100,000 LCI (on budget)

**Recognition:** 2019 GPA Outstanding Plan Implementation, 2020 ARC Development of Excellence

**LCI link:** <https://tinyurl.com/3snfrk3r>



### City of Douglasville Downtown Master Plan + Implementation

**Marcus Thompson, City Engineer**  
Phone: 770.920.3000  
Email: thompsonm@douglasvillega.gov

Downtown Master Plan & 10-Year Strategic Plan to guide development activities and improvements. Implementation has included the Downtown Greenspace (currently under construction) and several mixed-use buildings. Completed in 2017.

**Project Fees:** \$67,500 Master Plan (on budget) / \$434,265 Town Green (on budget)

**Master Plan link:** <https://tinyurl.com/9666ea5b>



SECTION 4:

# Key Personnel

## TSW Team Organizational Chart

**TSW TEAM PROJECT MANAGEMENT:**  
 Principal-in-Charge: **Adam Williamson**  
 Project Manager: **Beverly Bell**

**COMMUNITY ENGAGEMENT**

**Beverly Bell**  
 Adam Williamson  
 Alanna Fairburn  
 David Argo  
 Geoff Koski  
 Tate Davis  
 + TSW Support Staff

**PLANNING**

**Adam Williamson**  
 Beverly Bell  
 Alanna Fairburn  
 David Argo  
 + TSW Support Staff

**MARKET ANALYSIS**

**Geoff Koski**  
 Tate Davis  
 + KB Support Staff

**FINAL DELIVERABLES**

**Beverly Bell**  
 Adam Williamson  
 Alanna Fairburn  
 + TSW Support Staff



**Adam Williamson, AICP, PLA, LEED AP**

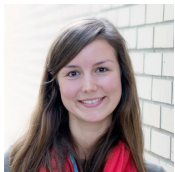
**Firm:** TSW

**Role:** Principal-in-Charge / Lead Planner

**Education:** Bachelor of Landscape Architecture, University of Georgia

**Representatives Projects:**

- City of Duluth Downtown Master Plan, Main Street Streetscapes, and Parsons Alley: Duluth, GA
- City of Douglasville Downtown Master Plan & 10-Year Strategic Plan: Douglasville, GA
- City of Clarksville Downtown Parking & Street Network Study: Clarksville, TN
- Augusta Sustainable Development Implementation Program: Augusta, GA
- City of Tucker Downtown Master Plan: Tucker, GA
- City of Austell Downtown Livable Centers Initiative Study: Austell, GA
- City of Kingsport Downtown Master Plan: Kingsport, TN
- Woodstock Downtown: Woodstock, GA
- Argenta District Downtown Master Plan: North Little Rock, AR



**Beverly Bell**

**Firm:** TSW

**Role:** Project Manager / Planner

**Education:** Master of Landscape Architecture, University of Georgia; BS Sustainable Development, Appalachian State University

**Representatives Projects:**

- Town Center CID Creative Placemaking Plan: Cobb County, GA
- The Porch Public Space Plan: Chattanooga, TN
- Peachtree Corners Town Green: Peachtree Corners, GA
- East Kenosha Corridor Study: Broken Arrow, OK
- Hall County Forward Comprehensive Plan: Hall County, GA
- Lookout Mountain Conservancy Long-Range Plan: Lookout Mountain, TN
- City of Stockbridge Parks System Master Plan: Stockbridge, GA
- Gulf Shores Downtown Waterfront Park & Civic Plaza: Gulf Shores, AL

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## SECTION 4: KEY PERSONNEL



**Alanna Fairburn**

**Firm:** TSW

**Role:** Planner + Designer

**Education:** Bachelor of Industrial Design, Auburn University

**Representatives Projects:**

- City of Albany Downtown Master Plan: Albany, GA
- City of Austell Downtown Livable Centers Initiative Study and Design Standards: Austell, GA
- City of Statesboro Downtown Master Plan: Statesboro, GA
- Destination: 2030 – Strategic Plan, Comprehensive Plan, and LCI Update: Decatur, GA
- Atlanta Housing Bowen Choice Neighborhood Plan: Atlanta, GA
- Cherokee County Parks and Trails Area Plan: Cherokee County, GA
- Chason Park Expansion Plan: Bainbridge, GA
- City of Newnan Design Guidelines: Newnan, GA
- Town Center CID Creative Placemaking Plan: Cobb County, GA



**David Argo**

**Firm:** TSW

**Role:** Landscape Designer

**Education:** Bachelor of Landscape Architecture, University of Georgia

**Representatives Projects:**

- City of Austell Downtown Livable Centers Initiative Study and Design Standards: Austell, GA
- City of Kingsport Downtown Master Plan: Kingsport, TN
- City of Jonesboro Broad Street Implementation Project: Jonesboro, GA
- City of Douglasville Downtown Master Plan & 10-Year Strategic Plan: Douglasville, GA
- City of Douglasville Downtown Greenspace: Douglasville, GA
- Midtown Alliance 5th Street Complete Street Project: Atlanta, GA
- Midtown Alliance Juniper Street Streetscape: Atlanta, GA
- Pace Street Corridor: Covington, GA
- Evans Town Center : Evans, GA
- Fairfield County Interchanges Conceptual Master Plan: Fairfield County, SC
- Downtown Chamblee Town Center Code & Pattern Book: Chamblee, GA



**Geoff Koski**

**Firm:** KB Advisory Group

**Role:** Economic Analyst

**Education:** Master of Arts, Western Carolina University; BA in History & Political Science, Webster University

Geoff heads the 10-person real estate and economic development consulting team. He has researched, analyzed, and reported on the country's real estate and community development trends for 20+ years. Geoff's expertise facilitates clients' wide-ranging real estate and economic development advisory needs. He leads many of KB's comprehensive and strategic plan engagements for local and regional clients, assessing commercial real estate needs for current and future residents. Geoff also identifies economic development strategies to ensure a community's bright future.

**Representatives Projects:**

- Alpharetta South Main Livable Centers Initiative Study: Alpharetta, GA
- City of Austell Downtown Livable Centers Initiative Study: Austell, GA
- Destination: 2030 – Strategic Plan, Comprehensive Plan, and LCI Update: Decatur, GA



**Tate Davis, AICP**

**Firm:** KB Advisory Group

**Role:** Economic Analyst

**Education:** Master of City and Regional Planning, Georgia Institute of Technology; BS in Biology, Oglethorpe University

Tate applies her urban planning experience and interest in developing healthier cities as a senior contributor at KB. In addition to real estate development work, Tate's experience includes promoting balanced and responsible growth through policy analysis, public engagement, and membership input. She has also engaged with regulatory issues related to land use, planning, development, and change throughout metro Atlanta.

**Representatives Projects:**

- Alpharetta South Main Livable Centers Initiative Study: Alpharetta, GA
- Gateway85 CID Economic Development Strategic Implementation Project: Gwinnett County, GA
- Henry County TAD Redevelopment Plan: Henry County, GA

SECTION 5:

# Fee Proposal

## Base Approach

TSW's goal is to build a partnership with the City of Dawsonville and the community. We do not want fees to be a barrier preventing our selection as your planning consultant team. If our fee proposal differs significantly from the competition or what may be budgeted for this project, we would be pleased to discuss our fee proposal and refine our scope of services and specific tasks.

Phase 1: Initiate + Understand	
1.1: Initial consultation session and site visit	\$2,910
1.2: Collect available data	\$880
1.3: Conduct an assessment of any existing codes and planning studies	\$1,545
1.4: Prepare land use and zoning analysis	\$1,650
1.5: Prepare real estate marketing analysis	\$20,025
1.6: Prepare transportation analysis	\$1,760
Phase 2: Engage + Discover	
2.1: Conduct Public Kick-off Meeting	\$4,320
2.2: Conduct Community Design Workshop	\$6,110
2.3: Conduct Final Plan Open House	\$3,880
Phase 3: Guide the Future	
3.1: Develop a draft Community Transformation Strategy	\$14,000
3.2: Develop additional visioning graphics, maps, and narrative	\$6,000
3.3 Develop 3D Modeling/Perspectives	\$2,500
3.3: Develop implementation plan	\$7,000
3.5: Develop action plan	\$2,500
3.6: Finalize Community Transformation Strategy	\$3,500
3.7: Develop design guidelines	\$7,000
3.8: Develop the Town Center Master Plan and Downtown Strategic Plan Document	\$7,000
Project Management	\$4,920
Base Approach Reimbursable Expenses (travel, printing, etc.)	\$2,500
<b>Total:</b>	<b>\$100,000</b>

# Supplemental Information

## Exceptions to the RFP

As noted in Section 2: Technical Approach, TSW has provided a base approach that accomplishes the majority of the goals set forth in the RFP and then optional services that will enhance the planning process. This approach allows the City to best determine the desired tasks based on available funding.

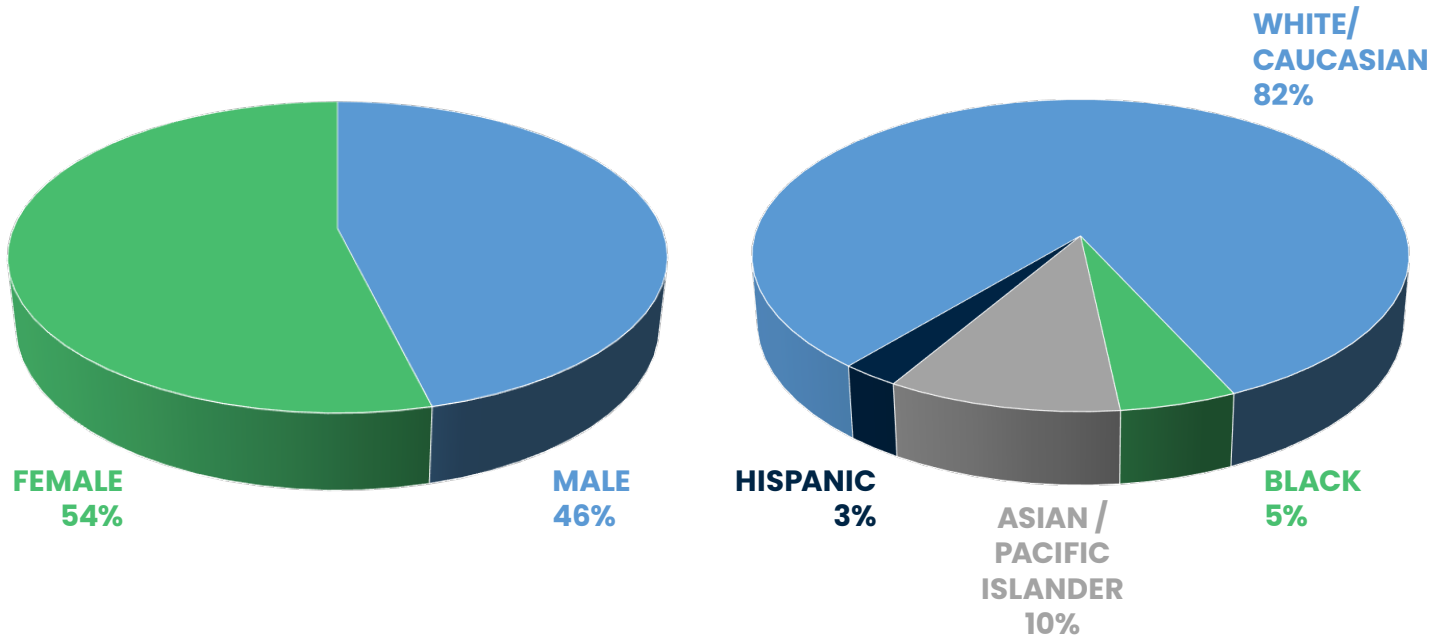
## Assurances – Equal Employment Opportunity

### TSW’s Equal Employment Opportunity Action Policy Statement

It is the policy of TSW to employ and treat employees without regard to race, creed, color, sex, religion, age, national origin, physical or mental handicap, disability, veteran’s status, marital status, or citizenship status. This policy includes providing reasonable accommodation to qualified applicants and employees with known physical or mental disabilities. This policy has the support of the highest levels of our management team.

### TSW Office Diversity

The following charts show the diversity of our office.



## Legal + Character Qualifications

TSW is not currently involved in any pending claims or lawsuits nor has been involved in any lawsuits with a governmental entity in the last five years.

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APPENDIX: **SUPPLEMENTAL INFORMATION**

**AFFIDAVIT (must be included with all proposals)**

This proposal is submitted to the City of Dawsonville, Georgia (the City) by the undersigned who is an authorized officer of the firm and said firm is licensed to do business in Georgia. Further, the undersigned is authorized to make these assurances and certifies their validity. The firm recognizes that all assurances and representations herein are binding on the firm and failure to adhere to any of these commitments, at the City's option, may result in a revocation of the agreement.

Consent is hereby given to the City to contact any person or organization in order to make inquiries into legal, character, technical, financial, and other qualifications of the firm.

The firm understands that, at such time as the City decides to review this proposal, additional information may be requested. Failure to supply any request for information within a reasonable time may result in the rejection of the firm's proposal with no re-submittal rights.

The firm understands that the City, after considering the legal, financial, technical, and character qualifications of the firm, as well as what in the City's judgment may best serve the public interest of its citizens and employees, may grant a contract.

The firm understands that this proposal is made without prior understanding, agreement, or connection with any corporation, firm or person submitting a proposal for the same, and is in all respects fair and without collusion or fraud. It understands that collusive bidding is a violation of state and federal law and can result in fines, prison sentences, and civil damage awards.

Any agreement issued will be on the basis of the firm's service and financial plans and arrangements are feasible and adequate to fulfill the conditions set forth in this project and the firm's response.

Company Name: **TSW**

Authorized Person: **Adam Williamson**

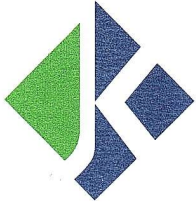
Signature: 

Title: **Principal** Date: **February 2, 2023**

Address: **1447 Peachtree Street NE, Suite 850, Atlanta, GA 30309**

Telephone: **404.873.6730** Fax/email: **awilliamson@tsw-design.com**

APPENDIX: **SUPPLEMENTAL INFORMATION**



**Jones and Kolb**  
Certified Public Accountants

January 13, 2023

Bob Bolz, City Manager  
City of Dawsonville  
415 Highway 53 East  
Suite 100  
Dawsonville, Georgia 30534

Dear Mr. Bolz:

At the request of our client, we are providing the following information regarding the financial status of Tunnell, Spangler, Walsh & Associates, Inc. Our firm has prepared the corporate income tax returns for Tunnell, Spangler, Walsh & Associates, Inc. ("the Company" or "TSW") for the past twenty-four years.

Our firm does not prepare audited, reviewed, or compiled financial statements for TSW. Currently, we do consult with the Company personnel periodically regarding their internal financial statements and various other financial matters.

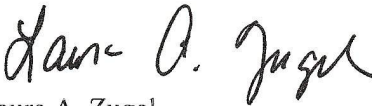
The Company's tax returns are prepared on the cash basis of accounting, but their financial statements are reported on the accrual basis. The 2022 financial statements are not finalized and I am providing gross revenues, reported on their financial statements, for years 2017 through 2021:

• 2017	\$5,354,767
• 2018	\$5,932,142
• 2019	\$6,302,867
• 2020	\$6,272,724
• 2021	\$7,154,750

The Company is prepared for billing fluctuations in its cash flow and for possible downturns in the industry. They have maintained a line of credit with Truist Bank for over twenty years.

Please call me directly at (678) 399-2363 if you have additional questions.

Sincerely,

  
Laura A. Zugel

cc: Mr. Adam Williamson

APPENDIX: SUPPLEMENTAL INFORMATION



TUNN&00-01

CBOURDON

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
1/11/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Weymouth, Swayze, and Corroon Ins 5710 Kennett Pike, PO Box 3939 Wilmington, DE 19807	CONTACT NAME: Carol Bourdon	
	PHONE (A/C, No, Ext): FAX (A/C, No): E-MAIL ADDRESS: cbourdon@wscins.com	
INSURED Tunnell-Spangler & Associates, Inc. DBA TSW 1447 Peachtree St., NE Suite 850 Atlanta, GA 30309	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A : CONTINENTAL INSURANCE	35289
	INSURER B : CONTINENTAL CASUALTY	20443
	INSURER C : HARTFORD INSURANCE COMPANY	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X		6020707119	9/5/2022	9/5/2023	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000 EMPL PRACTICES \$ 10,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	X		6020707119	9/5/2022	9/5/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000	X		6020707167	9/5/2022	9/5/2023	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N N N/A If yes, describe under DESCRIPTION OF OPERATIONS below			44WECAT5YS8	9/5/2022	9/5/2023	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B	Professional Liabili			AEH254029695	9/5/2022	9/5/2023	Per Claim 2,000,000
B	Prof Ded \$25K			AEH254029695	9/5/2022	9/5/2023	aggregate 4,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
Additional named insured:  
Tunnell-Spangler & Associates, Inc. d/b/a Tunnell-Spangler-Walsh & Associates, Inc. and TSW  
Certificate holder is included as additional insured where required by written contract executed prior to a loss

CERTIFICATE HOLDER	CANCELLATION
<input checked="" type="checkbox"/> proof of current insurance coverage	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

ACORD 25 (2016/03)

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PLANNING • ARCHITECTURE  
LANDSCAPE ARCHITECTURE





DAWSONVILLE CITY COUNCIL  
EXECUTIVE SUMMARY FOR  
AGENDA ITEM # 13

---

SUBJECT: **CONSIDERATION OF VAPE LICENSE APPROVAL**

CITY COUNCIL MEETING DATE: **04/17/2023**

---

BUDGET INFORMATION: GL ACCOUNT # \_\_\_\_\_

Funds Available from: \_\_\_\_\_ Annual Budget \_\_\_\_\_ Capital Budget Other \_\_\_\_\_

Budget Amendment Request from Reserve: \_\_\_\_\_ Enterprise Fund \_\_\_\_\_ General Fund

---

**PURPOSE FOR REQUEST:**

**TO REQUEST APPROVAL FOR THE ISSUANCE OF A NEW VAPE LICENSE AT 75 HIGHWAY 9 NORTH.**

---

**HISTORY/ FACTS / ISSUES**

**THE EXISTING BUSINESS HAS CHANGED OWNERSHIP, AND ALL FEES HAVE BEEN PAID.**

**VAPE LICENSE TO BE APPROVED**

- 1. SIF INVESTMENT LLC dba NEIGHBORHOOD CONVENIENCE STORE - ANNUAL LICENSE AND 2 DEVICES.**

---

**OPTIONS:**

---

**RECOMMENDED SAMPLE MOTION:**

Approve, Deny or Postpone.

---

DEPARTMENT: Planning and Zoning

REQUESTED BY: Planning and Zoning, \_\_\_\_\_



**City of Dawsonville**

415 Highway 53 East Suite 100  
Dawsonville, Georgia 30534

Phone: (706)203-4924 Fax: (706)265-4214  
Permit.tech@dawsonville-ga.gov

**VAPE LICENSE APPLICATION**

**LICENSE FEE: \$1025.00 per year PLUS EACH DEVICE TYPE \$250.00 each per year. INVESTIGATIVE FEE: \$100.00**

Any person who wishes to operate a Vape Shop or offers for retail sale any item of alternative nicotine products, vape juice, vapor products, and/or non-traditional tobacco paraphernalia shall immediately apply to the City of Dawsonville Planning and Zoning Department for a Vape Shop license and shall pay an annual license fee. All vape shop licenses expire December 31<sup>st</sup> each year and a renewal application must be submitted PRIOR to November 20<sup>th</sup> each year.

Business Name: SIF INVESTMENT LLC Business Phone # 913-954-8553

Applicant Name: TASNEEM CHARANIA

Business Location: 75 HWY 9 NORTH DAWSONVILLE, GA 30534

Mailing Address (If Different): 75 HWY 9 NORTH DAWSONVILLE, GA 30534

E-Mail Address: \_\_\_\_\_

Original Vape License Application Date or year: 2023

Additional lines of device types sold at this location (please check all that apply)

- Storage devices with false/hidden doors
- Grinders
- Weighing devices
- Torch Lighters

Applicant must provide the following for all renewals:

1. All applicable fees (\$1025 plus \$250 per each device type)
2. Copy of Driver's License
3. Completed application with affidavits and oaths attached
4. Fingerprint background report

Before signing this application, check all answers and explanations to see that you have answered all questions fully and correctly.

I hereby certify that I am authorized by my business or my employer to file and sign for this application as the applicant and responsible party.

T Charania  
Applicant Signature

03/28/2023  
Date

Office Use Only:  
License ID # 12300543 Date Received: 3/28/23 Payment Received: 3/29/23

**Certifications and Oath**

1. I hereby certify that I have read, understand, and will comply with the City of Dawsonville Vape Shop / Vaping Ordinance and if the license is granted, I shall maintain a copy of said ordinance on the premises and shall require each of my employees to be familiar with the ordinance. Furthermore, I agree that by signing and filing the application, I will maintain sales receipts and records and allow the City Planning Director or his designee to inspect said records to ensure my compliance with this Ordinance.
2. As a prerequisite to the issuance of this license, I understand that I shall furnish a state and federal fingerprint background report for myself and all other persons required to sign the application as specified under Georgia law. Each person required to sign the application for an original license and/or renewal license, must authorize the City of Dawsonville or its designated representatives to secure from any state, county, municipal or federal court, any police department and/or law enforcement agency his, her or its criminal history and civil history and further authorize the City, its officers and employees to use such information in determining whether or not a license for the sale of any item of alternative nicotine products, vape juice, vapor products, and/or non-traditional tobacco paraphernalia will be issued to the applicant. Further, I authorize the City, its officers and employees to use such information in a public hearing if necessary, to determine whether or not the applicant's license should be denied, voided, cancelled and/or revoked. Each applicant waives any right or rights he, she or it may have under state or federal law, statute and/or court ruling to preclude the City from securing such criminal and/or civil history from any source and waives any right he, she or it may have to preclude the City from using such information publicly in determining whether the license will be issued to such applicant.

**OATH**

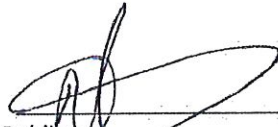
STATE OF GEORGIA, DAWSON COUNTY

I, TASNEEM CHARANIA, DO SOLEMNLY SWEAR, SUBJECT TO THE PENALTIES OF FALSE SWEARING, THAT THE STATEMENTS AND ANSWERS MADE BY ME AS THE APPLICANT IN THE FOREGOING STATEMENT ARE TRUE AND CORRECT. I SOLEMNLY SWEAR THAT I HAVE NOT BEEN CONVICTED, PLEAD GUILTY OR NOLO CONTENDERE TO A CRIME INVOLVING MORAL TURPITUDE, ILLEGAL GAMBLING OR ILLEGAL POSSESSION OR SALE OF A CONTROLLED SUBSTANCES, ILLEGAL VAPE SUBSTANCES, OR THE ILLEGAL POSSESSION OR SALE OF ALCOHOLIC BEVERAGES, INCLUDING THE SALE OR TRANSFER OF VAPE PRODUCTS OR SUBSTANCES TO MINORS IN A MANNER CONTRARY TO LAW, KEEPING A PLACE OF PROSTITUTION, PANDERING, PIMPING, PUBLIC INDECENCY, PROSTITUTION, SOLICITATION OF SODOMY, OR ANY SEXUAL RELATED CRIME IN THE PAST TWO YEARS. I SOLEMNLY SWEAR THAT I AM A LEGAL RESIDENT OF THE UNITED STATES OF AMERICA.

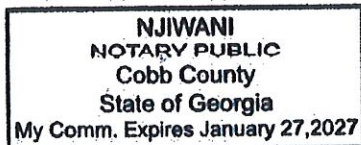
  
\_\_\_\_\_  
APPLICANT'S SIGNATURE

I HEREBY CERTIFY THAT TASNEEM CHARANIA SIGNED THEIR NAME TO THE FOREGOING APPLICATION STATING TO ME THAT THEY KNEW AND UNDERSTOOD ALL STATEMENTS AND ANSWERS MADE THEREIN, AND, UNDER OATH ACTUALLY ADMINISTERED BY ME, HAS SWORN THAT SAID STATEMENTS AND ANSWERS ARE TRUE AND CORRECT.

THIS 28<sup>th</sup> DAY OF MARCH, 2023

  
\_\_\_\_\_  
Notary Public

(Seal)



**Public Benefits Affidavit of Citizenship**

Note: Georgia Law requires that the City of Dawsonville, Georgia obtain an affidavit regarding the subjects indicated herein from any person who wishes to apply for a "Public Benefit" as that term is defined by Georgia Law.

- 1. I am over the age of 18, of sound mind, and am competent to make this Affidavit
- 2. I am executing this affidavit under oath, as an applicant for a City of Dawsonville, Georgia, Public Benefit. Public Benefits include Retirement Benefits, Health Benefits, Disability Benefits, Business Licenses, Occupation Tax Certificates, Alcohol Licenses, Vehicle for Hire Permits, Contracts, or other public benefits as referenced and defined in O.C.G.A. Section 50-36-1.
- 3. I make this affidavit as part of my application for a City of Dawsonville, Public Benefit for (circle one) MYSELF or TASNEEM CHARANIA (name of the entity for which the benefit is sought).

4. With respect to my presence in the United States, I state as follows:

a.  I am a United States citizen

OR

b. \_\_\_\_\_ I am a legal permanent resident 18 years of age or older or I am an otherwise qualified alien or non-immigrant under the Federal Immigration and Nationality Act lawfully present in the United States. I have provided my Alien Registration Number or, in the event I do not have an Alien Registration Number, I have provided another identifying number below. \*

5. In making the above representation under oath, I understand that any person who knowingly and willfully makes a false, fictitious, or fraudulent statement or representation in an affidavit shall be guilty of a violation of Code Section 16-10-20 of the Official Code of Georgia.

*Tasneem Charania*      03/28/2023

Signature of Applicant:

Date:

Printed Name: TASNEEM CHARANIA

\* \_\_\_\_\_  
Alien Registration or Other Identifying Number for Non-Citizens

SUBSCRIBED AND SWORN  
BEFORE ME ON THIS THE

28<sup>th</sup> DAY OF MARCH 2023

Notary Public NJIWANI  
Cobb County  
State of Georgia  
My Comm. Expires January 27, 2027

My Commission Expires: 01-27-2027

\*Note: O.C.G.A. § 50-36- 1(e)(2) requires that aliens under the federal Immigration and Nationality Act, Title S U.S.C., as amended, provide their alien registration number. Because legal permanent residents are included in the federal definition of "alien", legal permanent residents must also provide their alien registration number. **Qualified aliens that do not have an alien registration number may supply another identifying number.**



**City of Dawsonville**  
 415 Hwy 53 E, Suite 100  
 Dawsonville, GA 30534

(706)265-3256

Payment Due Upon Receipt

<b>INVOICE #</b>
12301022

INVOICE DATE: 03/28/23  
 DUE DATE: 04/27/23

ACCOUNT ID:  
 SIF INVESTMENT LLC  
 TASNEEM CHARANIA  
 75 HIGHWAY 9 NORTH  
 DAWSONVILLE, GA 30534

LICENSE INFORMATION  
 LICENSE ID: L2300543  
 NAME: NEIGHBORHOOD CONVENIENCE STORE  
 LOCATION: 75 HIGHWAY 9 NORTH

QUANTITY/UNIT	SERVICE ID	DESCRIPTION	UNIT PRICE	AMOUNT
		VAPE LICENSE		
1.0000/EA	B-023	VAPE LICENSE	1,025.000000	1,025.00
1.0000/EA	B-027D	VAPE DEVICE-STORAGE	250.000000	250.00
1.0000/EA	B-029D	VAPE DEVICE-TORCH	250.000000	250.00
		TOTAL DUE:		\$ 1,525.00
		Prn Payment: 03/29/23 CK 3847981488		-1,525.00
		BALANCE:		\$ 0.00

-----  
**PAYMENT COUPON - PLEASE DETACH AND RETURN THIS PORTION ALONG WITH YOUR PAYMENT**

City of Dawsonville  
 415 Hwy 53 E, Suite 100  
 Dawsonville, GA 30534

INVOICE #: 12301022  
 DESCRIPTION: VAPE LICENSE  
 ACCOUNT ID:  
 DUE DATE: 04/27/23  
 TOTAL DUE: \$ 0.00

SIF INVESTMENT LLC  
 TASNEEM CHARANIA  
 75 HIGHWAY 9 NORTH  
 DAWSONVILLE, GA 30534





DAWSONVILLE CITY COUNCIL  
EXECUTIVE SUMMARY FOR  
AGENDA ITEM # 14

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SUBJECT: PRESENT PROPOSED CHANGES TO THE UTILITIES ORDINANCE

CITY COUNCIL MEETING DATE: 04/17/2023

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BUDGET INFORMATION: GL ACCOUNT # \_\_\_\_\_

Funds Available from: \_\_\_\_\_ Annual Budget \_\_\_\_\_ Capital Budget Other \_\_\_\_\_

Budget Amendment Request from Reserve: \_\_\_\_\_ Enterprise Fund \_\_\_\_\_ General Fund

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PURPOSE FOR REQUEST:

**TO PRESENT PROPOSED CHANGES TO THE UTILITY ORDINANCE AND DIRECT CITY ATTORNEY TO DEVELOP AN ORDINANCE AMENDMENT**

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HISTORY/ FACTS / ISSUES:

- **RECOMMENDED CHANGES ATTACHED**
- **THE CHANGES REPRESENT SOME ONGOING ISSUES THE DEPARTMENT IS HAVING TO INCUR MOSTLY RELATED TO GARBAGE; AS WELL AS, BETTER CUSTOMER SERVICE IN THE AREA OF BILLING AND FEES**
- **CITY MANAGER AND UTILITIES DIRECTOR APPROVE OF THESE RECOMMENDED CHANGES**
- **CITY ATTORNEY SUGGESTS DEVELOPING AN ORDINANCE AMENDMENT WHICH PROVIDES FOR "ADMINISTRATIVE FEES RELATED TO THE TERMINATION, SUSPENSION, RE-ESTABLISHMENT OF SERVICE AND SIMILAR SUCH MATTERS" THEY WILL BE SUBJECT TO REVIEW AND SET BY CITY COUNCIL WITH THE CITY MANAGERS APPROVAL. THIS WILL ALLOW US TO HAVE A STANDARD DOCUMENT THAT CAN GET REVISED AS NEEDED**

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OPTIONS:

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RECOMMENDED SAMPLE MOTION:

**APPROVE AS RECOMMENDED**

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REQUESTED BY: Beverly A. Banister, City Clerk



**CITY OF DAWSONVILLE**  
**CITY CLERK'S OFFICE**  
415 Hwy 53 E • Suite 100  
Dawsonville, GA 30534  
[beverly.banister@dawsonville-ga.gov](mailto:beverly.banister@dawsonville-ga.gov)  
(706) 265-3256

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## **PROPOSED CHANGES TO UTILITY ORDINANCE**

- Returned E-check fee for accounts not found should not be the same as a typical returned check fee. These are a result of residents entering their ABA# and/or Acct # incorrectly and occurs through our third-party online payment services which we have no access to in terms of being able to check the information they input. We feel a fair price would be \$15.00 for this vs. the typical \$35 returned check fee.
- Residents who terminate their account and leave with the garbage can: \$65.00 per can.
- Residents who terminate their account and leave an excess amount of garbage that our service will not pick up. This has ranged from a few bags to having to get the dump truck to remove the trash. We are taking into consideration our utility workers' time as well and suggesting a rate of up to \$50. This one is hard to pinpoint an exact fee because each situation can be so different. I do believe in most cases; we have charged.
- "Disconnection" fee for garbage customers. We have a solid base of residents who are not on W/S but have trash only and there are quite a few people who lose their privileges for non-payment. The guys are directed to pick up their can, the trash company is notified to stop service at their location and then once the customer pays their outstanding balance, we have to redeliver the can and Red Oak has to be notified to place them back on the service roster.
- Prorate w/s charges for residents who move in or out of a property within 7 days of the meter reading date. Example of this would be, we bill Customer X for their monthly charge based on the reading obtained on the 15<sup>th</sup> which would include the minimum charges for w/s plus usage and then Customer X submits a form to terminate their account on the 20<sup>th</sup>. This in turn would generate another bill with a minimum charge plus usage (if any) for just five days of service. On the other side, Customer Y starts their service on the 13<sup>th</sup> of the month; we read meters on the 15<sup>th</sup> and Customer Y is billed a minimum charge for only 2 days of service. We recognize the City is within their rights to collect on either end since the minimum charges are for 0-1500 gallons, however, it does create a lot of complaints and phone calls. At least prorating their charges would help eliminate some of the complaints.
- Removal/Adjustment of fees can be approved by Jacob or Bob. This would be fees related to late charges, lock off fees, reconnection fees, etc.



DAWSONVILLE CITY COUNCIL  
EXECUTIVE SUMMARY FOR  
AGENDA ITEM # 15

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SUBJECT: PRESENT PROPOSED CHANGES TO THE ANIMAL CONTROL ORDINANCE

CITY COUNCIL MEETING DATE: 04/17/2023

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BUDGET INFORMATION: GL ACCOUNT # \_\_\_\_\_

Funds Available from: \_\_\_\_\_ Annual Budget \_\_\_\_\_ Capital Budget Other \_\_\_\_\_

Budget Amendment Request from Reserve: \_\_\_\_\_ Enterprise Fund \_\_\_\_\_ General Fund

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PURPOSE FOR REQUEST:

**TO PRESENT PROPOSED CHANGES TO THE ANIMAL CONTROL ORDINANCE AND DIRECT CITY ATTORNEY TO DEVELOP AN ORDINANCE AMENDMENT**

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HISTORY/ FACTS / ISSUES:

**\*\* SEE ATTACHED REDLINE DOCUMENT**

**CHANGES REFLECT SOME CLEANUP IN THE OVERALL ORDINANCE AND INCLUDE ADDITIONS REGARDING CLARIFICATION OF LEASH LAWS**

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OPTIONS:

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RECOMMENDED SAMPLE MOTION:

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REQUESTED BY: Trampas Hansard, Public Works Director



§ 4-27 Duty to keep animal under restraint, While on property

(a) It shall be the duty of every owner of any animal to ensure the animal, while on the owner's property, that it is confined by way of a fence or other enclosure (which shall include an invisible fence which is functioning properly and to which the animal is responsive) -or is restrained by chain or leash or, in some other physical manner, under the control of a competent person so that it cannot wander off the real property limits of the owner, it being the intent of this article that all animals be prevented from leaving while unattended the real property limits of their owners otherwise under control as that term is defined in Section 4-28 of this article, such that the animal cannot leave the property except while under control.

~~(b) In addition, all male and female dogs and cats that have not been spayed or neutered must be securely confined in such a way that they not only cannot get out to run loose, but also cannot be reached by other dogs or cats.~~

§ 4-28 ~~Same, While off property~~ Duty to restrain animals generally.

(a) Whenever an animal is not confined by way of a fence or other enclosure pursuant to Section 4-27 of this article, iIt shall be the duty of the owner of any such animal or anyone having an the animal in his possession to keep the animal under control at all times ~~while the animal is off the real property limits of the owner, possessor, or custodian. For the purposes of this section, a~~An animal is deemed under control when it is confined within a vehicle, whether parked or in motion; is secured by a leash or other device held by a competent person and the owner or another competent person authorized by the owner to take charge of the animal is present; or is properly confined within an enclosure with permission of the owner of the property where the enclosure is located. ~~An animal may be under voice control only if the owner is present and if the animal is responsive to the owner. An animal may be under voice control only if the owner is present, the animal is responsive to the owner, and the animal is being used in hunting in accordance with section 4-26 of this article.~~

(b) No person shall tie, stake, or fasten any animal within any street, alley, sidewalk, or other public place or in such manner that the animal has access to any portion of any street, alley, sidewalk, or other public place.

(c) In addition to the other requirements of this section and Section 4-27, all male and female dogs and cats that have not been spayed or neutered must be securely confined in such a way that they cannot be reached by other dogs or cats, except for planned breeding. Every female dog in heat shall be confined in a building or other enclosure in such manner that such female dog cannot come into contact with another animal, except for planned breeding.

(d) In addition to the other requirements of this section and Section 4-27, Eevery animal shall be restrained and controlled so as to prevent it from harassing passersby, chasing vehicles, or attacking persons or other animals.

(e) All animals must be confined in a vehicle or secured by a leash or other device held by a competent person while on property of the City, including but not limited to Main Street Park,

the Dawsonville Municipal Complex, the Dawsonville Farmer's Market, and sidewalks owned by the City, and the owner or a competent authorized person must be present with the animal.



# DAWSONVILLE CITY COUNCIL EXECUTIVE SUMMARY FOR AGENDA ITEM # 16

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SUBJECT: REVIEW COMMUNITY SERVICE PROGRAM

CITY COUNCIL MEETING DATE: 04/17/2023

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BUDGET INFORMATION: GL ACCOUNT # N/A

Funds Available from:      Annual Budget      Capital Budget      Other     

Budget Amendment Request from Reserve:      Enterprise Fund      General Fund

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PURPOSE FOR REQUEST:

To report on Community Service Work Program sponsored by the City of Dawsonville, the Dawson County Sheriff's Office, and the Juvenile Court System.

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HISTORY/ FACTS / ISSUES

One of our two deputies assigned to the city, Jacob Champion, after dealing with numerous juvenile complaints at city parks, the Farmer's Market, and elsewhere approached the Juvenile Judge Court System about offering a Community Service Work Program. The Juvenile Court System enthusiastically joined this effort as did Sheriff Johnson. City Attorney Kevin Tallant developed a waiver that the parents must sign that was approved by all parties. The Juvenile Court System even offered personnel to assist with supervision of those in the program. The program already has three juveniles assigned to the program due to their vandalism of the water fountains at the Farmer's Market. Dawson County deputies assigned to the city will supervise the workers. Public Works and/or Utilities will assign projects and have in supplies and materials needed ready for use. A variety of projects might be included, such as scrubbing away graffiti, pulling weeds, picking up trash, cleaning rest rooms, etc. The goal of the program is to deter juvenile petty crime and vandalism. As Officer Champion described the mission of the program, "I want this to be an opportunity to build community relations with our juveniles within the city and the county."

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OPTIONS:

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RECOMMENDED SAMPLE MOTION:

No motion or vote needed.

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DEPARTMENT: Administration, Finance, Public Works & Utilities

REQUESTED BY: City Manager Bob Bolz



DAWSONVILLE CITY COUNCIL  
EXECUTIVE SUMMARY FOR  
AGENDA ITEM # 17

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SUBJECT: PRESENT DOWNTOWN DEVELOPMENT AUTHORITY FUNDING REQUEST FOR  
FY2024

CITY COUNCIL MEETING DATE: 04/17/2023

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BUDGET INFORMATION: GL ACCOUNT # \_\_\_\_\_

Funds Available from: \_\_\_\_\_ Annual Budget \_\_\_\_\_ Capital Budget Other \_\_\_\_\_

Budget Amendment Request from Reserve: \_\_\_\_\_ Enterprise Fund \_\_\_\_\_ General Fund

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PURPOSE FOR REQUEST:

**TO PRESENT AND DISCUSS FUNDING REQUEST FOR THE DOWNTOWN DEVELOPMENT  
AUTHORITY'S FY 2024 BUDGET**

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HISTORY/ FACTS / ISSUES:

- **CURRENT FY 2023 DDA BUDGET IS ATTACHED**
  - **DDA BOARD REQUESTS FUNDING FOR ADDITIONAL LINE ITEMS LIKE ADVERTISING, EVENTS AND BEAUTIFICATION PROJECTS WHILE MAINTAINING THEIR FUNDING FOR LEGAL, ACCOUNTING, EDUCATION & TRAINING AND THE GRANT**
- 

OPTIONS:

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RECOMMENDED SAMPLE MOTION:

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REQUESTED BY: William Illg, Councilmember Post #2

## Current FY 2023 DDA Budget

REVENUE DOWNTOWN DEVELOPMENT AUTHORITY FUND (DDA) - 285				
Account #	Account Description	2022-23 Recmnd	2021-22 Budget	2021-22 Actual
285-7550-000000	DOWNTOWN DEVELOPMENT AUTHORITY (DDA)	4,400.00	4,400.00	0.00
285-7500-740000	TRANSFER IN FROM RESERVES	25,000.00	25,000.00	0.00
DDA FUND 285 Revenue Totals		29,400.00	29,400.00	0.00

EXPENDITURES DOWNTOWN DEVELOPMENT AUTHORITY FUND (DDA) - 285				
Account #	Account Description	2022-23 Recmnd	2021-22 Budget	2021-22 Actual
285-7500-521200	PROFESSIONAL LEGAL	2,000.00	2,000.00	0.00
285-7500-521201	PROFESSIONAL ACCOUNTING	1,200.00	1,200.00	0.00
285-7500-521203	PROFESSIONAL OTHER	0.00	0.00	0.00
285-7500-523300	ADVERTISING	0.00	0.00	0.00
285-7500-523700	EDUCATION & TRAINING	1,200.00	1,200.00	0.00
285-7500-531000	FIREWORKS PURCHASE	0.00	0.00	0.00
285-7500-531100	SUPPLIES	0.00	0.00	0.00
285-7500-540000	GRANT DISBURSEMENTS	25,000.00	25,000.00	0.00
285-7550-531000	OTHER EXPENDITURES FROM RESERVES	0.00	0.00	0.00
DDA FUND 285 Expenditure Totals		29,400.00	29,400.00	0.00

DDA FUND 285 Revenue Totals	29,400.00
DDA FUND 285 Expenditure Totals	29,400.00



DAWSONVILLE CITY COUNCIL  
EXECUTIVE SUMMARY FOR  
AGENDA ITEM # 18

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SUBJECT: \_\_\_\_\_ **STAFF REPORT: CITY MANAGER** \_\_\_\_\_

CITY COUNCIL MEETING DATE: 04/17/2023

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BUDGET INFORMATION: GL ACCOUNT # \_\_\_\_\_ NA \_\_\_\_\_

Funds Available from: \_\_\_\_\_ Annual Budget \_\_\_\_\_ Capital Budget Other \_\_\_\_\_

Budget Amendment Request from Reserve: \_\_\_\_\_ Enterprise Fund \_\_\_\_\_ General Fund

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PURPOSE FOR REQUEST:

**TO PROVIDE PROJECT UPDATES**

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HISTORY/ FACTS / ISSUES:

**SEE ATTACHED OUTLINE**

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OPTIONS:

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RECOMMENDED SAMPLE MOTION:

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REQUESTED BY: Bob Bolz, City Manager

## CITY MANAGER REPORT

PREPARED April 11, 2023, FOR April 17, 2023, AGENDA

**Comprehensive Plan:** Thus far we have had two very successful Comprehensive Plan Meetings. At the first meeting, February 9<sup>th</sup>, we had 16 of 25 invitees present and at the second meeting, March 9<sup>th</sup>, we had 14 of 25 in attendance. The information is great. Our next meetings are on April 13<sup>th</sup> and May 11<sup>th</sup>, we hope you can join us.

**Personnel Vacancies:** We continue to advertise for two vacant positions, the Planning and Zoning Director position as well as one Treatment Plant Operator position.

**Distillery Update:** The required engineered drawing of the kitchen space including the fire suppression system is underway at a cost of \$12,500.00. The rest room construction project within the distillery is underway. We anticipate having a contract with the distillery in the next few days. We continue to have an interest in the restaurant space. With direction from the City Council, we are meeting with potential providers while we await the final engineered drawings for the kitchen.

**Georgia Racing Hall OF Fame:** The Museum Director and our Public Works Director are researching improvements to the museum front, removal of old, leaking doors and windows to be replaced with showroom doors to enable staff to bring cars in and out with a new canopy. We are awaiting the Museum Director to provide bids for the special door considerations to allow vehicles to be moved in and out. We have been waiting since May 2022 for engineered drawings of the desired pavilion over the Winner's Circle. We hope to have those for review by the City Council/Mayor soon. The Winners Circle concrete pad was replaced after it was damaged by subfreezing temperatures.

**Deputy Program with Sheriff's Office:** Our officer, Jacob Champion, has taken the initiative to develop a community service program along with restitution for various juvenile incidents of vandalism and property destruction. The county has approved the waiver that the parents of juveniles mandated to this program have to complete. The first community service workday is scheduled for April 29<sup>th</sup> as three youths have already been sentenced to the program.

**Dawson County Hazard Mitigation Task Force:** Last updated in 2018 with city participation, both the City Manager and the Public Works Director are serving on this working group as they revise the plan for 2023.

**DCA Certified Local Government:** PZ Staff finalized and have submitted the grant request that would cover the cost of the required survey needed to regain our Certified Local Government status.

**Radio Repeaters for Water Meter & SCADA Upgrades:** The project is ending as the last repeaters are being installed for optimum radio signal capability. Most will never even be seen. However, one was installed in Main Street Park just off Allen Street behind the fence that is drawing some questions. These repeaters are needed for the provision of our best customer service.

**Governor's Office of Planning & Budget Grant for Water System Infrastructure due to Population Increase:** No news on the grant we applied for offered by the Governor's Office of OPB that can be awarded to municipalities experiencing significant population increases. The grant request totaled \$1,154,720.00 and would be used to cover the cost of drilling and setting up operation of the new well. The grant requires a 75-25 match; so, our portion would be \$285,000.00. We have already budgeted in our Enterprise Fund for the total amount. If awarded, this could represent a savings of up to \$896,220.00. The plans and design for the well are complete and under review by GBT.

**Impact Fees Study:** We await the fee recommendations from GMRC's Adam Hazell.

**Downtown Strategic Plan:** We have a recommendation for awarding the RFP to present at the April 17<sup>th</sup> meeting.

**Wastewater Treatment Plant:** We await comments from EPD and the USDA with regards to the package Turnipseed Engineering submitted for their permitting process and funding consideration.

**GMRC Meetings:** We were pleased to host the Executive Committee of GMRC meeting in March. On May 17<sup>th</sup>, we will host the GMRC City County Managers Meeting in the Joe Lane Cox Room.

**GDOT Improvements to Downtown Roundabout:** GDOT have advertised the project to restripe the crosswalks around the courthouse square. When a contractor is selected and an NTP issued, they will notify us.

**Wellness Program:** The City Manager and Finance Director met with a representative from GMA regarding wellness program opportunities and we have a meeting next week with a representative from our health insurance company as we work to implement a program for our outstanding personnel.

### **Main Street Park Projects:**

- **Land and Water Conservation Fund:** Staff are working with CEC to develop a Land and Water Conservation Fund grant that could be applied to the park. By law it must go toward outdoor recreation. It cannot go toward roads and infrastructure to get to a new park. We have several areas in the existing park that could benefit from LWCF that could cover the cost of a bathroom for the court and skate park area and a splash pad. If awarded, it would be a 50-50 match. We will continue research and let you know as more information becomes available.
- **Playground:** The very popular zip line needs some repairs/updates, we are awaiting delivery for a new unit as the old unit is obsolete. The new zip wire will cost the city \$8,000.00+ after a 50% discount. The mini merry-go-round is out of service as well, and we are awaiting parts. Both pieces of equipment were damaged by adults using it despite our efforts to prevent such use. The wheelchair swing was vandalized, and repairs are underway.
- **Disc Golf:** The course continues in popularity with popular league events every Thursday night. We are evaluating additions to this course at the present time.
- **Basketball Court & Pickleball Courts:** Bids for the grading portion of this project are to be opened December 6<sup>th</sup> with bids for just the grading, not court construction, ranging from \$134,250.00 to \$186,370.00. These bids were rejected, and the project is being rebid in April with a May deadline.
- **Shade:** Staff continue researching shade for various locations in the park.
- **Skate Park Expansion:** Staff are estimating the cost for expansion of this amenity.
- **Small Bathroom between Shelter #3 and Skate Park/Court Area:** We are working identify a modular rest room that can be set on site after grading and hooked up to utilities.
- **Stage:** Staff are researching the purchase of a hydraulic, mobile stage, like what we used at the tree lighting event. Since it is portable it can be set up and taken down in a few hours. This idea is opposed to an amphitheater. Our concerns for an amphitheater include cost, additionally facility would sit outside, weather, and possibly get vandalized. As we develop more research, we will present pros, cons, and



recommendations soon.

- **Dog Park:** Eagle Scout candidate Palmer Hartley has finished his project complete with obstacles for the dogs, signage, and an entry way. The sidewalk is complete and landscape work will start as soon as the ground dries out.
- **Bridge & Trail to Library:** Staff will begin construction in the third week in April on this project, weather permitting.
- **Geocaching Site:** Geocaching is a sport that is growing in popularity. There has existed a cache at the GRHOF for years. We have been approached by a volunteer geocaching enthusiast that wants to install and will maintain three sites, one in Main Street Park, one at the Dog Park, and one at Wallace Park. Staff have met with her, and we are awaiting her official proposal.
- **Splash Pad:** Research into the possibility of adding this amenity is underway.

#### **Downtown Update:**

- **Strategic Planning: Foundation of all Downtown Activities:**
  - a. Follow-up interviews were held for the top three candidates and a recommendation will be presented at the April 17<sup>th</sup> meeting.
  - b. Staff are creating a tentative project management framework and assembling project background research, recommendations, to begin working with consultant ASAP. It will include a robust public participation plan to support the plan process; many downtown businesses have agreed to maintain idea logs to document public interest; building relationships and assembling contact lists for this process.
  - c. Managing ARC Grant: Preparing Interim Progress Report for required submission.
- **DDA Business Co-op Advertisement Program:**

Created a "Downtown Dawsonville" website. DDA agreed to fund purchase URL/Domain names: Dawsonville Downtown .org, .gov, .com
- **Created a co-op of business owners to advertise on HWY 53 billboard. DDA agreed to participate in funding this effort.**

Created a "Business Welcome Packet" for new/potential businesses, including information on access to business assistance, grants and other resources.
- **Creating Demographic and Market Data reports and infographics to make available on City website Downtown Development page for potential businesses.**

**Leak Adjustments:** There were no Leak Adjustment this month.

**Calendar YTD \$1,978.55**



CITY OF DAWSONVILLE, GEORGIA  
GENERAL FUND  
July 1, 2022 - March 31, 2023

75%

	<u>Budget</u>	<u>Actual</u>	<u>Percentage</u>
<b>REVENUES</b>			
Taxes	\$ 2,163,050	\$ 1,931,454	89.29%
Licenses and permits	91,900	81,187	88.34%
Intergovernmental revenues	6,000	-	0.00%
Fees	256,975	118,718	46.20%
Other	796,326	157,299	19.75%
	<u>3,314,251</u>	<u>2,288,658</u>	<u>69.06%</u>
<b>EXPENDITURES</b>			
Department:			
Council	134,400	99,287	73.87%
Mayor	22,860	12,228	53.49%
Elections	15,000	-	0.00%
Administration	1,769,862	1,285,150	72.61%
City Hall building	163,694	135,447	82.74%
Animal control	1,536	100	6.51%
Roads	584,363	516,955	88.46%
Parks	65,528	98,114	149.73%
Planning and zoning	440,008	354,479	80.56%
Economic development	117,000	9,000	7.69%
	<u>3,314,251</u>	<u>2,510,760</u>	<u>75.76%</u>
<b>TOTAL REVENUES OVER EXPENDITURES</b>		(222,102)	
Transfer in From Reserves		<u>222,102</u>	
<b>NET CHANGE IN FUND BALANCE</b>		<u><u>-</u></u>	

CITY OF DAWSONVILLE, GEORGIA  
WATER, SEWER, AND GARBAGE FUND  
July 1, 2022 - March 31, 2023

	<u>Budget</u>	<u>Actual</u>	<u>Percentage</u>
<b>REVENUES</b>			
Water fees	\$ 800,000	\$ 633,579	79.20%
Sewer fees	900,000	744,721	82.75%
Garbage fees	230,200	203,845	88.55%
Miscellaneous	<u>357,683</u>	<u>255,413</u>	<u>71.41%</u>
Total revenues	<u>2,287,883</u>	<u>1,837,558</u>	<u>80.32%</u>
<b>EXPENDITURES</b>			
Depreciation	574,000	485,286	84.54%
Garbage service	230,200	193,438	84.03%
Group insurance	164,000	133,634	81.48%
Insurance	-	455	#DIV/0!
Interest	87,450	55,012	62.91%
Payroll taxes	31,000	21,406	69.05%
Professional	193,000	298,705	154.77%
Miscellaneous	149,311	90,754	60.78%
Repairs/supplies	229,000	201,161	87.84%
Retirement	24,000	19,014	79.23%
Salaries	355,672	286,170	80.46%
Technical services	77,000	72,463	94.11%
Utilities	<u>173,250</u>	<u>119,063</u>	<u>68.72%</u>
Total expenditures	<u>2,287,883</u>	<u>1,976,561</u>	<u>86.39%</u>
<b>INCOME (LOSS)</b>		<u><u>(139,003)</u></u>	

CITY OF DAWSONVILLE, GEORGIA  
 SPLOST VI  
 July 1, 2022 - March 31, 2023

**SPLOST VI**

	Budget	Actual	Percentage
<b>REVENUES</b>			
Taxes	-	-	#DIV/0!
Interest	100	1,256	1256.00%
Other	42,900	-	0.00%
Total revenues	43,000	1,256	2.92%
<b>EXPENDITURES (Capital Outlays)</b>			
City hall acquisition	-	-	#DIV/0!
Roads and sidewalks	-	-	#DIV/0!
Public works equipment - roads	-	76,721	0.00%
Sewer projects	-	-	0.00%
Public works equipment - sewer	34,000	-	0.00%
Water projects	-	-	0.00%
Public works equipment - water	-	-	0.00%
Farmers market	9,000	6,750	75.00%
Parks and recreation	-	-	0.00%
Total expenditures	43,000	83,471	194.12%
<b>TOTAL REVENUES OVER EXPENDITURES</b>		(82,215)	
Transfer in From Reserves		82,215	
<b>NET CHANGE IN FUND BALANCE</b>		-	

CITY OF DAWSONVILLE, GEORGIA  
 SPLOST VII  
 July 1, 2022 - March 31, 2023

**SPLOST VII**

	Budget	Actual	Percentage
<b>REVENUES</b>			
Taxes	1,599,900	919,079	57.45%
Interest	100	15,643	15643.00%
Other	-	-	0.00%
	1,600,000	934,722	58.42%
<b>EXPENDITURES (Capital Outlays)</b>			
City hall acquisition	-	-	#DIV/0!
Roads and sidewalks	-	-	#DIV/0!
Public works equipment - roads	-	-	0.00%
Land Acq. / Downtown	789,000	689,000	0.00%
Public works equipment - sewer	-	-	0.00%
Water projects/Sewer Projects	677,000	-	0.00%
Public works equipment - water	34,000	-	0.00%
Farmers market	-	-	#DIV/0!
Parks and recreation	100,000	10,867	0.00%
	1,600,000	699,867	43.74%
<b>TOTAL REVENUES OVER EXPENDITURES</b>		234,855	
Transfer in From Reserves		(234,855)	
<b>NET CHANGE IN FUND BALANCE</b>		-	