



AGENDA
CITY OF DAWSONVILLE
DOWNTOWN DEVELOPMENT AUTHORITY
City Hall, G.L. Gilleland Council Chambers
Monday, January 22, 2024
5:30 P.M.

1. Call to Order
2. Roll Call
3. Invocation and Pledge
4. Approval of the Agenda
5. Approve Meeting Minutes
 - Regular Meeting held November 9, 2023
6. Review Financials through December 2023
7. Director's Report – Amanda Edmondson
 - Light Up Dawsonville
 - Gospel in the Park
 - Street Banners

NEW BUSINESS

8. Consideration of Grant Application
9. Intergovernmental Agreement with Dawson County
10. Update Checking Account Authorized Signatures and Debit Card
11. Collaborative NASCAR Advertisement

ANNOUNCEMENTS

- Filed Annual Registration with DCA
- Required DDA Trainings for Trey and Mary
- Strategic Plan Meeting, January 25, 2024 at 6:00 pm

ADJOURNMENT

The next scheduled meeting is Monday, March 25, 2024

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.



DOWNTOWN DEVELOPMENT
AUTHORITY
EXECUTIVE SUMMARY FOR
AGENDA ITEM # 5

SUBJECT: **APPROVE MEETING MINUTES**

DDA MEETING DATE: **01/22/2024**

PURPOSE FOR REQUEST:

TO REQUEST APPROVAL FOR THE MINUTES

- **REGULAR MEETING HELD NOVEMBER 9, 2023**

HISTORY/ FACTS / ISSUES:

OPTIONS:

APPROVE, AMEND OR DENY

RECOMMENDED SAMPLE MOTION:

REQUESTED BY: Beverly Banister, City Clerk

MINUTES
CITY OF DAWSONVILLE DOWNTOWN DEVELOPMENT AUTHORITY
G.L. Gilleland Council Chambers, City Hall 2nd Floor
Monday, November 9, 2023
5:30 P.M.

1. **CALL TO ORDER:** William Illg called the meeting to order at 5:30 pm.
2. **ROLL CALL:** Present were members Jonathan Campbell, Tasha Howell, Dwight Gilleland, Jamie McCracken and William Illg.

City Staff in attendance included Downtown Development Director Amanda Edmondson and City Clerk Beverly Banister.
3. **INVOCATION AND PLEDGE:** Invocation and pledge were led by D. Gilleland.
4. **APPROVAL OF THE AGENDA:** Motion to amend the agenda to add item #10 Request for Special Use of City Property made by D. Gilleland; second by J. McCracken. Vote carried unanimously in favor.

Motion to approve the agenda as amended made by T. Howell; second by J. Campbell. Vote carried unanimously in favor.
5. **APPROVE MEETING MINUTES**
 - Regular Meeting held September 25, 2023Motion to approve the minutes as presented made by D. Gilleland; second by T. Howell. Vote carried unanimously in favor.
6. **REVIEW FINANCIALS THROUGH OCTOBER 2023:** Board reviewed financials. No questions or comments.
7. **DIRECTOR'S REPORT – AMANDA EDMONDSON:**
 - i. **CHRISTMAS DECORATING CONTEST AND SPONSORSHIP (LIGHT UP DAWSONVILLE):** Positive feedback from the community for the program. The Chamber will be partnering with the DDA and assisting with advertising. They also retained Patterson Moore Butler, Sawnee EMC and True Natural Gas to contribute funding for the prizes. McEver signs is also partnering in the program by providing the first fifty yard signs for the program which will be placed on displays of those who sign up.
 - ii. **BANNERS:** Banners were resized to be placed on poles downtown and have been ordered and printed. They will be put on display once the Christmas decorations come down.
 - iii. **GOSPEL IN THE PARK:** The act which the DDA is supporting has been booked and contracted.
 - iv. **STRATEGIC PLAN:** The November 2nd meeting was well attended and received some great feedback. Students in the CTA program were also surveyed and asked to provide feedback. Future surveys may also be implemented by UGA and Lanier Tech. Final public meeting is scheduled for January 25, 2024 at 6:00 pm.

NEW BUSINESS

8. **AMICALOLA EMC ECONOMIC DEVELOPMENT DONATION:** Director Edmondson reported the DDA once again received this generous donation from Amicalola EMC. Funding will be utilized to help buildout the restaurant space next to the Georgia Racing Hall of Fame to fulfill the requirements to spend the money on economic development.

Motion to accept the \$20,000 grant from Amicalola EMC and transfer the funds to the City of Dawsonville to contribute to the restaurant buildout made by J. McCracken; second by D. Gilleland. Vote carried unanimously in favor.
9. **ACKNOWLEDGEMENT OF ONGOING NEW MEMBER APPOINTMENT PROCESS BY CITY COUNCIL:** Director Edmondson updated the Board on the two vacancies and appreciates the recommendations. Currently the nominees are being vetted. Councilmember Illg stated his preference is for downtown business owners who would be vested in the growth of downtown.

MINUTES
CITY OF DAWSONVILLE DOWNTOWN DEVELOPMENT AUTHORITY
G.L. Gilleland Council Chambers, City Hall 2nd Floor
Monday, November 9, 2023
5:30 P.M.

- 10. REQUEST FOR SPECIAL USE OF CITY PROPERTY:** Councilmember Illg explained the request which came before the City and he asked the Board to provide their input via email or phone sometime in the future since it is located within the downtown district.

ANNOUNCEMENTS

Director Edmondson reported UGA will be here this week to start an interview/training process to develop a collection of oral histories for cultural preservation for Dawson County and Dawsonville. She asked the Board to consider possibly contributing some funds to compensate the interviews.

Christmas Tree Lighting and Parade will be Saturday, November 18, 2023 starting at 2:00 pm.

ADJOURNMENT:

At 6:10 p.m. a motion to adjourn the meeting was made by J. McCracken; second by D. Gilleland. Vote carried unanimously in favor.

Approved this 22nd day of January 2024.

By: DOWNTOWN DEVELOPMENT AUTHORITY

William Illg, Chairperson

Jonathan Campbell, Vice Chairperson

Tasha Howell, Secretary/Treasurer

Jamie McCracken

Dwight Gilleland

Mary Wright

Trey Thomas

Attest:

Beverly A. Banister, City Clerk



DOWNTOWN DEVELOPMENT
AUTHORITY
EXECUTIVE SUMMARY FOR
AGENDA ITEM # 6

SUBJECT: REVIEW FINANCIALS THROUGH DECEMBER 2023

DDA MEETING DATE: 01/22/2024

PURPOSE FOR REQUEST:

TO REVIEW DDA CHECKING ACCOUNT ACTIVITY THROUGH DECEMBER 2023

HISTORY/ FACTS / ISSUES:

OPTIONS:

RECOMMENDED SAMPLE MOTION:

FY 2023-2024 DDA Checking Account Activity

<u>FY</u> <u>2023-24</u>	<u>Cleared Activity</u>	<u>Req. Balance</u>	<u>Deposits</u>	<u>Checks/Debits</u>	<u>Ending Balance</u>
Begin Bal.		\$ 9,942.19			
Jul-23	Debit Card Purchase - Vistaprint	\$ 9,942.19	\$ -	\$ 225.75	\$ 9,716.44
Aug-23	Deposits for Billboard/Debits for Mashburn Outdoor	\$ 9,716.44	\$ 2,400.00	\$ 950.00	\$ 11,166.44
Sep-23	Mashburn Outdoor	\$ 11,166.44	\$ -	\$ 475.00	\$ 10,691.44
Oct-23	Deposits for Budget & Grant from EMC/Debits for Photo Contest & Mashburn	\$ 10,691.44	\$ 99,400.00	\$ 825.00	\$ 109,266.44
Nov-23	Debits for Mashburn Outdoor & Universal Concepts	\$ 109,266.44	\$ -	\$ 5,775.00	\$ 103,491.44
Dec-23	Deposits for Billboard & Grant Application/Debits for Mashburn	\$ 103,491.44	\$ 500.00	\$ 475.00	\$ 103,516.44
Jan-24		\$ 103,516.44	\$ -	\$ -	\$ 103,516.44
Feb-24		\$ 103,516.44	\$ -	\$ -	\$ 103,516.44
Mar-24		\$ 103,516.44	\$ -	\$ -	\$ 103,516.44
Apr-24		\$ 103,516.44	\$ -	\$ -	\$ 103,516.44
May-24		\$ 103,516.44	\$ -	\$ -	\$ 103,516.44
Jun-24		\$ 103,516.44	\$ -	\$ -	\$ 103,516.44
			\$ 102,300.00	\$ 8,725.75	

<u>Date</u>	<u>Checks/Debits Cleared</u>	<u>Check #</u>	<u>Amount</u>
7/11/2023	Vistaprint - Purchase for Table Tents (Downtown Development)		\$225.75
8/15/2023	Mashburn Outdoor (Billboard)		\$475.00
8/30/2023	Mashburn Outdoor (Billboard)		\$475.00
9/25/2023	Mashburn Outdoor (Billboard)		\$475.00
10/23/2023	Mashburn Outdoor (Billboard)		\$475.00
10/26/2023	United Community Bank (Historic Photo Contest)	5155	\$350.00
11/21/2023	Universal Concepts (Banners)	5154	\$5,300.00
11/30/2023	Mashburn Outdoor (Billboard)		\$475.00
12/14/2023	Mashburn Outdoor (Billboard)		\$475.00

Committed Funds

Christmas Decorating Contest and Sponsorship	\$1,250.00 (checks written)
Gospel in the Park Sponsorship	\$2,500.00
Collaborative NASCAR Ad	\$835.00 approximately
EMC Donation to City of Dawsonville for Restaurant Buildout	20,000.00

Total \$24,585.00



DOWNTOWN DEVELOPMENT
AUTHORITY
EXECUTIVE SUMMARY FOR
AGENDA ITEM # 7

SUBJECT: DIRECTOR'S REPORT – AMANDA EDMONDSON

DDA MEETING DATE: 01/22/2024

PURPOSE FOR REQUEST:

TO REPORT ON CURRENT PROGRESS REGARDING DOWNTOWN DEVELOPMENT

HISTORY/ FACTS / ISSUES:

TOPICS INCLUDE:

- LIGHT UP DAWSONVILLE
 - GOSPEL IN THE PARK
 - STREET BANNERS
-

OPTIONS:

RECOMMENDED SAMPLE MOTION:



DOWNTOWN DEVELOPMENT
AUTHORITY
EXECUTIVE SUMMARY FOR
AGENDA ITEM # 8

SUBJECT: **CONSIDERATION OF GRANT APPLICATION**

DDA MEETING DATE: **01/22/2024**

PURPOSE FOR REQUEST:

TO REVIEW GRANT APPLICATION AND DETERMINE AWARD, IF ANY

HISTORY/ FACTS / ISSUES:

- **RECEIVED APPLICATION FROM TIM COSTLEY FROM SUPERIOR ARBOR MANAGEMENT**
 - **FORWARDED TO THE BOARD ON 12/21/2023 FOR REVIEW**
 - **TO DATE, NO GRANT MONIES HAVE BEEN AWARDED FOR FY 2024**
-

OPTIONS:

RECOMMENDED SAMPLE MOTION:

REQUESTED BY: Amanda Edmondson, Director of Downtown Development



Downtown Development Authority:
Keith Stone, Chairperson
Kevin Hammond, Vice Chairperson
Tasha Howell, Treasurer
Jamie McCracken

415 Highway 53 East, Suite 100
Dawsonville, GA 30534
Office (706) 265-3256 Fax (706) 265-4214
www.dawsonville-ga.gov

Dwight Gilleland
Jonathan Campbell
William Illg

Dawsonville Downtown Development Authority Grant Checklist

*The following items **MUST** be adhered to and submitted with your application
BEFORE your request will be considered.*

- ✓ Business must be located within the Dawsonville Downtown Development Area
Is the location inside the Historic District? ☒ yes ☐ no
If yes, prior approval may be required from Historic Preservation Commission
- ✓ Proof of Corporate Status (Secretary of State) (CERTIFICATE OF APPROPRIATENESS GRANTED)
- Proof of Business License (City of Dawsonville) (BUSINESS LICENSE IN PROGRESS)
- Background check from Dawson County Sheriff's Office
- ✓ Fee \$50.00 (check made payable to DDA)
- ✓ Two (2) Project Cost Estimates (2 for building and 2 for parking lot)

Estimated project start date: Jan. 15, 2024

**Project must commence within sixty (60) days of the grant award*

Estimated project completion date: Feb. 15, 2024

**Project must be completed within one (1) year of commencement*

*The following items **MUST** be completed prior to grant disbursement.*

- Project as submitted must be 100% complete.
- Inspection of completed project by DDA member to their satisfaction.
- Submission of paid itemized invoices reflecting project work and cost.

DAWSONVILLE DOWNTOWN DEVELOPMENT PROJECT GRANT FUND GUIDELINES AND APPLICATION PACKET

The Downtown Development Project Grant Fund was created by the City of Dawsonville, Georgia in order for the Dawsonville Downtown Development Authority (“DDA”) to award grants for Projects that promote the development of trade, commerce, industry, and employment opportunities within the Dawsonville Downtown Development Area.

GRANT AMOUNTS AND GUIDELINES

Subject to budgeted funds, there is no pre-determined amount for grant awards. Instead, the applicant is to provide in the written application a description of the proposed Project including itemized estimated costs of the Project and a description of how the Project will benefit the citizens of the City of Dawsonville and fulfill the established guidelines set forth herein. Amounts of awards are subject to current budget funds available for the program. Awards will not be disbursed until the Project is complete and itemized invoices or other evidence of Project completion is submitted to the satisfaction of the DDA following inspection of the completed Project by the DDA or its designee. Awards will be made in an estimated amount, but only disbursed to the extent of actual cost incurred or the amount of the award, whichever is less. For example, a grant award is made for an estimated amount of \$5,000, but the actual Project construction costs \$4,824 would result in disbursement of \$4,824. By way of further example, if the grant award is made for an estimated amount of \$5,000 and the actual Project construction costs \$5,824, the disbursement would be \$5,000. Further guidelines include:

1. Each grant award must promote the development of trade, commerce, industry, and employment opportunities in the downtown development area;
2. Each Project for which a grant is awarded must meet the following definition of “Project”: The acquisition, construction, installation, modification, renovation, or rehabilitation of land, interests in land, buildings, structures, facilities, or other improvements located or to be located within the downtown development area, or other improvement for the essential public purpose of the development of trade, commerce, industry, and employment opportunities in the Dawsonville Downtown Development Area;
3. The Project must be within the Dawsonville Downtown Development Area;
4. Any Project within the Dawsonville Historic District must receive the prior approval of the Dawsonville Historic Preservation Commission as a pre-condition to any grant award.
5. The amount of the grant will be determined by the DDA based on the information provided in the Application, the funds available, and the number of requests under consideration;
6. Eligible applicants are Downtown Development Area commercial property owners, as well as business owners (with the property owner’s permission);
7. Projects funded with grants must commence within sixty (60) days of the grant award and must be completed within one (1) year of commencement in order to be eligible for grant disbursement. If a Project is not in compliance with the requisite timeframe, the grant award will lapse and the applicant shall not be entitled to any funds;
8. All property taxes, licenses and permits must be current at all times during the applicant period and up until completion of the Project;

9. Grant applicants are fully responsible for all aspects of the Project, including any relationships between contractors and supplies and securing all necessary permits and approvals. Grant applicants that are entities shall provide proof of corporate status along with their application (such as a print out of good standing from the Georgia Secretary of State).
10. Grant applicants or their principal(s) shall consent to a background check by the Dawson County Sheriff's Office at the expense of the applicant. No grant award may be made to any applicant or entity managed by an applicant that has a felony conviction or a misdemeanor conviction of high and aggravating circumstances.
11. The grant application fee shall be \$50.00. The DDA will use the application fee to fund the cost of completed Project inspections prior to disbursement of funds and such other administrative costs of the DDA as arise in the Grant process.
12. Each grant application shall be accompanied by at least 2 estimates of Project costs from individuals or entities independent of the Applicant.
13. The most important factor in granting awards considered by the DDA shall be the number and type of jobs that will be created by the Project. Within that consideration, priority shall be granted to Projects creating higher income jobs over those creating lower income jobs.
14. As a general rule and subject to modification on a case by case basis for substantial reason(s), Projects to expand established businesses and their employment opportunities shall be favored over Projects for start up businesses and their employment opportunities.
15. The DDA may issue a matching grant for any Project whereby the Applicant would agree to match the funds awarded. For example, an estimated \$5,000 Project cost could result in a \$2,500 award from the DDA upon completion and proof that the Applicant had spent at least \$2,500 on the Project.

**DAWSONVILLE DOWNTOWN DEVELOPMENT GRANT PROJECT
FUND APPLICATION**

APPLICANT

Name of Business: Superior Arbor Management, Inc.
Name of Person Filing Application: Timothy W. Costley
Phone: 770-712-6358 Email: tim@samtree.com
Address: 61 Bill Elliott St
Dawsonville, GA 30534
Description of Applicant's Business: Corporate Office For
Superior Arbor Management, Inc. Tree Company
Description of Products/Services Offered by Applicant's Business: Tree Care and Removal Services

OWNER OF PROPERTY, IF OTHER THAN APPLICANT

Owner: SAME Contact Name: _____
Address: _____

Phone: _____ Email: _____

DESIGNATED PROPERTY

Address: 61 Bill Elliott St.

Dawsonville, GA 30534

Within Dawsonville's Downtown Development Area? ✓ (Y) ____ (N)

Within the Dawsonville Historic District? / (Y) (N)

PROJECT

Cost of Project (attach at least 2 estimates): \$ _____

Description of Project (use additional pages if necessary): Replace siding and some exterior doors. Replace partial roofing. Increase parking and useable land with retaining wall and pervious parking area.

Description of Number of New Jobs that will be created by the Project and range of New Job income levels:

One Office Manager \$40 ~~50~~ K

One - Two Salesman \$75-\$100 K each

Proposed Start Date: 15 Jan 24 Proposed Completion Date: 15 Feb 24

Description of How the Project will Benefit the Citizens of Dawsonville and Fulfill the Established Guidelines (use additional pages if necessary):

First, the property will look better as part of the historical downtown. Currently the exterior has not been bettered or even maintained in many years. The new siding, paint, and exterior door (that was approved prior to this package) will portray a clean, well kept property. The retaining wall will be a much nicer look for the general landscape while increasing the usable area that includes additional parking.

Secondly, the building and property will become much more aesthetically pleasing and functional for our new employees, employers that will also utilize the downtown area for purchases of food, fuel, or whatever may be needed from other downtown businesses.

APPLICANT'S CERTIFICATION

I, (applicant name) Timothy W. Costley agree that the above constitutes the proposal for the Project at this time and that any changes or additional will require additional information. My signature certifies that I have read, understand, and agree to all of the grant program guidelines, regulations, and deadlines and that I consent to any and all background checks done by the Dawsonville DDA. I represent and warrant that I have not been convicted of a felony or a misdemeanor of a high and aggravating nature. I hereby submit this Application for the proposed Project and understand that this application is pending review by the Dawsonville DDA. I understand that the Project must commence within sixty (60) days of the award of the grant and that the Project must be completed within one (1) year of the date of commencement or the award shall lapse. I understand that I will not receive any grant funds until after completion of the Project, submission of itemized invoices reflecting actual completed Project costs to the satisfaction of the DDA and an inspection for completion by the DDA.

Applicant's Signature: [Signature] Date: 12/20/2023

By signing below, the Property Owner consents to this Application and to the Project work being done on the identified property:

Property Owner's Signature: [Signature] Date: 12/20/2023

STAFF USE ONLY

Project located within the Dawsonville Downtown Development area: yes _____ no _____

Project located within the Historic District: yes _____ no _____

HPC approval acquired: yes _____ no _____ n/a _____

Proof of corporate status received: yes _____ no _____

Proof of Business License received: yes _____ no _____

Background check from Dawson County Sheriff's Office received: yes _____ no _____

Application fee paid (\$50): yes _____ no _____

Two (2) project cost estimates received: yes _____ no _____

Date reviewed by DDA: _____

Application: _____ Granted in the amount of \$ _____ on _____.

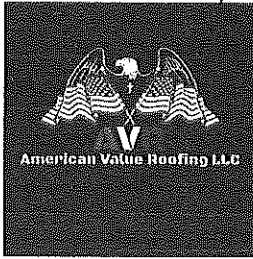
Application: _____ Denied

Project Completion Inspection Date: _____ Inspector: _____

Paid itemized invoices received: yes _____ no _____

Project Funds Disbursement Date: _____ Approved by: _____

Building Facade Quote #11



Mike Bailey
212 New Bethel Church Rd
Dawsonville, Ga. 30534
mike@americanvalueroofing.com
770-539-0121

12-13-2023 Roofing / Siding proposal for: Superior Arbor Management Inc / Tina and Tim Costley – 61 Bill Elliott St. S. Dawsonville, Ga. 30534. Clients want the decorative part of the roof torn off and replaced with metal roofing (1 – 1 ½ inch metal standing seam, regular metal tuff rib, or Architectural Shingles), the vinyl siding torn off and replaced/trimmed out with Hardie plank siding and the rear 32 inch (2' 8") steel door replaced. The main roof is in good condition and would remain as-is, as would the overhead vinyl soffit.

Decorative Roofing:

	Standing Seam	Tuffrib	Arch
Tearoff and disposal	800	800	800
4' 25 pcs SS Metal Roofing (22 + 22 + 15=59 5' panels = 295 lf x 3.49 lf)	1,101		
Tuffrib Metal Roofing (28 3' panels 5 ft = 140 x 2.89 lf)		404	
Architectural Shingles (2.86 squares + 10% waste x 3 bundles \$41 / bundle + tax)			413
9 pcs Rake trim metal	317	317	317
8 pcs 10' Drip Edge	255	255	255
Labor (286 sf x \$5/ft)	2,288	1,800	1,800

Siding:

Vinyl siding tearoff and disposal	600	600	600
8.25" Siding (261 + 261 + 144 = 734 sf with 10% waste) = 122 pcs 12' Hardie @ 13.62/plank with tax	1,777	1,777	1,777
Nails and trim	200	200	200
Labor (734 sq ft includes 10% waste x \$3/ft)	1,800	1,800	1,800

Building Facade Quote #2

TO
 ADDRESS
 CITY, STATE
 PHONE NO

Tim Costley
 office Bldg

PROPOSAL NO

EST NO

WORK TO BE PERFORMED AT

ADDRESS

CITY, STATE

DATE OF PLANS

DATE

OCT 19 2023

We hereby propose to furnish the materials and perform the labor necessary for the completion of

Area below for additional description and/or drawings:

1. Replace shingles 3 Square 750.00 material Labor 2500.00
2. Remove old siding install Hard Plank 2000.00 material 3500.00 Labor
3. Replace Soffit & install vents 550.00 mat 750.00 Labor
4. Exterior Paint 450.00 material 800.00 Labor 2 coats
5. Paint interior Material 75.00 Labor 350.00
6. Repair Floor and Cover Pipes Labor 150.00
7. Replace Back door only 32" 350.00

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial workmanlike manner for the sum of 5000.00 Material 8000.00 Labor

\$13000.00

Dollars (\$) with payments to be made as follows.

Any alteration or deviation from above specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control.

Respectfully submitted

Per

Note - This proposal may be withdrawn by us if not accepted within

ACCEPTANCE OF PROPOSAL

The above prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do the work specified. Payments will be made as outlined above.

Signature

Signature

Date

edward 9450

TLS

Wall and Parking Quote #1

Danner Landcare

220 Freeland Farm Dr
Dawsonville, GA 30534 US
Bendanner822@yahoo.com

Estimate

ADDRESS

Tim Costley

ESTIMATE # 1474

DATE 12/19/2023

ACTIVITY	QTY	RATE	AMOUNT
Installation Grade and build wall 110ft long and 9ft tall at highest point. Drains out of front of wall every 10ft. Geo-grid 4ft in every other row of block starting on second row. Backfill with minimum 1ft gravel up backside for drainage. Glue on 4inch caps. Roughly 750 sqft.	750	29.00	21,750.00
If you make wall 25ft shorter subtract \$5800			
Installation Grade area in front of wall, install 1 tandem crush and run and compact with plate compactor. Install 2 tandems 57 gravel on top.	1	4,000.00	4,000.00

TOTAL

\$25,750.00

Accepted By

Accepted Date

Venmo: Ben-danner-3

PayPal: bendanner822@yahoo.com

Wall and Parking Quote #2

Bradley's Landscaping

25 Lawrence Dr.
Dawsonville, GA 30534
770-716-8282

Estimate

ADDRESS
SAM

ESTIMATE 1081
DATE 12/19/2023

DESCRIPTION	QTY	RATE	AMOUNT
Estimate for 61 Bill Elliott St S Dawsonville, GA 30534 United States	1	0.00	0.00
Prepare ground around wall by grading and smoothing out surface to provide a level and stable building area for wall. Will need 18 tons of cushion run for Bass and in front of wall. This will need to be compacted to ensure good stability. Wall will be 110 feet long and 9 feet approximately tall at the highest point. Approximately every 10 feet water drains will be installed. Starting with the second row, and every other row of Geo- Grid will be installed. Behind wall approximately 1 foot of gravel going up slope will be installed for proper drainage. This will consist of approximately 36 tons of gravel to allow for proper drainage 4 inch cap blocks will be used on top of wall and glue down to be secured. This will be approximately 750 ft. ² .	1	27,250.00	27,250.00
TOTAL			\$27,250.00

Accepted By

Accepted Date



DOWNTOWN DEVELOPMENT
AUTHORITY
EXECUTIVE SUMMARY FOR
AGENDA ITEM # 9

SUBJECT: INTERGOVERNMENTAL AGREEMENT WITH DAWSON COUNTY

DDA MEETING DATE: 01/22/2024

PURPOSE FOR REQUEST:

TO APPROVE THE IGA WITH DAWSON COUNTY FOR THE PLACEMENT OF A NEW RADIO TOWER SYSTEM ON THE DDA PROPERTY LOCATED AT TMP #083 042

HISTORY/ FACTS / ISSUES:

- **APPROVAL RECOMMENDED BY CITY COUNCIL**
 - **PREVIOUS RADIO SYSTEM FOR DAWSON COUNTY ALREADY HAS COMPONENTS ON THE EXISTING WATER TOWER**
-

OPTIONS:

RECOMMENDED SAMPLE MOTION:

REQUESTED BY: Bob Bolz, City Manager

**INTERGOVERNMENTAL AGREEMENT REGARDING A COMMUNICATIONS TOWER
TO BE CONSTRUCTED AND LOCATED AT PARCEL No. 083 042, DAWSONVILLE, GA**

Between

**DAWSON COUNTY, GEORGIA AND DOWNTOWN DEVELOPMENT AUTHORITY
OF THE CITY OF DAWSONVILLE, GEORGIA**

This Intergovernmental Agreement ("IGA") entered into this _____ day of _____ 2024 (the "Effective Date") by and between **DAWSON COUNTY, GEORGIA**, a political subdivision of the State of Georgia, acting buy and through its governing DDA, (hereinafter the "**County**") and the **DOWNTOWN DEVELOPMENT AUTHORITY**, a body corporate and politic of the State of Georgia pursuant to the provisions of the Downtown Development Authorities Law (O.C.G.A. Section 36-42-1 et seq.), as amended (the "Act"), whose business address is 415 Highway 53 East, Suite 100, Dawsonville, Georgia 30534 (the "**DDA**"); and the Authority is now existing and operating and its members have been duly appointed and entered into their duties. The **DDA** and the **County** may be referred to herein as a "party" or collectively as the "parties".

WHEREAS, the DDA is authorized under the Act to make and execute contracts, agreements, and other instruments necessary or convenient to exercise the powers of the DDA.

WHEREAS, the County desires to construct a communications tower on a corner piece of PARCEL No. 083 042, near J. C. Burt, Dawsonville, GA 30534, which tower is intended to be used primarily to install certain public safety systems and equipment in the exercise of powers related to the County's law enforcement and fire protection services, including ambulance and emergency rescue services; and

WHEREAS, the County and the DDA desires to enter into this IGA authorizing the County to construct a communications tower and continued use of the equipment shelter building and generator on a corner piece of PARCEL No. 083 042, near J. C. Burt, Dawsonville, GA 30534, as outlined herein;

1. **Authorization of the County by the DDA.** The DDA hereby authorizes the County to construct a communications tower on the Premises; provided that such authorization

is contingent upon the following:

- a. The tower the County is authorized to build shall be of a design and appearance that is in substantial conformity with the design specifications attached hereto as **Exhibit A**;
- b. The County shall comply with the City's Building Codes regarding construction of such tower;
- c. The County shall otherwise comply with any pertinent State or federal regulations regarding construction of the tower;
- d. The tower shall have as its primary purpose the installation, operation, and maintenance of a public safety radio communication system, to include antennas and related infrastructure;
- e. The compound shall be 80 foot by 80 foot with 8' fence and gate for the tower, building, generator and fuel tank.
- f. The County shall be responsible for all costs associated with tower construction, operation, maintenance and repair.

A map of the approximate location for the tower is attached hereto as **Exhibit B**.

2. **Continued Use of the Equipment Shelter Building and Generator.** The DDA authorizes the continued use of the equipment shelter building and generator.

3. **Term.** The term of this IGA shall be for fifty (50) years beginning on the Effective Date as shown above and ending at 11:59 P.M., prevailing legal time in Dawsonville, Georgia, on the day immediately preceding the fiftieth (50th) anniversary of the Effective Date, unless sooner terminated as hereinafter provided.

4. **No Joint Venture** - The Parties hereto agree that nothing contained within this Agreement can be or should be construed as creating a joint venture or partnership between the

County and the DDA; and that any construction on the Premises shall be the exclusive responsibility and sole obligation of the County, with the exception of the other entities' equipment. Neither party has, and shall not have, any power, nor will either party represent that it has any power, to bind the other party or to assume or create any obligation or responsibility on behalf of the other party. Each agency shall act at its own risk and responsibility. Each party hereto agrees that, as to liability arising out of the ownership, use, possession or operation of the tower, each shall rely upon its protection of constitutional sovereign immunity and any applicable statutory protections as to any claims and demands arising out of this Agreement.

5. **Public Procurement Requirements.** The County agrees that any communications tower constructed on the Premises will be constructed in full compliance with all public works bidding requirements of the State of Georgia.

6. **E-verify and Title VI:** The County agrees that any contracts let regarding construction of the tower shall contain all required E-verify and Title VI requirements under applicable law.

7. **Governing Law, Disputes and Venue.** This IGA shall be governed by and construed in accordance with the laws of the State of Georgia. If any disputes or issues arise in connection with this IGA which cannot be resolved amicably, then either party shall have the right to request the other party participate in non-binding mediation. The mediator shall be mutually agreed upon, and the costs of the mediator shall be shared equally between the parties. In the event there is no request for mediation or mediation efforts fail, then any dispute or issues shall be resolved through litigation. In the event mediation is unsuccessful or deemed futile, the County and the DDA shall each be entitled to pursue all available remedies at law or equity; provided that any action or suit related to this IGA shall be brought in the Superior Court of Dawson County, Georgia, and the parties hereby submit to the jurisdiction and venue of such court.

8. **Entire Agreement/Amendment.** This IGA contains the entire agreement of the parties and supersedes all prior communications or agreements, whether oral, written, or understood, regarding the subject of this IGA. This IGA may be modified or amended only in writing properly executed by both parties.

9. **Assignment.** The privileges herein granted are personal to the County, and the County shall not sell, assign or transfer or attempt to sell, assign or transfer this Agreement or the privileges herein granted without the prior written consent of the DDA. The parties hereby agree that the Agreement and all the terms hereof shall be binding them and their successors, agents, heirs and assigns permitted by this Agreement.

10. **Severability.** If any portion of this IGA shall be held to be invalid, illegal, void or otherwise unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If a court of competent jurisdiction finds that any provision of this IGA is invalid or unenforceable but that, by limiting such provision, it would become valid and enforceable, then such provision shall be deemed to be written, construed, and enforced as so limited.

11. **Third Party Beneficiaries.** This IGA is entered into for the benefit of the parties hereto only and shall confer no benefits, direct or implied, to any third persons or authorize anyone not a party to this IGA to maintain an action pursuant to the terms or provisions of this IGA.

12. **Notification.** Any notices required to be given pursuant to the provisions of this IGA shall be given in writing and shall be deemed received, and shall be effective when: (1) personally delivered, or (2) on the third day after the postmark date when mailed by certified mail, postage prepaid, return receipt requested, or (3) upon actual delivery when sent via national overnight commercial carrier to the other party at the address given below, or at a substitute address previously furnished to the party by written notice in accordance herewith:

To Dawson County:

Dawson County, Chairman

25 Justice Way, Suite 2214

Dawsonville, GA 30534

To DDA:

Director of Downtown Development

415 Hwy 53 E., Suite 100

Dawsonville, GA 30534

13. **Authority to Execute.** Each of the individuals executing this IGA on behalf of

his or her respective party agrees and represents to the other party that he or she is authorized to do so and further agrees and represents that this IGA has been duly passed upon by the required governmental agency or board in accordance with all applicable laws and spread upon the minutes thereof. The parties hereto agree that this IGA is an intergovernmental contract, and is entered into pursuant to O.C.G.A. Section 36-42-1 et seq.

14. **Records.** Each party shall maintain records relating to matters covered by this IGA as required by Georgia law. Such records shall be maintained for a period of three years following the termination of this IGA.

15. **Modification; Waiver.** No modification or waiver of any of the terms and conditions of this IGA shall be effective unless such modification or waiver is expressed in a writing executed by each of the parties hereto.

16. **Force Majeure.** Neither the County nor the County shall be liable for their respective non- negligent or non-willful failure to perform or shall be deemed in default with respect to the failure to perform (or cure a failure to perform) any of their respective duties or obligations under this IGA or for any delay in such performance due to: (a) any cause beyond their respective reasonable control; (b) any act of God; (c) any change in applicable governmental rules or regulations rendering the performance of any portion of this IGA legally impossible; (d) earthquake, fire, explosion or flood; (e) strike or labor dispute; (f) delay or failure to act by any governmental or military DDA; or (g) any war, hostility, embargo, sabotage, civil disturbance, riot, insurrection or invasion. In such event, the time for performance shall be extended by an amount of time equal to the period of delay caused by such acts, and all other obligations shall remain intact.

17. **Counterparts.** This IGA may be executed in multiple counterparts, and each counterpart shall be considered an original.

18. **Interpretation.** The parties hereto have cooperated in the preparation of this IGA, and hence, it shall not be interpreted or construed against or in favor of either party by virtue of identity, interest, or affiliation of its preparer.

19. **Captions.** The captions of each numbered paragraph hereof are for purposes of identification and convenience only and should be completely disregarded in construing this Agreement.

20. **Liability.** The County agrees that it shall be responsible for such installation, maintenance, operation and repair in a safe and proper manner of the tower. The DDA shall have no duties or responsibilities for installing, maintaining, operating or repairing the County's tower.

21. **Time of Essence.** All time limits stated herein are of the essence of this Agreement.

22. **Miscellaneous.**

- a. This instrument embodies the entire understanding, written and oral, in effect between the parties, relating to the subject matter hereof.
- b. If one or more of the provisions contained herein will for any reason be held by any court of competent jurisdiction to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability will not affect any other provision hereof, and this Agreement will be construed as if such invalid, illegal or unenforceable provision had never been contained herein.
- c. The parties agree that the foregoing recitals are true and correct and incorporated herein by this reference.

-Signature Page to Follow-

IN WITNESS WHEREOF, the County and the DDA have caused this Intergovernmental Agreement to be executed under seal as of the Effective Date first written above.

DAWSON COUNTY, GEORGIA

By: _____

Name: _____

Title: _____

Date: _____

Attest:

By: _____

Name: _____

Title: _____

DOWNTOWN DEVELOPMENT
AUTHORITY OF THE CITY OF
DAWSONVILLE

By: _____

Name: _____

Title: _____

Date: _____

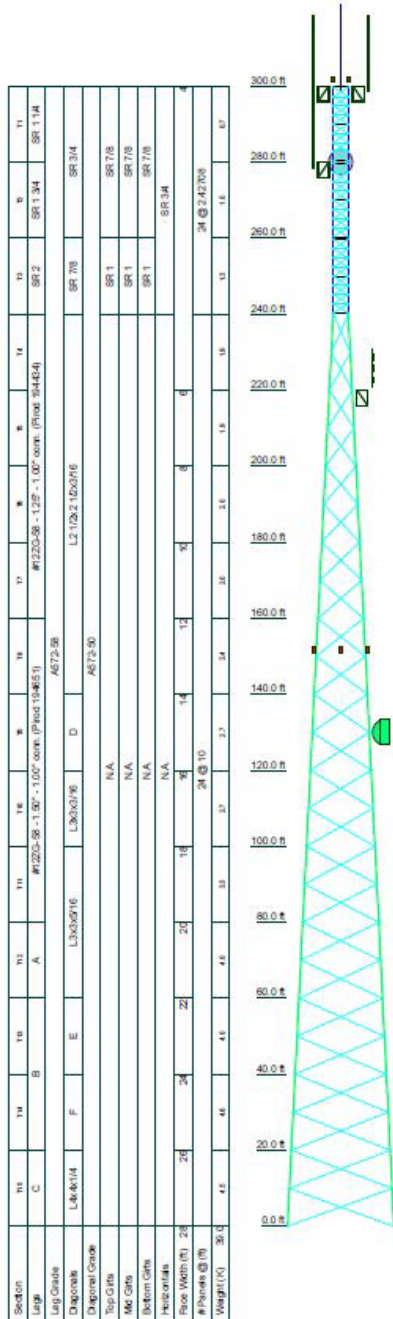
Attest:

By: _____

Name: _____

Title: _____

EXHIBIT A Design of Tower



DESIGNED APPURTENANCE LOADING

TYPE	ELEVATION	TYPE	ELEVATION
21' LRE with 7'-6" lightning rod (arm=11.5')	300	HXB-6W(TR)	280
Beacon	300	SP1 BOG6	278
Beacon	300	ATC-G01V4C	220
ATC-G07V120-2	300	SP1 BOG6	218
ATC-G07V120-2	300	OB light	150
ATC-G07V120-2	300	OB light	150
TTA (24"x12"x8")	300	OB light	150
TTA (24"x12"x8")	300	3" x 17' 5ch. 80(3' 5" OD x 0.3" thk) FACE MOUNTED PIPE TO ATTACH DISH FRAME TIE BACK STRUT	130
TTA (24"x12"x8")	300	3" x 17' 5ch. 80(3' 5" OD x 0.3" thk) FACE MOUNTED PIPE TO ATTACH DISH FRAME TIE BACK STRUT	130
SP1 BOG6	296	SP1 R5 (Includes 4 5"x72" Pipe)	130
SP1 BOG6	296	HXB-6W(TR)	130
SP1 BOG6	296		
ATC-G07V120-4	280		
SP1 R5 (Includes 4 5"x72" Pipe)	280		

SYMBOL LIST

MARK	SIZE	MARK	SIZE
A	#1220-58 - 1.75" - 1.00" conn. (TR-1) (Prod 195213)	D	L2 1/2x2 1/2x1/4
B	#1220-58 - 1.75" - 1.00" conn. (Prod 195217)	E	L3 1/2x3 1/2x1/4
C	#1220-58 BAGE - 1.75" - 1.25" conn. (Prod 281213)	F	L3 1/2x3 1/2x5/16

MATERIAL STRENGTH

GRADE	Fy	Fu	GRADE	Fy	Fu
A572-58	58 ksi	75 ksi	A572-50	50 ksi	65 ksi

TOWER DESIGN NOTES

1. Tower is located in Dawson County, Georgia.
2. Tower designed for Exposure C to the TIA-222-H Standard.
3. Tower designed for a 113 mph basic wind in accordance with the TIA-222-H Standard.
4. Tower is also designed for a 30 mph basic wind with 1.50 in ice. Ice is considered to increase in thickness with height.
5. Deflections are based upon a 60 mph wind.
6. Tower Risk Category III.
7. Topographic Category 1 with Crest Height of 0.00 ft
8. Considered T-Line Brackets to the top.
9. Tower design does not include Safety Climb Ladder. Break-down legs are designed to act as climbing facility.
10. Tower designed not to exceed 75% its structural capacity.
11. TOWER RATING: 74.8%

ALL REACTIONS ARE FACTORED

MAX. CORNER REACTIONS AT BASE:

DOWN: 264 K
SHEAR: 28 K

UPLIFT: -221 K
SHEAR: 23 K

AXIAL
173 K

SHEAR
7 K

MOMENT
1110 kip-ft

TORQUE 7 kip-ft
30 mph WIND - 1.5000 in ICE

AXIAL
53 K

SHEAR
42 K

MOMENT
5968 kip-ft

TORQUE 33 kip-ft
REACTIONS - 113 mph WIND

valmont

1545 Pidco Drive
ST. CLAIRS
Plymouth, IN

Valmont Industries, Inc. Global Telecom Phone: (574) 936-4221
FAX: (574) 936-6458

Job: **Quotation 576856-03**

Project: **U-28" x 300" - JC Burr Road**

Client: **Motorola**

Drawn by: **NS**

Appd:

Code: **TIA-222-H**

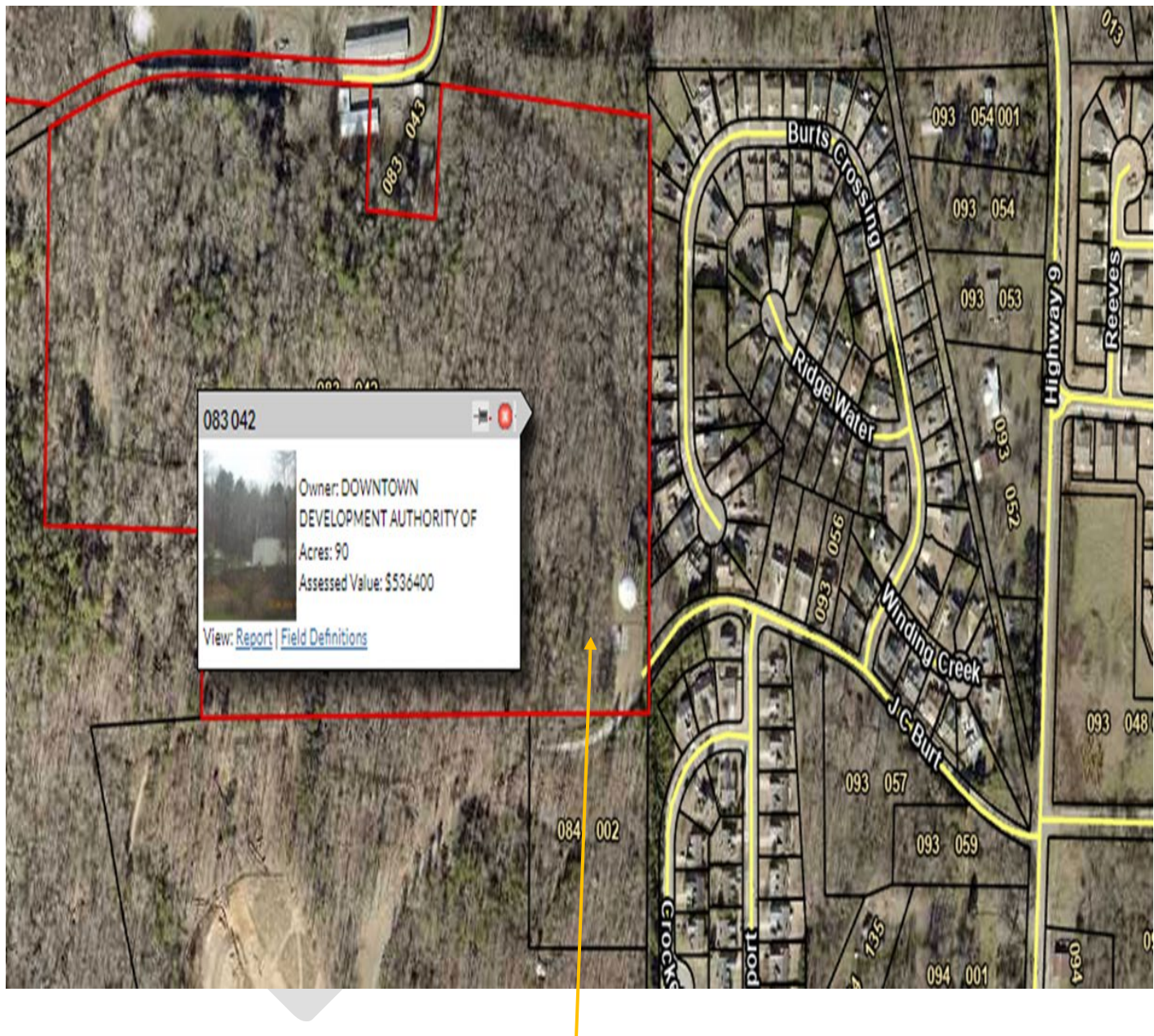
Date: **09/14/23**

Scale: **NTS**

Path:

Dwg No: **E-1**

EXHIBIT B
Map of Location of Tower



In order to upgrade the public safety radio communications system, the county has contracted with Motorola to build a new radio tower, fencing and pad. The County will reuse the existing propane tank, generator and equipment shelter in the vicinity behind the water tower.



DOWNTOWN DEVELOPMENT
AUTHORITY
EXECUTIVE SUMMARY FOR
AGENDA ITEM # 10

SUBJECT: **UPDATE CHECKING ACCOUNT AUTHORIZED SIGNATURES AND DEBIT CARD**

DDA MEETING DATE: 01/22/2024

PURPOSE FOR REQUEST:

**TO REMOVE AND/OR ADD NEW AUTHORIZED SIGNERS TO THE CHECKING AND UPDATE
THE DEBIT CARD AUTHORIZED HOLDER AS DIRECTED**

HISTORY/ FACTS / ISSUES:

OPTIONS:

RECOMMENDED SAMPLE MOTION:

REQUESTED BY: Amanda Edmondson, Director of Downtown Development



DOWNTOWN DEVELOPMENT
AUTHORITY
EXECUTIVE SUMMARY FOR
AGENDA ITEM # 11

SUBJECT: **COLLABORATIVE NASCAR ADVERTISEMENT**

DDA MEETING DATE: **01/22/2024**

PURPOSE FOR REQUEST:

TO RATIFY APPROVAL OF COLLABORATIVE NASCAR ADVERTISEMENT PURCHASE

**** 1/12/24 DRAFT OF AD IS ATTACHED**

HISTORY/ FACTS / ISSUES:

- **JOINT ADVERTISING OPPORTUNITY WITH THE GEORGIA RACING HALL OF FAME AND ATLANTA MOTORSPORTS PARK TO PURCHASE A FULL PAGE AD IN NASCAR'S MAGAZINE FEATURING THE 75 GREATEST DRIVERS**
 - **COST IS \$2,500 DOLLARS TOTAL – DIVIDED THREE WAYS**
-

OPTIONS:

RECOMMENDED SAMPLE MOTION:

REQUESTED BY: Amanda Edmondson, Director of Downtown Development



DAWSONVILLE

America's

Fastest Small Town

Just a short drive from Atlanta, the charming small town of Dawsonville, Georgia is the birthplace of stock-car racing, NASCAR legend Bill Elliott, and rising star Chase Elliott. Is it the Bully Burgers at the Pool Room? Visit the Georgia Racing Hall of Fame in Downtown Dawsonville to experience Dawsonville heritage and exciting new additions in 2024 including a new distillery, brewery, restaurant, outdoor spaces, and NASCAR simulators. Along the most scenic route to the North Georgia Mountains, Dawsonville is near the Atlanta Motorsports Park, the Appalachian Trail trailhead, the Amicalola Falls State Park & Lodge, the North Georgia Premium Outlets, Burt's Pumpkin Farm, Lake Lanier and other attractions. You'll find rich history, unique shopping and dining experiences, and unmatched southern small-town hospitality. Stay a spell for Food Truck Fridays, free concerts, and special events in Main Street Park, like the annual Mountain Moonshine Festival in October.



COMING
IN 2024

GEORGIA RACING HALL
OF FAME EXPANSION:
NASCAR SIMULATORS, NEW
EXHIBITS, A DISTILLERY,
OUTDOOR GAMES & MORE!

