

CITY OF SOUTH FULTON, GEORGIA
REGULAR COUNCIL MEETING - Welcome All Park Multipurpose Center 4255 Will Lee
Road, South Fulton, GA ,30349
Tuesday, September 27, 2022, 4:00 PM



The Honorable khalid kamau, Mayor
The Honorable Catherine F. Rowell, District 1 Councilmember
The Honorable Carmalitha Gumbs , District 2 Councilmember
The Honorable Helen Z. Willis, District 3 Councilmember
The Honorable Jaceey Sebastian, District 4 Councilmember
The Honorable Corey A. Reeves, District 5 Councilmember
The Honorable Natasha Williams, District 6 Councilmember
Vacant, District 7 Councilmember

REGULAR COUNCIL MEETING AGENDA

- I. 4:00 p.m. Invocation
- II. 4:02 p.m. Pledge of Allegiance
- III. 4:03 p.m. Roll Call- Corey Adams, City Clerk
- IV. 4:05 p.m. Meeting Called to Order- Mayor khalid (*Times are estimates only)
- V. 4:06 p.m. Adoption of Council Agenda
- VI. 4:10 p.m. Approval of City Council Meeting Minutes
 - 1. Request Council Approval of City Council Regular Meeting Minutes from August 23, 2022 (City Clerk)
 - 2. Request Council Approval of City Council Work Session Minutes from September 13, 2022 (City Clerk)
 - 3. Request Council Approval of City Council Alcohol/Zoning Public Hearing Minutes from September 13, 2022 (City Clerk)
 - 4. Request Council Approval of City Council Special Called Meeting Minutes from Millage Rate Hearings on August 24, 2022, August 31, 2022 and August 31, 2022 (City Clerk)
 - 5. Request Council Approval of City Council Special Called Meeting Minutes from FY23 Budget Hearings on September 13, 2022 and September 21, 2022 (City Clerk)

VII. 4:11 p.m. Proclamation Presentations

6. 4:10 p.m. Proclamation Presentation to Major Tina Johnson (Councilwoman Willis and Full Council)
7. 4:17 p.m. Proclamation Presentation to Captain Troy Blackmon (Councilwoman Willis and Full Council)

VIII. 4:25 p.m. Public Comments

Speakers will be granted a total of two (2) minutes each and public comments will not exceed thirty (30) minutes. Speakers will not be allowed to yield or donate their time to other speakers. Speakers must identify themselves and their addresses prior to speaking. Speakers may only address the Presiding Officer, shall observe all rules of decorum. No debate, disrespect or obscenities shall be tolerated. The Presiding Officer shall rule any such individual out of order that fails to comply with the foregoing.

IX. 4:55 p.m. Consent Agenda Items

8. Mayor/Council Proclamations for Spreading on the Minutes:

TYRONE AND JARDINE SPEARS DAY (Mayor khalid and Mayor Pro Tem Reeves)

X. 5:00 p.m. Agenda Items - Part One

9. **CITY COUNCIL and CITY ADMINISTRATION**

5:00 p.m. First Read of An Ordinance Amending the City Council District Maps Due To Reapportionment As A Result of the 2020 Census

10. 5:05 p.m. Second Read and Request Council Approval of An Ordinance To Amend Article IV Administrative Affairs Of The City Of South Fulton Charter To Add Section 4.16, Internal Auditor; And For Other Lawful Purpose Resolution. (Sponsored by Councilmember Williams)
11. 5:15 p.m. Second Read and Request Council Approval of An Ordinance By The City Of South Fulton Creating The Department Of Public Affairs; Establishing The Position Of Director Of Public Affairs With The Department Of Public Affairs, Creating The Position of Press Secretary Within The City Manager's Office; Providing Job Summaries And Principle Duties And Responsibilities Of All Positions; And For Other Lawful Purposes Resolution. (Sponsored by Councilmember Williams)
12. 5:20 p.m. Second Read and Request Council Approval of An Ordinance To Amend Section 1-6009, Departments, Generally, For The Purpose Of Modifying The Title And Responsibilities Of The Department Of Communications And External Affairs; Adding The Department Of Public Affairs; And For Other Lawful Purposes Resolution. (Sponsored by Councilmember Williams)
13. 5:25 p.m. Second Read and Request Council Approval of A Ordinance Amending the City Charter – City Clerk Duties (Sponsored by Councilmembers Willis, Gumbs, Sebastian, Reeves, Williams)

14. 5:30 p.m. Request Council Approval of An Emergency Ordinance Declaring A State Of Emergency In The City Of South Fulton; Providing For City Meetings To Be Held Virtually; Providing For An Effective Date And For Other Lawful Purposes (Sponsored by Councilmember Rowell)
15. 5:35 p.m. Second Read and Request Council Approval Of An Ordinance To Amend Title 1, Administration, Chapter 6, Municipal Employees, Of The Code Of Ordinances, City Of South Fulton, GA To Add Section 1-6011 Temporary Employment Services And For Other Lawful Purposes (Sponsored by Councilmembers Williams, Willis, Sebastian, Reeves)
16. 5:45 p.m. Request Council Approval for the Implementation of the South Fulton Police Department Incentive Pay Plan, effective Oct. 1, 2022. Employees will be eligible for up to \$10,000 in incentives in addition to their Base salary. SFPD General Fund – Personnel (Police)

XI. 6:15 p.m. Intermission - 15 minutes

XII. 6:30 p.m. Public Hearing and Presentations

17. 6:30 p.m. Request Council Approval of a Resolution to modify the geographic boundaries of the City of South Fulton's Urban Redevelopment Area (URA) by adding Fulton Industrial Boulevard as a redevelopment area. This redevelopment area in the Urban Redevelopment Plan (URP) will be considered "URA 14 – Fulton Industrial Boulevard". (Economic Development)
18. 6:35 p.m. Old National Highway Corridor Livable Centers Initiative (LCI) (Presented by The Collaborative Firm)

XIII. 6:50 p.m. Alcohol License, Rezoning, Variance and Modification Cases (For Motion and Vote)

19. 6:50 pm Request Council Approval of an alcohol license for General Wholesale Co. dba General Wholesale Co. for an alcohol license for the wholesale sale of beer at 300 Villanova Drive, South Fulton, GA 30336 (District 1)
20. 6:52 p.m. Request Council Approval of an alcohol license for Crown Imports LLC, dba Crown Imports for an alcohol license for the wholesale sale of beer and distilled beverages at 105 Eagle Vista Pkwy., SW Atlanta, GA 30336 (District 1)
21. 6:55 p.m. Request Council Approval of an alcohol license for Gas Express, Inc. dba Circle K #230 for an alcohol license for the retail sale wine and malt beverages at 5955 Fulton Industrial Blvd., Suite A, Atlanta, GA 30336 (District 1)
22. 7:00 p.m. U22-006: Request Council Consideration of a special use permit for a boarding school located at 5545 Stonewall Tell Rd. (District 3)
23. 7:03 p.m. U22-008: Request Consideration of a special use permit for a hair salon located at 5495 Old National Hwy. Suite C-S. (District 5)

24. 7:08 p.m. Z22-010: Request Consideration of a request to rezone from AG-1 to CUP for 77 single family homes located 7500 Hall Rd. (District 4)

XIV. 7:32 p.m. Agenda Items - Part Two

25. **AMERICAN RESCUE PLAN ACT (ARPA)**

7:32 p.m. Request Council Approval to enter into an agreement with Greocko, Inc. (dba) LiveStores/ FORWARD for an amount not to exceed \$115,000.00 to administer the Mortgage and Rental Assistance Program for the City of South Fulton. Funding has been allocated from the ARP FY 22 budget and CDRA Professional Services FY 23 budget (100-7410-52-1200). (CDRA)

26. **PLANNING AND PUBLIC WORKS**

- 7:38 p.m. Request Council Approval to transfer \$1.2 million from general fund revenue to the CDRA Professional Services line item (Acct: # 100-7410-52-1200) FY 22 to pay for outstanding invoices for Charles Abbott Associates (CAA). (CDRA)
27. 7:48 p.m. Request Council Approval for purchase of a new mobile stage from a single sole source vendor in the amount of \$216,725.00 using funds that was approved at the mid-year budget. Requesting council to award a single sole source contract to Wenger Corporation. 100-6110-54-2500 (Parks and Recreation)
28. 7:52 p.m. Request approval of an Intergovernmental Agreement with City of Atlanta Department of Watershed Management to relocate water lines in conflict with project OSI 604 Campbellton Road at Stonewall Tell Road. The City of Atlanta will advance payment upon execution of the agreement for the anticipated cost of construction, inspection and oversight of the work up to \$93,738.00. (Public Works)
29. 7:58 p.m. Request Council Approval of payment to Greystone Power for the Power/Fiber for relocation costs associated with the relocation of conflicting power lines and poles on the double roundabout project T242 - Butner Road at Stonewall Tell Road project. Relocation cost in the amount of \$76,150.86, will be allocated from the Capital Improvement Acct#:335-4100-54-1400. (Public Works)
30. 8:02 p.m. Request approval of a contract for Acquisition of Rights of Way (ROW) for Federal- or State-Aid Project between the Georgia Department of Transportation (GDOT) and City of South Fulton for T277 Cochran Road over Camp Creek Bridge Replacement Project. The City of South Fulton is responsible for the 20% match (\$30,000) and 80% (\$120,000) Federal Funds of the total ROW cost (\$150,000) of the project. The 80% will be reimbursed to the City upon completion. Funding provided from Capital Improvement Acct 351-4100-54-1400. (Public Works)
31. 8:07 p.m. Request Council Approval of the installation of eight (8) speed tables, as a solution to addressing the excessive speed within the Enon Pines Subdivision. The purchase and installation of the eight speed tables in the amount of \$30,000 will be funded out of the school zone camera line 100-4100-52-1200, using District 1 funds. (Public Works)

32. 8:10 p.m. Request Council Approval of the Supplemental Agreement with Qk4 in the amount of \$87,466.19 to cover the additional scope and fees required to complete additional design and environmental services on project T266 New Hope Road Sidewalks. The funding is provided from the Capital Improvement Acct. 351-4100-54-1400. (Public Works)
33. 8:13 p.m. Request Council Approval to enter into a professional services agreement with Lowe Engineers, LLC to provide 24/7 traffic engineering support in various capacities and management of the CIP and T-SPLOST Programs, including the Fulton Industrial Area. The agreement will be effective October 1, 2022, and ending September 30, 2023 with three one-year renewal terms until September 30, 2026.(Public Works) (This item was previously approved at the August 23, 2022 City Council Meeting)
34. 8:18 p.m. Second Read and Request Council Approval of An Ordinance To Amend The City of South Fulton Zoning Ordinance For The Purpose Of Amending The Regulations Related To Fastening Bills, Advertisements, Notices To Poles and Trees, And Signs In Rights-Of-Way; And For Other Lawful Purposes (Sponsored by Councilmember Rowell)
35. 8:23 p.m. Second Read and Request Council Approval of An Ordinance To Amend The City Of South Fulton Zoning Ordinance For The Purpose Of Amending The Regulations Related To Solid Waste Transfer Stations; And For Other Lawful Purposes (Sponsored by Councilmember Rowell)

36. **PUBLIC SAFETY**

- 8:33 p.m. Second Read and Request Council Approval of An Ordinance To Amend Various Sections Of Title 16, Alcoholic Beverages, Of The City Of South Fulton Code Of Ordinances For Compliance With State Laws; To Update Certain Regulations Related To The Alcohol Fee Schedule; And For Other Lawful Purposes (Police)
37. 8:40 p.m. Request Council Approval of A Resolution Accepting Donation from Omni Trax in the amount of \$1,000 to the South Fulton Fire Department on behalf Owens Corning. (Fire)

XV. 8:43 p.m. Council Comments

XVI. 8:57 p.m. Executive Session, if needed

When an Executive Session is Required, one will be called for the following issues:

1) Personnel, 2) Litigation or 3) Real Estate

XVII Adjournment of Meeting

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: Request Council Approval of City Council Regular Meeting Minutes from August 23, 2022

DATE: September 27, 2022

SUBJECT: Request Council Approval of City Council Regular Meeting Minutes from August 23, 2022

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
Minutes_RM_2022_8_23_Meeting DRAFT	Cover Memo	9/27/2022

CITY OF SOUTH FULTON, GEORGIA
REGULAR COUNCIL MEETING - Welcome All Park Multipurpose Center 4255 Will Lee
Road, South Fulton, GA ,30349
Tuesday, August 23, 2022, 4:00 PM



REGULAR MEETING MINUTES

I. 4:00 p.m. Invocation

Minutes:

The invocation was rendered by Pastor Barbara McKee, Assistant Chaplain.

Councilmember Willis requested that the Pledge of Allegiance is added back to the Regular Meeting agenda consistent with the ordinance.

Attendee Name	Title	Status	Arrived
khalid kamau	Mayor	Present	
Catherine F. Rowell	District 1 Councilmember	Present	
Carmalitha Gumbs	District 2 Councilmember	Present	
Helen Z. Willis	District 3 Councilmember	Present	
Jaceey Sebastian	District 4 Councilmember	Present	
Corey A. Reeves	District 5 Councilmember	Present	
Natasha Williams	District 6 Councilmember	Present	
VACANT	District 7 Councilmember		

Following the roll call by the City Clerk, a quorum was established.

II. 4:05 p.m. Meeting Called to Order- Mayor khalid (*Times are estimates only)

Minutes:

The meeting was called to order by Mayor khalid kamau at 4:06 PM.

III. 4:06 p.m. Adoption of Council Agenda

Motion (Approve as Amended): Councilmember Gumbs

Second: Councilmember Sebastian

[Motion Approved]

Yea: 6 Gumbs, Reeves, Rowell, Sebastian, Williams, Willis
Nay: 0
Abstain: 0
Not Voting: 0

Minutes:

A motion was made to approve the agenda with the following amendments:

- 1. Request Council Approval of A Resolution By The City Of South Fulton City Council Recognizing The Proliferation Of Investor-Owned Housing In The City Of South Fulton And Urging The Georgia General Assembly To Protect Communities By Passing Legislation To Regulate Corporate Ownership Of Private Homes; And For Other Purposes. (Sponsored by Councilmember Gumbs)**
- 2. First Read of An Ordinance To Amend Section 1-6009, Departments, Generally, For The Purpose Of Modifying The Title And Responsibilities Of The Department Of Communications And External Affairs; Adding The Department Of Public Affairs; And For Other Lawful Purposes Resolution. (Sponsored by Councilmember Williams)**
- 3. First Read of An Ordinance By The City Of South Fulton Creating The Department Of Public Affairs; Establishing The Position Of Director Of Public Affairs With The Department Of Public Affairs, Creating The Position of Press Secretary Within The City Manager's Office; Providing Job Summaries And Principle Duties And Responsibilities Of All Positions; And For Other Lawful Purposes Resolution. (Sponsored by Councilmember Williams)**
- 4. First Read of An Ordinance To Amend Article IV Administrative Affairs Of The City Of South Fulton Charter To Add Section 4.16, Internal Auditor; And For Other Lawful Purposes Resolution. (Sponsored by Councilmember Williams)**
- 5. Request Approval of a special events permit for Old National Day scheduled for September 4, 2022**
- 6. Request Approval of a special events permit for Old National Merchants Association 5K Race scheduled for September 17, 2022**
- 7. Request Approval of a special events permit for Fastenal 5K Race scheduled for September 10, 2022**
- 8. Request Approval of a special events permit for the Yeek Festival scheduled for September 17, 2022**

The motion as amended was approved unanimously.

IV. 4:12 p.m. Approval of City Council Meeting Minutes

Motion (Approve): Councilmember Willis

Second: Councilmember Reeves

[Motion Approved]

Yea: 6 Gumbs, Reeves, Rowell, Sebastian, Williams, Willis
Nay: 0
Abstain: 0
Not Voting: 0

Minutes:

A motion was made to approve the following City Council Meeting Minutes:

Regular Meeting from May 25, 2022

Zoning Public Hearing from August 9, 2022

Work Session Meeting from August 9, 2022

Special Called Meeting from June 14, 2022, July 11, 2022, July 22, 2022 and August 16, 2022

The motion was approved unanimously.

1. Request Council Approval of City Council Regular Meeting Minutes from May 25, 2022 (City Clerk)
2. Request Council Approval of City Council Work Session Minutes from August 9, 2022 (City Clerk)
3. Request Council Approval of City Council Alcohol/Zoning Public Hearing Minutes from August 9, 2022 (City Clerk)
4. Request Council Approval of City Council Special Called Meeting Minutes from June 14, 2022, July 11, 2022, July 22, 2022, August 16, 2022 (City Clerk)

V. 4:15 p.m. Public Presentations

5. Red Cross Award Presentation (Councilmember Gumbs)

Minutes:

Red Cross Award Presentation to City of South Fulton employees, Desmond Montford and Elisha Bashir.

VI. 4:30 p.m. Public Comments

VII. 5:00 p.m. Consent Agenda Items

Motion (Approve): Councilmember Sebastian

Second: Councilmember Williams

[Motion Approved]

Yea: 6 Gumbs, Reeves, Rowell, Sebastian, Williams, Willis

Nay: 0

Abstain: 0

Not Voting: 0

Minutes:

A motion was made to approve the Consent Agenda.

The motion was approved unanimously.

6. Mayor/Council Proclamations for Spreading on the Minutes:

Anthony Wayne Holder Appreciation Day (Councilmember Rowell)
ALTA (Athletes Learning to Achieve) Blazzin' Basketball Program (Mayor Pro Tem Reeves)
Ann Doris Hylick Small Appreciation Day (Councilmember Rowell)
Deja Tyarra McCrary Memorial Day (Mayor khalid)
President Andrea M. Hall Appreciation Day (Councilmember Sebastian)
Rachelle Jamerson Holmes (Mayor Pro Tem Reeves)
Terry A. Collier Day (Mayor Pro Tem Reeves)
Bettye Ann Peters Appreciation Day (Councilmember Gumbs)
Helen Zenobia Fletcher Scroggins Appreciation Day (Councilmember Willis)
Rachel "Marie" Fields Appreciation Day (Councilmember Gumbs)
Katharine Edwards McNair Appreciation Day (Full Council)
Lionel Bernard "Bo" Foster Appreciation Day (Full Council)
Josephus Young, Sr. Appreciation Day (Councilmembers Willis and Rowell)
Kerferd Leon Foster, Sr. Appreciation Day (Councilmember Willis)
Shema World Appreciation Day (Councilmember Gumbs)
Zion Hill Baptist Church Appreciation Day (Mayor khalid)
Georgia Spartans Appreciation Day (Councilmember Willis)
Daphne Jordan Appreciation Day (Councilmember Willis)
Jasper Williams, Jr. Appreciation Day (Councilmember Rowell)
Ray Mills Day (Mayor khalid)
Healing Community Center Appreciation Day (Mayor khalid)
Charlie Key, Jr. Appreciation Day (Councilmember Rowell)

Minutes:

Item approved as a part of Consent Agenda.

7. Request Council Approval of Board/Committee Appointments:

Councilmember Sebastian appoints Ron D. Coleman to the Code Enforcement Board.
Councilmember Sebastian appoints Brian P. O'Donnell to the Board of Zoning Appeals.

Minutes:

Item approved as a part of Consent Agenda.

8. Request Council confirmation of the following recorded development plats as approved by the City Engineer pursuant to Section 4.2.2.E of the Subdivision Regulations, Appendix D:
- a. Council to confirm the plat for Butner Estates – Phase 1 (District 2)
 - b. Council to confirm the plat for Dillon Park (District 3)
 - c. Council to confirm the plat for Mallory Park – Phase 2 (District 5)
 - d. Council to confirm the plat for Renaissance at South Park – Phase 4B (District 7)

Minutes:

Item approved as a part of Consent Agenda.

9. Request Council Approval of A Resolution Declaring September 19 Through September 23, 2022 Minority Business Opportunity Week In The City Of South Fulton, Georgia (Sponsored by Mayor khalid)

Minutes:

Item approved as a part of Consent Agenda.

10. Request Council Approval to enter into an Interconnection Agreement with Greystone Power Corporation to install solar panels at Fire Station # 6 at 6720 Cedar Grove Rd Fairburn, Georgia. RFP 22-001 Supply and Installation of Solar Battery at Fire Station # 6 was released on 01/15/2021. Ecoelectric, LLC was awarded the contract as the lowest most responsive and responsible vendor and approved by council on March, 22, 2022. Greystone Power requires an interconnection agreement to install, operate and maintain a distributed generation facility as defined in the Cooperatives Distributed Generation Policy. No cost agreement. (Public Works)

Minutes:

Item approved as a part of Consent Agenda.

11. Request to drawdown \$87,000 from the reserves in the Confiscated Asset Account to amend Fund #210 - Confiscated Asset Fund for the purchase of a 2022 Ford F150 Truck and outfitting, equipment, graphics for Explosives and Firearms K9 and Handler. (Police)

Minutes:

Item approved as a part of Consent Agenda.

12. Approval to enter into Purchase Agreement for 10 years with Axon Enterprises for 100 - 2021 Taser 7 Certification Bundle with an annual cost of \$70,740 from the Police Department Budget. (Police)

Minutes:

Item approved as a part of Consent Agenda.

VIII. 5:03 p.m. Alcohol License, Rezonings, Variance and Modification Cases (For Motion and Vote)

13. 5:03 p.m. Request Council approval of an Alcohol License for 2749 Hillandale, LLC dba Neighborhood Food Mart for retail sales of wine and malt beverages at 2749 Flat Shoals Rd., South Fulton, GA 30349 (Police) District 6

Motion (Approve): Councilmember Williams

Second: Councilmember Reeves
[Motion Approved]

Yea: 6 Gumbs, Reeves, Rowell, Sebastian, Williams, Willis
Nay: 0
Abstain: 0
Not Voting: 0

Minutes:

A motion was made to approve an Alcohol License for 2749 Hillandale, LLC dba Neighborhood Food Mart for retail sales of wine and malt beverages at 2749 Flat Shoals Rd., South Fulton, GA 30349.

The motion was approved unanimously.

14. 5:05 pm Request Council to consider Z21015 7245 Bethsaida Dr., 7329 Bethsaida Dr., 0 Bethsaida Rd., 2234 Bethsaida Rd., 2224 Bethsaida Dr as a request to rezone from AG1 and C1 to R5 for the purpose of constructing 85 single family, fee simple homes. District 7 (Case deferred from June 14, 2022 Special Called Meeting) District 7

Motion (Approve w/ Conditions): Councilmember Williams
Second: Councilmember Sebastian
[Motion Approved]

Yea: 5 Gumbs, Rowell, Sebastian, Williams, Willis
Nay: 1 Reeves
Abstain: 0
Not Voting: 0

Minutes:

A motion was made to approve, with staff conditions enumerated in the August 23, 2022, staff report, the request to rezone from AG-1 and C-1 to R-5 for the purpose of constructing 85 single-family, fee simple homes.

The motion was approved 5-1. Councilmember Reeves voted in opposition.

Motion (Previous Question): Councilmember Gumbs
Second: Councilmember Sebastian
[Motion Approved]

Yea: 5 Gumbs, Rowell, Sebastian, Williams, Willis
Nay: 1 Reeves
Abstain: 0
Not Voting: 0

Minutes:

A motion was made to call the previous question.

The motion was approved 5-1. Councilmember Reeves voted in opposition.

15. 5:10 p.m. Request Council to consider Z22-004, U22-003 and CV22-002 3505 Cascade Rd. as a request to rezone from C-1 to C2 and obtain a special use permit for a convenience store with gas pumps and concurrent variances regarding the stream buffer, Cascade Overlay Requirements, and tree planting requirements, and sign ordinance. (District 1) -AND-

Motion (Approve w/ Conditions): Councilmember Rowell

Second: Councilmember Williams

[Motion Approved]

Yea: 6 Gumbs, Reeves, Rowell, Sebastian, Williams, Willis

Nay: 0

Abstain: 0

Not Voting: 0

Minutes:

A motion was made to approve, with staff's conditions enumerated in the August 23, 2022 staff report, the request to rezone from C-1 to C-2 and obtain a special use permit for a gas station. The motion included the approval of the concurrent variances in accordance with staffs recommendations with the adjustment that the parking lot island variance be approved with the condition that parking islands shall be required every 8 spaces, except on the South side of the building the parking islands shall be required every 10 spaces.

The motion was approved unanimously.

16. 5:12 p.m. Second reading of an Ordinance to Waive Distance Requirements (separate vote) for a Gas Station located at 3505 Cascade Road (only), Atlanta, GA 30311 (Sponsored by Councilmember Rowell)

Motion (Approve): Councilmember Rowell

Second: Councilmember Gumbs

[Motion Approved]

Yea: 6 Gumbs, Reeves, Rowell, Sebastian, Williams, Willis

Nay: 0

Abstain: 0

Not Voting: 0

Minutes:

A motion was made to approve an Ordinance to Waive Distance Requirements (separate vote) for a Gas Station located at 3505 Cascade Road (only), Atlanta, GA 30311.

The motion was approved unanimously.

IX. 5:15 p.m. Agenda Items - Part One

17. CITY PURCHASES AND CONTRACTS

5:15 p.m. Request Council to enter into a contract with Tyler Technologies to provide a system for Financial Management and Community Development. The funding for this item is within the FY22 budget for an expenditure of not to exceed \$650,000 the first year, \$600,000 the second year and \$400,000 the 3rd year. These costs are expended through staggered payments through the implementation over the next 12 to 13 months. As these services come online, the cancelation of old services will offset the cost by an estimated reduction of \$220,000 annually. The source of funding is FY22 Finance Capital Budget and the Information Technology Software Line. (Information Technology - Finance)

Motion (Approve): Councilmember Willis

Second: Councilmember Rowell

[Motion Approved]

Yea: 6 Gumbs, Reeves, Rowell, Sebastian, Williams, Willis

Nay: 0

Abstain: 0

Not Voting: 0

Minutes:

A motion was made to provide approval to items 17-25 as a group vote.

Mayor khalid requested that the City Attorney opine whether group voting was permissible.

The City Attorney advised that as long as each item is sounded and it is clear which items are being voted upon, the requested voting method is permissible.

The motion was approved unanimously.

18. 5:25 p.m. Request Council Approval to renew agreement for the open records request software with Granicus-GovQA. The renewal amount is \$29,000 and is budgeted in the FY22 Information Technology budget. (Information Technology-City Clerk)

Minutes:

Item approved as a part of group block vote for items 17-25.

19. 5:35 p.m. Request Council Approval to enter into an agreement with Streetview to provide data and access to paving management. The cost is \$57,000 funded through Information Technology budget. (Information Technology – Public Works)

Minutes:

Item approved as a part of group block vote for items 17-25.

20. 5:40 p.m. Request Council Approval to procure and implement professional services for cyber security services and quarterly review from Patriot Consulting. There is no financial impact, funding is available in FY22 Budget in the amount of \$57,000. (Information Technology)

Minutes:

Item approved as a part of group block vote for items 17-25.

21. 5:43 p.m. Request Council Approval to enter into an agreement with EPR Systems to provide a records management system for the Fire Department. The cost is \$37,000 funded Information Technology software line. (Information Technology – Fire)

Minutes:

Item approved as a part of group block vote for items 17-25.

22. 5:45 p.m. Request Council Approval to procure and implement an inventory management solution from Operative-IQ software for the Fire and Rescue department. The cost is \$25,000 funded in the Information Technology software line. (Information Technology – Fire)

Minutes:

Item approved as a part of group block vote for items 17-25.

23. 5:47 p.m. Request Council Approval to purchase new fire hose to be placed on new apparatus and to replace old and worn hose in the department. The total amount is \$113,760 funded from the FY22 Capital Improvement Fund. (Fire)

Minutes:

Item approved as a part of group block vote for items 17-25.

24. 5:50 p.m. Request Council request to purchase new Motorola radios for new apparatus and new portable radios for replacement and upgrades. We need to purchase 10 mobile radios for new apparatus and vehicles and 10 new portables for employees' safety and communication ability. The cost is \$126,373, which covers the device and programming and is budgeted for in the FY22 Capital Improvement Fund. (Fire)

Minutes:

Item approved as a part of group block vote for items 17-25.

25. 5:52 p.m. Request Council Approval to purchase three (3) 2023 Chevy Tahoe Pursuit for executive staff. These vehicles will be purchased thru the Statewide Contract #99999-001-SPD0000183-0002. Total amount for all three vehicles is \$121,536 funded from the FY22 Capital Improvement Fund. (Fire)

Minutes:

Item approved as a part of group block vote for items 17-25.

26. 5:55 p.m. Request Council Approval to purchase three (3) Chevy Silverado 1500 trucks for the Health and Safety Officer, Captain of Fire Inspections and Captain of Investigations. The total for all three (3) trucks is \$119,231 from the FY22 Capital Improvement Fund. (Fire)

Motion (Approve): Councilmember Rowell

Second: Councilmember Willis

[Motion Approved]

Yea: 5 Gumbs, Rowell, Sebastian, Williams, Willis

Nay: 1 Reeves

Abstain: 0

Not Voting: 0

Minutes:

A motion was made to provide approval to items 26-30 as a group vote.

The motion was approved 5-1. Councilmember Reeves voted in opposition.

Motion (Previous Question): Councilmember Willis

Second: Councilmember Williams

[Motion Approved]

Yea: 6 Gumbs, Reeves, Rowell, Sebastian, Williams, Willis

Nay: 0

Abstain: 0

Not Voting: 0

Minutes:

A motion was made to call the previous question.

The motion was approved unanimously.

27. 6:00 p.m. Request Council Approval of Intergovernmental Agreement with City of Atlanta Fire Rescue Department. This agreement allows South Fulton Fire & Rescue to provide fire and emergency services to areas off New Hope Road and Cascade Road for \$680,022 per year (payable by Atlanta Fire Rescue). (Fire)

Minutes:

Item approved as a part of group block vote for items 26-30.

28. 6:05 p.m. Request Council Approval authorizing staff to piggyback off Fulton County's Standby Miscellaneous Construction Service Agreement with Wade Coots Company, Inc. in the amount not to exceed \$1,500,000 from the Stormwater Fund. This standby contract is for providing all labor, equipment, and materials necessary for the construction, installation, and emergency repair of miscellaneous wastewater mains, wastewater service lines, and other required improvements to the wastewater collection system- Citywide. (Public Works)

Minutes:

Item approved as a part of group block vote for items 26-30.

29. 6:10 p.m. Request Council Approval authorizing staff to execute a piggyback agreement with the City of Dunwoody and to enter into an agreement with Lowe Engineers, LLC to provide 24/7 traffic engineering support in various capacities and management of the CIP and T-SPLOST Programs, including the Fulton Industrial Area. The agreement will be effective October 1, 2022, and ending September 30, 2023 with three one-year renewal terms until September 30, 2026. (Public Works)

Minutes:

Item approved as a part of group block vote for items 26-30.

30. 6:15 p.m. Request Council Approval authorizing staff to execute a Professional Service Agreement with BrightView for landscape maintenance of 212 miles of Right-of-Way in the amount not to exceed \$736,000.00, excluding the Fulton Industrial Area from the General Services Professional Services Budget. Brightview was the second lowest responsive bidder of ITB 22-001 released late last year. The lowest bidder that was awarded the contract doesn't have the resources to manage the proposed scope. The agreement will be effective October 1, 2022, and ending September 30, 2023 with three one-year renewal terms until September 30, 2026. (Public Works)

Minutes:

Item approved as a part of group block vote for items 26-30. Councilmember Willis requested that State routes are included with the contract.

31. 6:20 p.m. Request Council Approval of Traffic Operations recommendation to purchase of twenty-eight, 18-inch Solar Powered Speed Limit Radars, to be implemented citywide, utilizing the statewide contracts through Paula F. Pierce Enterprises, LLC. The cost, not to exceed \$140,226, includes hardware and installation funded out of the School Zone Camera Pedestrian Safety Fund. (Public Works)

Motion (Approve): Councilmember Gumbs

Second: Councilmember Willis
[Motion Approved]

Yea: 6 Gumbs, Reeves, Rowell, Sebastian, Williams, Willis
Nay: 0
Abstain: 0
Not Voting: 0

Minutes:

A motion was made to provide approval to items 31-35 as a group vote.

The motion was approved unanimously.

Motion (Previous Question): Councilmember Willis
Second: Councilmember Sebastian
[Motion Approved]

Yea: 6 Gumbs, Reeves, Rowell, Sebastian, Williams, Willis
Nay: 0
Abstain: 0
Not Voting: 0

Minutes:

A motion was made to call the previous question.

The motion was approved unanimously.

32. 6:23 p.m. Request for budget transfer request of \$600,000 from prior year savings to the Operational Budget of the SFPD (100-3210-52 and 100-3210-53) for the balance of FY 2022 to continue normal operations. Due to increased activities and increase expenses as it relates to gasoline purchase, vehicle repairs and maintenance, educational and training opportunities, and other operational tasks, the SFPD is in need of a \$600,000.00 budget transfer to continue operations for the balance of Fiscal Year 2022. (Police)

Minutes:

Item approved as a part of group block vote for items 31-35.

33. 6:25 p.m. A Resolution Approving The Purchase And Acquisition Of Real Property, And For Other Purposes (Old National Hwy and Jonesboro Road) \$1,4000,000.00 (City Attorney)

Minutes:

Item approved as a part of group block vote for items 31-35.

34. 6:27 p.m. A Resolution Approving The Purchase And Acquisition Of Real Property, And For Other Purposes (7445 Old National Highway) \$529,000.00 (City Attorney)

Minutes:

Item approved as a part of group block vote for items 31-35.

35. 6:30 p.m. A Resolution Approving The Purchase And Acquisition Of Real Property, And For Other Purposes (Burdett Road Property) \$121,000.00 (City Attorney)

Minutes:

Item approved as a part of group block vote for items 31-35.

X. 6:25 p.m. Intermission - 15 minutes

XI. 6:40 p.m. Agenda Items - Part Two

36. EMINENT DOMAIN PUBLIC HEARINGS

6:40 p.m. Public Hearing and Request Council Approval Of A Resolution To Authorize The Use Of Eminent Domain To Aquire Real Property Interests Neccessary To Complete The Sidewalk And Bridge Improvements For Fairburn Road Upgrade Phase II, Project T271, Parcel 5; To Authorize The City Of South Fulton, Georgia To Condemn Said Property Interests, Where Neccessary; And For Other Purposes. 0 Fairburn Road (at Utoy Creek) (District 1) \$800

Motion (): Councilmember Rowell

Second: Councilmember Willis

[Motion]

Yea: 6 Gumbs, Reeves, Rowell, Sebastian, Williams, Willis

Nay: 0

Abstain: 0

Not Voting: 0

Minutes:

Public Hearing held.

No comments were received.

A motion was made to approve A Resolution To Authorize The Use Of Eminent Domain To Aquire Real Property Interests Necessary To Complete The Sidewalk And Bridge Improvements For Fairburn Road Upgrade Phase II, Project T271, Parcel 5; To Authorize The City Of South Fulton, Georgia To Condemn Said Property Interests, Where Necessary; And

For Other Purposes. 0 Fairburn Road (at Utoy Creek) (District 1) for \$800.

The motion was approved unanimously.

-
37. 6:55 p.m. Public Hearing and Request Council Approval Of A Resolution To Authorize The Use Of Eminent Domain To Aquire Real Property Interests Neccessary To Complete The Sidewalk And Bridge Improvements For Fairburn Road Upgrade Phase II, Project T271, Parcel 6; To Authorize The City Of South Fulton, Georgia To Condemn Said Property Interests, Where Neccessary; And For Other Purposes. 0 Fairburn Road (District 1) \$1,150

Motion (Approve): Councilmember Rowell

Second: Councilmember Gumbs

[Motion Approved]

Yea: 6 Gumbs, Reeves, Rowell, Sebastian, Williams, Willis

Nay: 0

Abstain: 0

Not Voting: 0

Minutes:

Public Hearing held.

No comments were received.

A motion was made to approve A Resolution To Authorize The Use Of Eminent Domain To Aquire Real Property Interests Necessary To Complete The Sidewalk And Bridge Improvements For Fairburn Road Upgrade Phase II, Project T271, Parcel 6; To Authorize The City Of South Fulton, Georgia To Condemn Said Property Interests, Where Necessary; And For Other Purposes. 0 Fairburn Road (District 1) for \$1,150.

The motion was approved unanimously.

38. PUBLIC WORKS

7:10 P.M. First Read of An Ordinance To Amend The City of South Fulton Zoning Ordinance For The Purpose Of Amending The Regulations Related To Fastening Bills, Advertisements, Notices To Poles and Trees, And Signs In Rights-Of-Way; And For Other Lawful Purposes (Sponsored by Councilmember Rowell)

Minutes:

First Read

39. 7:12 p.m. First Read of An Ordinance To Amend The City Of South Fulton Zoning Ordinance For The Purpose Of Amending The Regulations Related To Solid Waste Transfer Stations; And For Other Lawful Purposes (Sponsored by Councilmember Rowell)

Minutes:

First Read

40. **PUBLIC SAFETY**

7:16 p.m. Request Council Approval of Fulton County Multijurisdictional Hazard Mitigation Plan- FEMA approved- Fire and Rescue. Every 10 years Fulton County EMA has to update the hazard mitigation plan for the city. A team worked on the project for several months and completed the update. The plan was submitted to FEMA and has been approved. Now each city within the county must adopt the plan (Fire)

Motion (Approve): Councilmember Willis

Second: Councilmember Gumbs

[Motion Approved]

Yea: 6 Gumbs, Reeves, Rowell, Sebastian, Williams, Willis

Nay: 0

Abstain: 0

Not Voting: 0

Minutes:

A motion was made to provide approval to items 40, 42-44 as a group vote.

The motion was approved unanimously.

41. 7:20 p.m. First Read of An Ordinance To Amend Various Sections Of Title 16, Alcoholic Beverages, Of The City Of South Fulton Code Of Ordinances For Compliance With State Laws; To Update Certain Regulations Related To The Alcohol Fee Schedule; And For Other Lawful Purposes

Minutes:

First Read

42. 7:25 p.m. Request Council Approval Of A Resolution Requesting That No City Funds Be Utilized To Record And/Or Investigate Reports Of Abortion Care And Request That The South Fulton Police Department Place Reports Of Abortion-Related Care At The Lowest Possible Priority; And For Other Purposes (Sponsored by Councilmember Gumbs)

Minutes:

43. 7:30 p.m. Second Reading and Request Council Approval of An Ordinance Implementing Penalties for Driving on Truck Routes (Sponsored by Councilmember Rowell)

Minutes:

Item approved as a part of group block vote for items 40, 42-44.

44. 7:35 p.m. Second Reading and Request Council Approval of An Ordinance Requesting City Code Prohibition of Firearms (Sponsored by Councilmembers Willis, Gumbs and Williams)

Minutes:

Item approved as a part of group block vote for items 40, 42-44.

45. MAYOR'S LEGISLATION AND INITIATIVES

7:40 p.m. Council Consideration of Override of the Mayor's Veto of Council's Approval of A Work Session Policy Ordinance (Sponsored by Councilmembers Rowell, Willis, Williams, Gumbs)

Motion (Approve): Councilmember Rowell

Second: Councilmember Willis

[Motion Approved]

Yea: 5 Gumbs, Rowell, Sebastian, Williams, Willis

Nay: 1 Reeves

Abstain: 0

Not Voting: 0

Minutes:

A motion was made to override the vetoes of the Mayor regarding items 45-46 as a group vote.

The motion was approved 5-1. Councilmember Reeves voted in opposition.

46. 7:45 p.m. Council Consideration of Override of the Mayor's Veto of Council's Approval of An Ordinance To Amend The City Of South Fulton's Charter, Article III, Organization Of Government, General Authority, And Ordinances, Section 3.21, Submission Of Ordinances To The Mayor (Sponsored by Councilmember Williams)

Minutes:

Item approved as a part of group block vote for items 45-46.

47. 7:50 p.m. Resolution for Wage Study to Raise the City of South Fulton's Minimum Wage to \$20 (Sponsored by Mayor khalid)

Motion (Approve as Amended): Councilmember Reeves

Second: Councilmember Williams

[Motion Approved]

Yea: 5 Gumbs, Reeves, Rowell, Sebastian, Williams

Nay: 1 Willis

Abstain: 0

Not Voting: 0

Minutes:

A motion was made to approve a Resolution for A Wage Study to Raise the City of South Fulton's Minimum Wage to \$20 with an amendment to delete the word "raise" and insert "consider raising" into the title and body of the resolution.

The motion as amended was approved 5-1. Councilmember Willis voted in opposition.

48. 7:55 p.m. Resolution to Decriminalize Menthol Cigarettes in the City of South Fulton (Sponsored by Mayor khalid)

Motion (Approve): Councilmember Williams

Second: Councilmember Reeves

[Motion Approved]

Yea: 5 Gumbs, Reeves, Rowell, Sebastian, Williams

Nay: 1 Willis

Abstain: 0

Not Voting: 0

Minutes:

A motion was made to approve a Resolution to Decriminalize Menthol Cigarettes in the City of South Fulton.

The motion as amended was approved 5-1. Councilmember Willis voted in opposition.

49. **CHARTER AMENDMENT PUBLIC HEARING**

8:00 p.m. First Read of A Ordinance Amending the City Charter – City Clerk Duties (Sponsored by Councilmembers Willis, Gumbs, Sebastian, Reeves, Williams)

Minutes:

First Read

50. CITY COUNCIL AND CITY ADMINISTRATION

8:20 p.m. First Read Of An Ordinance To Amend Title 1, Administration, Chapter 6, Municipal Employees, Of The Code Of Ordinances, City Of South Fulton, GA To Add Section 1-6011 Temporary Employment Services And For Other Lawful Purposes (Sponsored by Councilmembers Williams, Willis, Sebastian, Reeves)

Minutes:

First Read

51. 8:30 p.m. Request Council Approval of An Emergency Ordinance Declaring A State Of Emergency In The City Of South Fulton; Providing For City Meetings To Be Held Virtually; Providing For An Effective Date And For Other Lawful Purposes (Sponsored by Councilmember Rowell)

Motion (Approve): Councilmember Gumbs

Second: Councilmember Willis

[Motion Approved]

Yea: 6 Gumbs, Reeves, Rowell, Sebastian, Williams, Willis

Nay: 0

Abstain: 0

Not Voting: 0

Minutes:

A motion was made to provide approval to items 51-54 as a group vote.

The motion was approved unanimously.

52. 8:35 p.m. Request Council Approval of A Resolution Adopting A Conflict Of Interest Policy For Elected Officials, Appointed Officials and Employees Of The City, And For Other Lawful Purposes (Sponsored by Councilmembers Williams, Willis, Sebastian, Reeves)

Minutes:

Item approved as a part of group block vote for items 51-54.

53. 8:40 p.m. Second Reading and Request Council Approval of An Ordinance Amending the Selection of Members to the Ethics Panel (Sponsored by Councilmember Williams)

Minutes:

Item approved as a part of group block vote for items 51-54.

54. 8:45 p.m. Request Council Approval Of A Resolution Granting Special Counsel Authority To Enter Into A Joint Defense Agreement With The City Of Atlanta And The City Of Sandy Springs; To File Legal Actions On The City's Behalf As Neccessary To Accomplish The Purpose Of Securing A Distribution Of L.O.S.T. (City Attorney)

Minutes:

Item approved as a part of group block vote for items 51-54.

XII. 8:50 p.m. Council Comments

XIII. Addendum Items

55. Request Council Approval of A Resolution By The City Of South Fulton City Council Recognizing The Proliferation Of Investor-Owned Housing In The City Of South Fulton And Urging The Georgia General Assembly To Protect Communities By Passing Legislation To Regulate Corporate Ownership Of Private Homes

Motion (Approve): Councilmember Gumbs

Second: Councilmember Willis

[Motion Approved]

Yea: 6 Gumbs, Reeves, Rowell, Sebastian, Williams, Willis

Nay: 0

Abstain: 0

Not Voting: 0

Minutes:

A motion was made to approve A Resolution By The City Of South Fulton City Council Recognizing The Proliferation Of Investor-Owned Housing In The City Of South Fulton And Urging The Georgia General Assembly To Protect Communities By Passing Legislation To Regulate Corporate Ownership Of Private Homes.

The motion was approved unanimously.

56. First Read of An Ordinance To Amend Section 1-6009, Departments, Generally, For The Purpose Of Modifying The Title And Responsibilities Of The Department Of Communications And External Affairs; Adding The Department Of Public Affairs; And For Other Lawful Purposes Resolution

Minutes:

First Read

57. First Read of An Ordinance By The City Of South Fulton Creating The Department Of Public Affairs; Establishing The Position Of Director Of Public Affairs With The Department Of Public Affairs, Creating The Position of Press Secretary Within The City Manager's Office; Providing Job Summaries And Principle Duties And Responsibilities Of All Positions; And For Other Lawful Purposes Resolution.

Minutes:

First Read

58. First Read of An Ordinance To Amend Article IV Administrative Affairs Of The City Of South Fulton Charter To Add Section 4.16, Internal Auditor; And For Other Lawful Purpose Resolution

Minutes:

First Read

59. Request Approval of a special events permit for Old National Day scheduled for September 4, 2022

Motion (Approve): Councilmember Reeves

Second: Councilmember Williams

[Motion Not Carried]

Yea: 0

Nay: 0

Abstain: 0

Not Voting: 0

Minutes:

A motion was made to approve all 4 special permit requests.

The motion was not carried.

Motion (Approve w/ Conditions): Councilmember Sebastian

Second: Councilmember Williams

[Motion Approved]

Yea: 6 Gumbs, Reeves, Rowell, Sebastian, Williams, Willis

Nay: 0

Abstain: 0

Not Voting: 0

Minutes:

A substitute motion was made to approve all 4 special event permit requests (items 59-62) pending each permit obtaining approval through the permitting process and the submission of a safety plan for each event.

The motion was approved unanimously.

60. Request Approval of a special events permit for Old National Merchants Association 5K Race scheduled for September 17, 2022

Minutes:

Item approved as a part of group block vote for items 59-62.

61. Request Approval of a special events permit for Fastenal 5K Race scheduled for September 10, 2022

Minutes:

Item approved as a part of group block vote for items 59-62.

62. Request Approval of a special events permit for the Yeek Festival scheduled for September 17, 2022

Minutes:

Item approved as a part of group block vote for items 59-62.

XIV. 9:00 p.m. Executive Session, if needed

Motion (Recess): Councilmember Willis

Second: Councilmember Sebastian

[Motion Approved]

Yea: 6 Gumbs, Reeves, Rowell, Sebastian, Williams, Willis

Nay: 0

Abstain: 0

Not Voting: 0

Minutes:

A motion was made at 9:21 PM to recess for an Executive Session to discuss Real Estate, Litigation and Personnel.

The motion was approved unanimously.

Motion (Reconvene): Councilmember Williams

Second: Councilmember Sebastian

[Motion Approved]

Yea: 6 Gumbs, Reeves, Rowell, Sebastian, Williams, Willis

Nay: 0

Abstain: 0

Not Voting: 0

Minutes:

A motion was made to reconvene from Executive Session at 10:27 PM.

The motion was approved unanimously.

Motion (Approve): Councilmember Willis

Second: Councilmember Sebastian

[Motion Approved]

Yea: 6 Gumbs, Reeves, Rowell, Sebastian, Williams, Willis

Nay: 0

Abstain: 0

Not Voting: 0

Minutes:

A motion was made to authorize a limited waiver of the City's attorney-client privilege for the release of a written investigative report involving both the Finance Department, Police Chief and District 3 - Councilwoman Helen Willis.

The motion was approved unanimously.

XV. Adjournment of Meeting

Motion (Adjourn): Councilmember Williams

Second: Councilmember Gumbs

[Motion Approved]

Yea: 6 Gumbs, Reeves, Rowell, Sebastian, Williams, Willis

Nay: 0

Abstain: 0

Not Voting: 0

Minutes:

A motion was made to adjourn the Regular Meeting at 10:29 PM.

The motion was approved 5-0. Councilmember Gumbs was not present.

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: Request Council Approval of City Council Work Session Minutes from September 13, 2022

DATE: September 27, 2022

SUBJECT: Request Council Approval of City Council Work Session Minutes from September 13, 2022

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
Minutes_WS_2022_9_13_Meeting DRAFT	Cover Memo	9/27/2022

CITY OF SOUTH FULTON, GEORGIA
VIRTUAL - WORK SESSION
Tuesday, September 13, 2022, 4:00 PM



COUNCIL WORK SESSION MEETING MINUTES

I. 4:00 pm Call to Order - Mayor khalid

Minutes:

The meeting was called to order by Mayor khalid kamau at 4:00 PM.

The meeting is being conducted under special emergency circumstances due to the COVID-19 (also known as the Coronavirus) pandemic. City Council members and staff are participating via conference call (Zoom). The meeting is being simulcast in real-time via the City's YouTube channel.

Motion (Approve as Amended): Councilmember Willis

Second: Councilmember Rowell

[Motion Approved]

Yea: 6 Gumbs, Reeves, Rowell, Sebastian, Williams, Willis

Nay: 0

Abstain: 0

Not Voting: 0

Minutes:

A motion was made to amend the agenda and remove the following items:

- **Presentation by Jacobs (Current Call Center)**
- **Metro Atlanta Land Bank**

Additionally, the motion included a request to have the Sanitation Update and the MS4 Stormwater Program presentations to be completed by City staff.

Councilmember Willis requested that the submitted agenda items sent via e-mail per the work session policy should be listed as they are in the e-mail on the agenda.

The motion was approved unanimously.

II. 4:01 pm Roll Call - Corey Adams, City Clerk

Attendee Name	Title	Status	Arrived
khalid kamau	Mayor	Present	
Catherine F. Rowell	District 1 Councilmember	Present	
Carmalitha Gumbs	District 2 Councilmember	Present	
Helen Z. Willis	District 3 Councilmember	Present	
Jaceey Sebastian	District 4 Councilmember	Present	
Corey A. Reeves	District 5 Councilmember	Present	
Natasha Williams	District 6 Councilmember	Present	
VACANT	District 7 Councilmember		

Following the roll call by the City Clerk, a quorum was established.

III. 4:05 pm City Manager Items

1. a. Staff Reports

Minutes:

The City Manager advised that presentations under the City Manager's Staff Reports will be as follows:

Karen Slaton-Dixon, Finance Director presented the Financial Report for the month ending July 31, 2022.

Tammi Saddler Jones presented the City Manager's monthly report.

Don Toms, Assistant City Manager presented a Sanitation Program update.

Antonio Valenzuela, Public Works Director provided an update regarding the Public Works Transition Plan and the MS4 Stormwater Program.

2. b. Update City Initiatives Aligned with Strategic Plan

3. c. Briefing on City Contracts/Purchases Exceeding \$25,000.00

IV. 4:15 pm Presentations

4. 4:15 pm Monkey Pox and COVID Update (Dr. Lynn Paxton, Fulton County Board of Health)

Minutes:

Report postponed due to time constraints.

5. 4:25 pm Metro Atlanta Land Bank (Christopher Norman)

Minutes:

Item removed from agenda.

6. 4:50 pm MS4 Stormwater Program (EPD)

Minutes:

Antonio Valenzuela, Public Works Director provided an update regarding the Public Works Transition Plan and the MS4 Stormwater Program.

7. 5:15 pm Public Works Transition Plan, Right of Way Schedule and Improved Constituent Communication Experience

1. Sanitation Update*
2. Public Works Insource Timeline
3. Current Call Center (Jacobs)
 - i. If one-fifth are Public Works-related, what are other calls?
 - ii. What Percent of Resolution?
 - iii. Different Percent Closed
 - iv. Percent of Repeat Cases
 - v. Any Recommendations they might have for staffing, workflow, etc.
4. New Call Center (Public Works and IT)
 - i. Training New Workers
 - ii. Projection for Calls Around Sanitation
 - iii. See Click Fix

Minutes:

Antonio Valenzuela, Public Works Director provided an update regarding the Public Works Transition Plan and the MS4 Stormwater Program.

V. 6:00 pm Adjournment of Meeting

Motion (Adjourn): Councilmember Willis

Second: Councilmember Rowell

[Motion Approved]

Yea: 6 Gumbs, Reeves, Rowell, Sebastian, Williams, Willis

Nay: 0

Abstain: 0

Not Voting: 0

Minutes:

A motion was made to adjourn the Work Session Meeting at 6:30 PM.

The motion was approved unanimously.

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: Request Council Approval of City Council Alcohol/Zoning Public Hearing Minutes from September 13, 2022

DATE: September 27, 2022

SUBJECT: Request Council Approval of City Council Alcohol/Zoning Public Hearing Minutes from September 13, 2022

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
Agenda_ZPH_2022_9_13_Minutes_DRAFT	Cover Memo	9/26/2022



SPECIAL CALLED MEETING MINUTES

1. 6:00 pm Meeting Called to Order – Mayor khalid

The meeting was called to order by Mayor khalid kamau at 6:32 PM.

The meeting is being conducted under special emergency circumstances due to the COVID-19 (also known as the Coronavirus) pandemic. City Council members and staff are participating via conference call (Zoom). The meeting is being simulcast in real-time via the City's YouTube channel.

2. 6:01 pm Roll Call - Corey Adams, City Clerk

Following the roll call by the City Clerk, a quorum was established. The Mayor and All Councilmembers were present via Zoom.

3. 6:03 pm Alcohol Licenses, Rezoning, Variance & Modification Cases (For Public Hearing Only)

1. 6:03 pm Public hearing for an alcohol license for General Wholesale Co. dba General Wholesale Co. for an alcohol license for the wholesale sale of beer at 300 Villanova Drive, South Fulton, GA 30336 (District 1)

Public Hearing held.
No comments were received.

2. 6:13 pm Public hearing for an alcohol license for Crown Imports LLC, dba Crown Imports for an alcohol license for the wholesale sale of beer and distilled beverages at 105 Eagle Vista Pkwy., SW Atlanta, GA 30336 (District 1)

Public Hearing held.
No comments were received.

3. 6:23 pm Public hearing for an alcohol license for Gas Express, Inc. dba Circle K #230 for an alcohol license for the retail sale wine and malt beverages at 5955 Fulton Industrial Blvd., Suite A, Atlanta, GA 30336 (District 1)

Public Hearing held.
No comments were received.

4. 6:33 pm U22-006: Public hearing for a special use permit for a boarding school located at 5545 Stonewall Tell Rd. (District 3)

Public Hearing held. No comments were received

Applicant: Jason Allen

Discussion conducted.

5. 6:43 pm U22-007: Public hearing for a special use permit for a nail salon located at 2225 Jonesboro Rd. (District 7)

A motion was made by Councilmember Rowell and seconded by Councilmember Willis to defer case U22-007 until the November Zoning Public Hearing.
The motion was approved unanimously.

6. 7:00 pm U22-008: Public hearing for a special use permit for a hair salon located at 5495 Old National Hwy. Suite C-S. (District 5)

Public Hearing held. Two comments were received

Applicant: Tameka Hall

Opposition: Michael Venable
Alvin Reynolds

Discussion conducted.

7. 7:15 pm Z22-010: Public hearing for request to rezone from AG-1 to CUP for 77 single family homes located 7500 Hall Rd. (District 4)

Public Hearing held. Nine comments were received

Applicant: Michele L. Battle

Opposition: Patrick Ewing

Milton Swift

Kelvin Turner

Ping Yee

Gundi Turner

Jennifer Gender

Sheila Mants

Jennifer Henderson

Mario Montiel

Discussion conducted.

DRAFT

8. 7:30 pm Public hearing for an ordinance text amendment to address Solid Waste Transfer Stations in the City of South Fulton (Sponsored by Councilmember Rowell)

Public Hearing held.
No comments were received.

4. 7:40 pm Council Comments

1. 8:00 pm Executive Session (if necessary)

A motion was made by Councilmember Rowell and seconded by Mayor Pro Tem Reeves to adjourn. The motion was not carried.

A substitute motion was made by Councilmember Willis and seconded by Councilmember Williams to recess for executive session for personnel, litigation and real estate at 8:29 pm. The motion was approved unanimously.

A motion was made by Councilmember Willis and seconded by Councilmember Williams to reconvene from executive session at 10:49 pm. The motion was approved 5-0. Councilmember Rowell was not present.

A motion was made by Councilmember Sebastian and seconded by Councilmember Williams that the City Council rescind the intergovernmental agreement between the City and the South Fulton Development Authority and to also authorize the city attorney to hire outside counsel and a forensic auditor and request the City Attorney to write a formal letter to the chair of the South Fulton Development Authority requesting his resignation.

The motion was approved 5-0. Councilmember Rowell was not present.

2. City Attorney Report, if action taken in Executive Session

5. Adjournment of Meeting

A motion was made by Councilmember Gumbs and seconded by Mayor Pro Tem Reeves to adjourn the meeting at 10:51 pm. The motion was approved 5-0. Councilmember Rowell was not present.

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: Request Council Approval of City Council Special Called Meeting Minutes from Millage Rate Hearings on August 24, 2022, August 31, 2022 and August 31, 2022

DATE: September 27, 2022

SUBJECT: Request Council Approval of City Council Special Called Meeting Minutes from Millage Rate Hearings on August 24, 2022, August 31, 2022 and August 31, 2022

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
Minutes_MR_2022_8_24_Meeting (1) DRAFT	Cover Memo	9/26/2022
Minutes_MR_2022_8_31_Meeting (2) DRAFT	Cover Memo	9/26/2022
Minutes_MR_2022_8_31_Meeting (3) DRAFT	Cover Memo	9/26/2022

CITY OF SOUTH FULTON, GEORGIA
VIRTUAL - MILLAGE RATE PUBLIC HEARING
Wednesday, August 24, 2022, 10:00 AM



SPECIAL CALLED MEETING MINUTES

1. Meeting Called to Order

Minutes:

The public hearing was called to order by Mayor khalid kamau at 10:00 AM.

The meeting is being conducted under special emergency circumstances due to the COVID-19 (also known as the Coronavirus) pandemic. City Council members and staff are participating via conference call (Zoom). The meeting is being simulcast in real-time via the City's YouTube channel.

2. Roll Call

Minutes:

Attendee Name	Title	Status	Arrived
khalid kamau	Mayor	Present	
Catherine F. Rowell	District 1 Councilmember	Present	
Carmalitha Gumbs	District 2 Councilmember	Present	10:02 AM
Helen Z. Willis	District 3 Councilmember	Present	
Jacey Sebastian	District 4 Councilmember	ABSENT	
Corey A. Reeves	District 5 Councilmember	Present	10:07 AM
Natasha Williams	District 6 Councilmember	ABSENT	
VACANT	District 7 Councilmember		

Following the roll call by the City Clerk, a quorum was established. Councilmembers Sebastian and Williams were absent.

3. Agenda Items

1. Public Hearing - Millage Rate

Minutes:

Presentation provided by Karen Slaton-Dixon, Finance Director.

Public Hearing held.

No comments were received.

4. Adjournment of Meeting

Motion (Adjourn): Councilmember Reeves

Second: Councilmember Rowell

[Motion Approved]

Yea: 4 Gumbs, Reeves, Rowell, Willis

Nay: 0

Abstain: 0

Not Voting: 2 Sebastian, Williams

Minutes:

A motion was made to adjourn the public hearing at 10:31 AM.

The motion was approved unanimously.

CITY OF SOUTH FULTON, GEORGIA
VIRTUAL - MILLAGE RATE PUBLIC HEARING
Wednesday, August 31, 2022, 6:00 PM



SPECIAL CALLED MEETING MINUTES

1. Meeting Called to Order

Minutes:

The public hearing was called to order by Mayor Pro Tem Corey A Reeves at 6:00 PM.

The meeting is being conducted under special emergency circumstances due to the COVID-19 (also known as the Coronavirus) pandemic. City Council members and staff are participating via conference call (Zoom). The meeting is being simulcast in real-time via the City's YouTube channel.

2. Roll Call

Minutes:

Attendee Name	Title	Status	Arrived
khalid kamau	Mayor	ABSENT	
Catherine F. Rowell	District 1 Councilmember	Present	
Carmalitha Gumbs	District 2 Councilmember	Present	
Helen Z. Willis	District 3 Councilmember	Present	
Jaceey Sebastian	District 4 Councilmember	Present	
Corey A. Reeves	District 5 Councilmember	Present	
Natasha Williams	District 6 Councilmember	Present	
VACANT	District 7 Councilmember		

Following the roll call by the City Clerk, a quorum was established. Mayor khalid kamau was absent.

3. Agenda Items

1. VIRTUAL - MILLAGE RATE PUBLIC HEARING AND AN ORDINANCE TO ESTABLISH THE 2022 MILLAGE RATE FOR THE CITY PROPERTY TAX FOR THE CITY OF SOUTH FULTON, GEORGIA, AND FOR OTHER LAWFUL PURPOSES

Motion (Approve): Councilmember Willis

Second: Councilmember Gumbs

[Motion Approved]

Yea: 5 Gumbs, Reeves, Rowell, Williams, Willis

Nay: 1 Sebastian

Abstain: 0

Not Voting: 1 khalid

Minutes:

Presentation provided by Karen Slaton-Dixon, Finance Director.

Public Hearing held.

No comments were received.

A motion was made to set the FY2021 millage rate at 12.899 and Approve the First Read of An Ordinance To Establish The 2022 Millage Rate For the City Property Tax For The City Of South Fulton, Georgia that it is in the best interest of, and necessary to meet the expenses and obligations of, the City to set a levy in the amount of 12.899 mills on each \$1,000.00 of taxable value for all property subject to ad valorem taxation by the City.

The motion was approved 5-1. Councilmember Sebastian voted in opposition.

4. Adjournment of Meeting

Motion (Adjourn): Councilmember Willis

Second: Councilmember Williams

[Motion Approved]

Yea: 6 Gumbs, Reeves, Rowell, Sebastian, Williams, Willis

Nay: 0

Abstain: 0

Not Voting: 1 khalid

Minutes:

A motion was made to adjourn the public hearing at 6:32 PM.

The motion was approved unanimously.

CITY OF SOUTH FULTON, GEORGIA
VIRTUAL - MILLAGE RATE PUBLIC HEARING
Wednesday, August 31, 2022, 6:00 PM



SPECIAL CALLED MEETING MINUTES

1. Meeting Called to Order

Minutes:

The public hearing was called to order by Mayor Pro Tem Corey A Reeves at 6:00 PM.

The meeting is being conducted under special emergency circumstances due to the COVID-19 (also known as the Coronavirus) pandemic. City Council members and staff are participating via conference call (Zoom). The meeting is being simulcast in real-time via the City's YouTube channel.

2. Roll Call

Minutes:

Attendee Name	Title	Status	Arrived
khalid kamau	Mayor	ABSENT	
Catherine F. Rowell	District 1 Councilmember	Present	
Carmalitha Gumbs	District 2 Councilmember	Present	
Helen Z. Willis	District 3 Councilmember	Present	
Jaceey Sebastian	District 4 Councilmember	Present	
Corey A. Reeves	District 5 Councilmember	Present	
Natasha Williams	District 6 Councilmember	Present	
VACANT	District 7 Councilmember		

Following the roll call by the City Clerk, a quorum was established. Mayor khalid kamau was absent.

3. Agenda Items

1. VIRTUAL - MILLAGE RATE PUBLIC HEARING AND AN ORDINANCE TO ESTABLISH THE 2022 MILLAGE RATE FOR THE CITY PROPERTY TAX FOR THE CITY OF SOUTH FULTON, GEORGIA, AND FOR OTHER LAWFUL PURPOSES

Motion (Approve): Councilmember Willis

Second: Councilmember Gumbs

[Motion Approved]

Yea: 5 Gumbs, Reeves, Rowell, Williams, Willis

Nay: 1 Sebastian

Abstain: 0

Not Voting: 1 khalid

Minutes:

Presentation provided by Karen Slaton-Dixon, Finance Director.

Public Hearing held.

No comments were received.

A motion was made to set the FY2021 millage rate at 12.899 and Approve An Ordinance To Establish The 2022 Millage Rate For the City Property Tax For The City Of South Fulton, Georgia that it is in the best interest of, and necessary to meet the expenses and obligations of, the City to set a levy in the amount of 12.899 mills on each \$1,000.00 of taxable value for all property subject to ad valorem taxation by the City.

The motion was approved 5-1. Councilmember Sebastian voted in opposition.

4. Adjournment of Meeting

Motion (Adjourn): Councilmember Willis

Second: Councilmember Williams

[Motion Approved]

Yea: 6 Gumbs, Reeves, Rowell, Sebastian, Williams, Willis

Nay: 0

Abstain: 0

Not Voting: 1 khalid

Minutes:

A motion was made to adjourn the public hearing at 6:32 PM.

The motion was approved unanimously.

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: Request Council Approval of City Council Special Called Meeting Minutes from FY23 Budget Hearings on September 13, 2022 and September 21, 2022

DATE: September 27, 2022

SUBJECT: Request Council Approval of City Council Special Called Meeting Minutes from FY23 Budget Hearings on September 13, 2022 and September 21, 2022

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
Minutes_BH_2022_9_13_MeetingDRAFT	Cover Memo	9/26/2022
Minutes_BH_2022_9_21_MeetingDRAFT	Cover Memo	9/26/2022

CITY OF SOUTH FULTON, GEORGIA
VIRTUAL - FY2023 BUDGET PUBLIC HEARING
Tuesday, September 13, 2022, 3:00 PM



SPECIAL CALLED MEETING MINUTES

1. Meeting Called to Order

Minutes:

The meeting was called to order by Mayor Pro Tem Corey A. Reeves at 3:00 PM.

The meeting is being conducted under special emergency circumstances due to the COVID-19 (also known as the Coronavirus) pandemic. City Council members and staff are participating via conference call (Zoom). The meeting is being simulcast in real-time via the City's YouTube channel.

2. Roll Call

Minutes:

Attendee Name	Title	Status	Arrived
khalid kamau	Mayor	Present	3:02 pm
Catherine F. Rowell	District 1 Councilmember	Present	
Carmalitha Gumbs	District 2 Councilmember	Present	3:05 pm
Helen Z. Willis	District 3 Councilmember	Present	
Jacey Sebastian	District 4 Councilmember	Present	
Corey A. Reeves	District 5 Councilmember	Present	
Natasha Williams	District 6 Councilmember	Present	
VACANT	District 7 Councilmember		

Following the roll call by the City Clerk, a quorum was established

3. Agenda Items

1. FY2023 Budget Public Hearing

Minutes:

Presentation of FY23 Budget was presented by Karen Slaton Dixon, Finance Director.

Public Hearing held. No comments were received

Discussion conducted.

4. Adjournment of Meeting

Motion (Adjourn): Councilmember Gumbs

Second: Councilmember Rowell

[Motion Approved]

Yea: 6 Gumbs, Reeves, Rowell, Sebastian, Williams, Willis

Nay: 0

Abstain: 0

Not Voting: 0

Minutes:

A motion was made to adjourn the Special Called Meeting at 3:30 PM.

The motion was approved unanimously.

CITY OF SOUTH FULTON, GEORGIA
FY2023 BUDGET PUBLIC HEARING - City Hall, 5440 Fulton Industrial Blvd., South
Fulton, GA 30336
Wednesday, September 21, 2022, 6:00 PM



SPECIAL CALLED MEETING MINUTES

1. Meeting Called to Order

Minutes:

The meeting was called to order by Mayor Pro Tem Corey A. Reeves at 6:04 PM.

Upon Mayor khalid's arrival, the meeting was formally called to order at 6:07 PM.

2. Roll Call

Minutes:

Attendee Name	Title	Status	Arrived
khalid kamau	Mayor	Present	6:07 PM
Catherine F. Rowell	District 1 Councilmember	Present	
Carmalitha Gumbs	District 2 Councilmember	Present	
Helen Z. Willis	District 3 Councilmember	Present	
Jacey Sebastian	District 4 Councilmember	Present	
Corey A. Reeves	District 5 Councilmember	Present	
Natasha Williams	District 6 Councilmember	Present	
VACANT	District 7 Councilmember		

Following the roll call by the City Clerk, a quorum was established upon Mayor khalid's arrival. Councilmembers Willis, Sebastian and Reeves were present via Zoom.

3. Agenda Items

1. FY2023 Budget Public Hearing

Minutes:

Presentation of FY23 Budget was presented by Karen Slaton Dixon, Finance Director.

Public Hearing held. Nine comments were received

Speakers: Reshard Snellings

Jewel Johnson

Briana McGeehan

Naeema Gilyard

Ivory Denson

Darrell Hooker

Ursula Walker

Michael Stevens

Michael Williams

Discussion conducted.

Mayor Khalid requested that the City Attorney and City Clerk verify in Municode that the Blighted property fund should be listed as \$300,000, not \$200,000 as originally mentioned in the original legislation.

2. Request Approval of An Ordinance for the FY2023 Budget For General Fund of the City of South Fulton, Georgia

Motion (Approve as Amended): Councilmember Williams

Second: Councilmember Gumbs

[Motion Approved]

Yea: 6 Gumbs, Reeves, Rowell, Sebastian, Williams, Willis

Nay: 0

Abstain: 0

Not Voting: 0

Minutes:

A motion was made to approve the FY 2023 Budget as presented. Councilmember Rowell offered a friendly amendment to the motion to add a line item for the Pedestrian Safety Fund as a restricted fund and for staff to verify the amount in the Fund.

The motion was approved unanimously.

4. Adjournment of Meeting

Motion (Adjourn): Councilmember Gumbs

Second: Councilmember Reeves

[Motion Approved]

Yea: 6 Gumbs, Reeves, Rowell, Sebastian, Williams, Willis

Nay: 0

Abstain: 0

Not Voting: 0

Minutes:

A motion was made to adjourn the Special Called Meeting at 7:25 PM.

The motion was approved unanimously.

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: 4:10 p.m Proclamation Presentation to Major Tina Johnson (Councilwoman Willis and Full Council)

DATE: September 27, 2022

SUBJECT: 4:10 p.m Proclamation Presentation to Major Tina Johnson (Councilwoman Willis and Full Council)

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: 4:17 p.m Proclamation Presentation to Captain Troy Blackmon (Councilwoman Willis and Full Council)

DATE: September 27, 2022

SUBJECT: 4:17 p.m Proclamation Presentation to Captain Troy Blackmon (Councilwoman Willis and Full Council)

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: Mayor/Council Proclamations for Spreading on the Minutes:

DATE: September 27, 2022

SUBJECT: Mayor/Council Proclamations for Spreading on the Minutes:

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
Proclamation_Tyrrone and Jardine Spears _khalid_Reeves	9.19.2022 Cover Memo	9/23/2022



City of South Fulton

PROCLAMATION RECOGNIZING TYRONE & JARDINE SPEARS FOR THEIR CONTRIBUTIONS TO SOUTH FULTON AND EFFORTS TO IMPROVE OPPORTUNITIES FOR THOSE WITH AUTISM

WHEREAS, Tyrone Spears is a resident and businessman in South Fulton, Georgia reinvesting the profit made across his successful consulting and bail bonds businesses back into our community; and

WHEREAS, studies show that one in 54 children are diagnosed with autism; but disparities in the timing of diagnosis and the quality and quantity of developmental therapy greatly impact the success of African American families in dealing with the diagnosis; and

WHEREAS, The Jardine Spears Autism Foundation provides parents information on evidence-based practices and interventions to decrease autism symptoms while increasing language, positive social and adaptive behavior by helping families access services and provide an open and receptive space for parents to share experiences, dialogue, and provide access to information pertaining to Autism; and

WHEREAS, The Jardine Spears Autism Foundation focuses on the holistic development and growth of children on the spectrum, with a primary objective of ensuring children have access to swimming, music, martial arts, therapeutic horseback riding, bicycling and supportive programs that help in the developmental aspects of autism; and

WHEREAS, Tyrone Spears' creation of a foundation to address this issue stand as a shining example of how those with wealth and privilege can work beyond improving our own material conditions to positively impact the futures of countless families across our diaspora.

NOW, THEREFORE BE IT RESOLVED I, Mayor khalid & City Council of South Fulton hereby declare **Monday, September 19, 2022** as **TYRONE & JARDINE SPEARS DAY** in the City of South Fulton.

Hon. Mayor khalid

Mayor Pro Tem Corey A. Reeves, Councilman, District 5

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: 5:00 p.m. First Read of An Ordinance Amending the City Council District Maps Due To Reapportionment As A Result of the 2020 Census

DATE: September 27, 2022

SUBJECT: 5:00 p.m. First Read of An Ordinance Amending the City Council District Maps Due To Reapportionment As A Result of the 2020 Census

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
Ordinance - Redistricting (RM9.23.22)	Cover Memo	9/23/2022
Exhibit A - SouthFultonCC-2022 (2)	Cover Memo	9/23/2022
Redistricting Advertisement(1)	Cover Memo	9/23/2022

STATE OF GEORGIA
COUNTY OF FULTON
CITY OF SOUTH FULTON

ORD2022-_____

AN ORDINANCE ADOPTED BY VIRTUE OF THE AUTHORITY OF THE MUNICIPAL HOME RULE ACT OF 1965, GA. L. 1965, P. 298, ET SEQ., O.C.G.A. § 36- 35-3(1)(B), AS AMENDED, AND AS AUTHORIZED BY FURTHER AUTHORITY OF O.C.G.A. § 36- 35-4.1, SO AS TO AMEND SECTION 2.11(C) OF THE CHARTER OF THE CITY OF SOUTH FULTON, GEORGIA, GA. L. 2016, P. 3726, ET SEQ, AS AMENDED, BY STRIKING APPENDIX B THERETO RELATING TO THE CITY COUNCIL DISTRICTS AND INSERTING IN LIEU THEREOF A NEW APPENDIX B ADOPTING THE NEW OFFICIAL COUNCIL DISTRICTS MAP IDENTIFIED AS MAP 8, AS AMENDED, WITH RELATED POPULATION SUMMARY REPORT, AND A PLAN COMPONENTS REPORT (OUTLINING VOTING TABULATION DISTRICTS/VTDS); AND FOR OTHER LAWFUL PURPOSES.

WHEREAS, the City of South Fulton ("City") is a municipal corporation duly organized and existing under the laws of the State of Georgia; and

WHEREAS, the duly elected governing authority of the City is the Mayor and Council thereof ("City Council"); and

WHEREAS, Article II, Section 2.11(c) of the Charter of the City of South Fulton, Georgia (Ga. L. 2016, p. 3726, et seq.), as amended, sets forth that the City of South Fulton shall consist of seven (7) council districts; and

WHEREAS, Appendix B to Charter Section 2.11 describes the boundaries of said City Council Districts; and

WHEREAS, O.C.G.A. § 36-35-4.1 authorizes the City Council to amend the Charter of the City of South Fulton by ordinance to reapportion/redistrict its election districts following publication of the U.S. Decennial Census; and

WHEREAS, following the 2022 decennial census the, the City of South Fulton did receive assistance from the Office of Reapportionment for the State of Georgia; and

WHEREAS, in order to comply with the "one man one vote" principle, it is necessary to maintain the population of election districts in relatively equal numbers, and the map adopted by this ordinance is in substantial compliance with that principle; and

WHEREAS, the reapportionment/redistricting of Council Districts shall be effective for the election of members to the City Council at the next regular general municipal election; and

WHEREAS, a notice of the proposed Charter Amendment, authorized by the General Assembly pursuant to O.C.G.A. § 36-35-3 was published in the Legal Organ for the City of South Fulton for each of 3 weeks within 60 days of the final action on this ordinance; and

WHEREAS, the Mayor and City Council of the City of South Fulton finds that this Ordinance is in the best interest of the public health, safety, and welfare.

THE CITY COUNCIL OF THE CITY OF SOUTH FULTON HEREBY ORDAINS as follows:

Section One: That the boundaries of the South Fulton City Council districts be redistricted/reapportioned in accordance with O.C.G.A. § 36-35- 4.1 and the 2020 United States Decennial Census as shown on the new official Council Districts Map (attached hereto as Exhibit "A" and made a part hereof).

Section Two: That the reapportionment of districts shall be effective for the election of members to the City Council at the next regular general municipal election following the approval of this Ordinance.

Section Three: That the existing boundary descriptions of Council Districts 1 through 7 as identified in Charter Section 2.11 and as specifically described and set forth in Appendix B to the Charter of the City of South Fulton be hereby deleted in their entirety and that the new boundary descriptions (attached hereto as Exhibit B and made a part hereof) be inserted in lieu thereof as Appendix B to the Charter, as required by O.C.G.A. § 36-35-4.1(b).

Section Four: A copy of this proposed amendment to the Charter of the City of South Fulton, Georgia 2016 Ga. L. (Act No. 421), p. 3726, et seq. as amended, shall be filed in the Office of the Municipal Clerk and the offices of the Clerk of the Superior Courts of Fulton County, and that "Notice of Proposed Amendment to Charter of the City of South Fulton, Georgia" (attached hereto as Exhibit "C" and made a part hereof), be published in the official organ of the county of the legal situs of the City of South Fulton or in a newspaper of general circulation in the City of South Fulton once a week for three weeks within a period of 60 days immediately preceding its final adoption, and that a copy of said advertisement be attached to this ordinance prior to its final adoption by the South Fulton City Council.

Population Summary

Friday, September 23, 2022

3:26 PM

Summary Statistics:

Population Range:	15,008 to 16,058
Ratio Range:	0.07
Absolute Range:	-428 to 622
Absolute Overall Range:	1,050
Relative Range:	-2.77% to 4.03%
Relative Overall Range:	6.80%
Absolute Mean Deviation:	298.29
Relative Mean Deviation:	1.93%
Standard Deviation:	350.88

District	Population	Deviation	% Devn.	[18+_Pop]	[% 18+_Pop]	[% NH_Wht]	[% NH_Blkl]	[% Hispanic Origin]	[% NH_Asn]	[% NH_Ind]	[% NH_Hwn]	[% NH_Oth]	[% NH_2+ Races]
001	15,016	-420	-2.72%	12,017	80.03%	1.43%	93.3%	2.01%	0.33%	0.25%	0.05%	0.49%	2.15%
002	16,058	622	4.03%	11,989	74.66%	2.22%	91.7%	2.42%	0.39%	0.07%	0.02%	0.5%	2.68%
003	15,667	231	1.50%	11,931	76.15%	3.19%	91.08%	2.3%	0.27%	0.1%	0.05%	0.5%	2.51%
004	15,586	150	0.97%	11,975	76.83%	8.09%	83.4%	4.09%	0.56%	0.17%	0.01%	0.71%	2.97%
005	15,242	-194	-1.26%	11,385	74.69%	2.01%	90.43%	3.63%	0.54%	0.19%	0.03%	0.8%	2.36%
006	15,479	43	0.28%	11,713	75.67%	2.07%	90.73%	3.81%	0.28%	0.1%	0.03%	0.98%	2%
007	15,008	-428	-2.77%	11,006	73.33%	3.04%	88.09%	4.7%	0.61%	0.08%	0.03%	0.75%	2.69%

Total: 108,056

Ideal District: 15,436

NOTICE OF PROPOSED AMENDMENT TO THE SOUTH FULTON CITY CHARTER

Notice is hereby given that an Ordinance (Ord2022-) has been introduced to amend the Charter of the City of South Fulton (Ga. Laws, 2016, p. 3726, et seq.) approved April 26, 2016, as amended, said Ordinance being captioned as follows:

AN ORDINANCE ADOPTED BY VIRTUE OF THE AUTHORITY OF THE MUNICIPAL HOME RULE ACT OF 1965, GA. L. 1965, P. 298, ET SEQ., O.C.G.A. § 36- 35-3(1)(B), AS AMENDED, AND AS AUTHORIZED BY FURTHER AUTHORITY OF O.C.G.A. § 36-35-4.1, SO AS TO AMEND SECTION 2.11(C) OF THE CHARTER OF THE CITY OF SOUTH FULTON, GEORGIA, GA. L. 2016, P. 3726, ET SEQ, AS AMENDED, BY STRIKING APPENDIX B THERETO RELATING TO THE CITY COUNCIL DISTRICTS AND INSERTING IN LIEU THEREOF A NEW APPENDIX B ADOPTING THE NEW OFFICIAL COUNCIL DISTRICTS MAP IDENTIFIED AS MAP 8, AS AMENDED, WITH RELATED POPULATION SUMMARY REPORT, AND A PLAN COMPONENTS REPORT (OUTLINING VOTING TABULATION DISTRICTS/VTDs); AND FOR OTHER LAWFUL PURPOSES.

A copy of the proposed Ordinance and Charter Amendment is on file in the Office of the City Clerk of the City of South Fulton and in the offices of the Clerk of the Superior Court of Fulton County, Georgia for the purpose of examination and inspection by the public.

This _____ day of _____, 2022

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: 5:05 p.m. Second Read and Request Council Approval of An Ordinance To Amend Article IV Administrative Affairs Of The City Of South Fulton Charter To Add Section 4.16, Internal Auditor;

DATE: September 27, 2022

SUBJECT: 5:05 p.m. Second Read and Request Council Approval of An Ordinance To Amend Article IV Administrative Affairs Of The City Of South Fulton Charter To Add Section 4.16, Internal Auditor;

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
Office of the City Auditor Creation Ordinance (1)	Cover Memo	9/23/2022
COSF Memorandum FIS Office of the City Auditor Creation Ordinance	Cover Memo	9/23/2022

STATE OF GEORGIA
COUNTY OF FULTON
CITY OF SOUTH FULTON

ORD2022-_____

AN ORDINANCE TO AMEND ARTICLE IV ADMINISTRATIVE AFFAIRS OF THE CITY OF SOUTH FULTON CHARTER TO ADD SECTION 4.16, INTERNAL AUDITOR; AND FOR OTHER LAWFUL PURPOSES.

(Sponsored by Councilmembers Williams, Willis, Sebastian, Reeves)

WHEREAS, the City Council is authorized pursuant to O.C.G.A. § 36-35-3 and other applicable laws to amend the City Charter; and

WHEREAS, pursuant to City Charter Section 3.10 (b), the City Council is authorized to adopt ordinances and amendments it deems necessary, expedient, or helpful for the health, welfare, safety, comfort and well-being of the inhabitants of the City; and

WHEREAS, pursuant to City Charter Section 3.10 (c), the City Council is authorized to establish, abolish, merge, or consolidate offices, positions of employment, departments, and agencies of the City as it shall deem necessary for the proper administration of the affairs of the government of the City; and

WHEREAS, the City desires to amend its Charter through this Ordinance to create a new office of internal audit headed by an Internal Auditor as an independent department of the City.

THE CITY COUNCIL OF THE CITY OF SOUTH FULTON HEREBY ORDAINS as follows:

Section 1. The City of South Fulton Charter, Article IV Administrative Affairs, is hereby amended by add a new Section 4.16, Internal Auditor, which shall read as follows:

Sec. 4.14 – INTERNAL AUDITOR

a) There is hereby created a financial administrative unit of the City to be known as Office of Internal Audit. The head of this unit shall be designated as the Internal Auditor (Director). The Director shall be independent of the other departments of the City and shall only be directly accountable to the public and the City Council for work performed.

b) Appointment of Director: The Director shall be appointed by recommendation of the Mayor and approval of the City Council. The Mayor's appointment shall be made from a list of three candidates supplied by a Executive Search Firm that meet the following requirements:

1. Bachelor's Degree from a four-year college or university in Accounting or related field (MBA Preferred); Licensed as a Certificated Public Accountant (CPA); Certification issued by The Institute of Internal Auditors as a Certificated Internal Auditor (CIA) and Certification issued by the Association of Certified Fraud Examiners (CFE) preferred.
2. Five or more years of internal audit experience in a public sector organization, or any combination of education, training and experience which provide the required knowledge, skills and abilities to perform the essential functions of the job.

c) Removal of Director: The Director may not be removed from office except for misconduct, inefficiency, incompetence, inability or failure to perform the duties of such office or negligence in the performance of such duties. In such cases that warrant removal from office, said removal shall be accomplished only by a resolution adopted in public hearing by a vote of no less than five (5) members of the City Council; nothing contained herein shall prevent the Council from eliminating the Office of the Director by the normal ordinance process, which action shall not be considered a removal for cause, but simply a change in policy by the City.

d) Duties and Responsibilities

1. Compliance: It shall be the duty and responsibility of the Director to review City financial transactions, policies and practices for compliance with federal, state and local rules and regulations and applicable City policies. The Director shall, on a monthly basis, perform independent and objective audits or reviews of financial, compliance and operational activities of the city and the city's contractors, licensees and franchisees. Audits or reviews performed shall analyze and evaluate financial management systems and operational controls and procedures of the city to develop recommended policies and procedures.
2. Annual Work Plan: The Director shall formulate and present to the Council an annual work plan of tasks and projects for review and adoption at the beginning of each fiscal year. Such annual plan may be amended from time to time by a majority vote of the City Council.
3. Other Assigned Duties: The Director shall carry out any other duties as assigned by the City Council.
4. Findings and Reports: The Director shall communicate findings and reports to the appropriate departments for their input.
5. Fiduciary Responsibility: The Director shall have a fiduciary responsibility to the citizens of the City and will, at all times, exercise their duties with complete impartiality, fairness and objectivity.
6. Deception Prohibited: It shall be unlawful for the Director to deceive the public or the City Council, in any manner, or to obstruct or manipulate the audit process, or conspire with others to do the same.
7. Coercion: It shall be unlawful for the Director to coerce, threaten, harass, intimidate, influence or obstruct in any manner another person in the discharge of their responsibilities.

e) Independence and Accountability

1. Independence: The Director shall, at all times, be totally independent from any other department of the City. Any audits, investigations, findings, recommendations and requests made by the Office of Internal Audit shall reflect the views of the Director alone.
2. Influencing: No person shall attempt to unduly influence or undermine the independence of the Director or staff in the performance of the duties and responsibilities set forth in this article.

f) Cooperation and Assistance

1. Employee Cooperation: All City employees shall be required as a condition of their employment to cooperate fully and truthfully with the Office of Internal Audit operating within the course and scope of this article, by providing the Director or staff any information, evidence, interviews or other material as requested.
2. Access: The Director and staff shall have complete access to any and all records maintained and retained by the City necessary to carry out the duties and functions of the position. This access includes all electronic data or information maintained by the City and allowed by law.
3. Intimidation: It shall be unlawful for any person, to directly or indirectly force, or by any threats to person or property, or in any manner willfully intimidate, influence, impede, deter, threaten, harass, obstruct or prevent another person from freely, fully and truthfully cooperating with the Office of Internal Audit.
4. Privileges, Confidentiality: Nothing contained herein is intended to waive any privileges or confidentiality that may exist for the protection of the City.

h) Reporting to Council and Public

1. Required: The Director shall report to the  Council all finding and reports upon the completion of all assignments.
2. Quarterly Summary to City Council: The Director shall provide a quarterly summary to the City Council of all activities conducted by the auditor or his office.
3. Report Of Activities: The Director shall report any or all activities conducted by the Director upon the request of the City Council at any time.
4. Quarterly Report to Public: The Director shall report quarterly to the public all activities, as allowed by law, conducted by the Director.

Section 2. It is hereby declared to be the intention of the Mayor and Council that: (a) All sections, paragraphs, sentences, clauses and phrases of this Ordinance are or were, upon their enactment, believed by the City Council to be fully valid, enforceable and constitutional.

(b) To the greatest extent allowed by law, every section, paragraph, sentence, clause or phrase of this Ordinance is severable from every other section, paragraph, sentence, clause or phrase of this Ordinance. No section, paragraph, sentence, clause or phrase of this Ordinance is mutually dependent upon any other section, paragraph, sentence, clause or phrase of this Ordinance.

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

Section 4. All Ordinances and parts of Ordinances in conflict herewith are hereby expressly repealed.

Section 5. The City Attorney, City Clerk and contracted City Codifier are authorized to make non-substantive formatting and renumbering edits to this ordinance for proofing, codification, and supplementation purposes. The final version of all ordinances shall be filed with the clerk.

Section 6. The effective date of this Ordinance shall be the date of adoption unless provided otherwise by the City Charter or state and federal law.

[signatures and voting tabulations appear on the following page]

GOVERNMENT OF THE CITY OF SOUTH FULTON

TAMMI SADDLER JONES
CITY MANGER



Karen Slaton-Dixon
FINANCE DIRECTOR

MEMORANDUM

TO: Corey Adams, City Clerk

FROM: Karen Slaton-Dixon, Finance Director *KSD*

DATE: August 16, 2022

SUBJECT: Office of the City Auditor Creation Ordinance

CONCLUSION

This ordinance is scheduled to go into effect for FY 23. Therefore, there would be no direct funds requested for FY22 budget. However, there would be a monetary impact to the FY 23 budget.

BACKGROUND

The city desires to amend Article IV Administrative Affairs of the City of South Fulton Charter to add section 4.16, Internal Auditor.

FINANCIAL IMPACT

The ordinance as written will have a financial impact on the FY23 budget. The level of impact will depend on if the services are contracted out to an external Auditing Firm or if the decision is to maintain full-time staff.

1. External Audit Firm – It is estimated that the cost to contract these services would be an inclusive price of +/- \$150,000.
2. Internal Staff – It is estimated that an experienced Internal Auditor with a CPA would cost +/- \$140,000 plus benefits (25%) for a total salary package of +/- \$175,000. Staff would also require an office, annual training, professional dues and general expenses which would be estimated at +/- \$30,000 bring a staff of one to +/- \$205,000

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: 5:15 p.m. Second Read and Request Council Approval of An Ordinance By The City Of South Fulton Creating The Department Of Public Affairs; Establishing The Position Of Director Of Public Affairs With The Department Of Public Affairs, Creating The Position of Press Secretary Within The City Manager's Office; Providing Job Summaries And Principle Duties And Responsibilities Of All Positions;

DATE: September 27, 2022

SUBJECT: 5:15 p.m. Second Read and Request Council Approval of An Ordinance By The City Of South Fulton Creating The Department Of Public Affairs; Establishing The Position Of Director Of Public Affairs With The Department Of Public Affairs, Creating The Position of Press Secretary Within The City Manager's Office; Providing Job Summaries And Principle Duties And Responsibilities Of All Positions;

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
Ordinance - Dept of Public Affairs Creation- Final_rev 9.26.2022	Cover Memo	9/26/2022

AN ORDINANCE BY THE CITY OF SOUTH FULTON CREATING THE DEPARTMENT OF PUBLIC AFFAIRS AND SPECIAL PROJECTS; ESTABLISHING THE POSITIONS OF DIRECTOR OF PUBLIC AFFAIRS AND SPECIAL PROJECTS MANAGER WITHIN THE DEPARTMENT, PROVIDING THE JOB SUMMARY AND PRINCIPAL DUTIES AND RESPONSIBILITIES OF THE DIRECTOR OF PUBLIC AFFAIRS; AND FOR OTHER LAWFUL PURPOSES.

(Sponsored by Councilmember Williams, Willis)

WHEREAS, the City of South Fulton ("City") is a municipal corporation duly organized and existing under the laws of the State of Georgia;

WHEREAS, the duly elected governing authority of the City, is the Mayor and Council thereof ("City Council");

WHEREAS, pursuant to City Charter Section 3.10 (c), the City Council is authorized to establish, abolish, merge, or consolidate offices, positions of employment, departments, and agencies of the City as it shall deem necessary for the proper administration of the affairs of the government of the City; and

WHEREAS, this Ordinance is in the best interests of the health and general welfare of the City, its residents and general public.

THE CITY COUNCIL OF THE CITY OF SOUTH FULTON HEREBY ORDAINS as follows:

Section 1. Creation of Department of Public Affairs. Pursuant to City of South Fulton Charter Section 3.10(c) and 3.10(d), and Sec. 4.10 *et seq.*, the City Council hereby creates the City of South Fulton Department of Public Affairs and Special Projects.

Section 2. Director of Public Affairs. The job responsibilities of the Director of Public Affairs shall be to provide leadership for external media, government, and public relations components of the City, manage media relations and public relations for the City, and manage Citywide special projects, to include, but not be limited to, job fairs, state of the city address, feeding the city holiday day events, etc. The responsibilities and duties of the Director of Public Affairs, as well as the qualifications for the position, are further described in Attachment "A", attached hereto.

Section 3. Special Projects Manager. The position of Special Projects Manager within the City Manager's office shall be transferred to the Department of Public Affairs and Special Projects.

Section 4. Reporting. The Director of Public Affairs shall report to the City Manager in accordance with City Charter Sec. 3.10A(2), and shall be appointed, removed, and

supervised by the City Manager in accordance with City Code Sec. 1-6007. The Special Projects Manager shall report to the Director of Public Affairs.

Section 5. It is hereby declared to be the intention of the Mayor and Council that: (a) All sections, paragraphs, sentences, clauses and phrases of this Ordinance are or were, upon their enactment, believed by the City Council to be fully valid, enforceable and constitutional.

(b) To the greatest extent allowed by law, every section, paragraph, sentence, clause or phrase of this Ordinance is severable from every other section, paragraph, sentence, clause or phrase of this Ordinance. No section, paragraph, sentence, clause or phrase of this Ordinance is mutually dependent upon any other section, paragraph, sentence, clause or phrase of this Ordinance.

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

Section 6. All Ordinances and parts of Ordinances in conflict herewith are hereby expressly repealed.

Section 7. The City Attorney, City Clerk and contracted City Codifier are authorized to make non-substantive formatting and renumbering edits to this ordinance for proofing, codification, and supplementation purposes. The final version of all ordinances shall be filed with the clerk.

Section 8. The effective date of this Ordinance shall be the date of adoption unless provided otherwise by the City Charter or state and federal law.

[signatures and voting tabulations appear on the following page]

JOB DESCRIPTION

In collaboration with the city manager, provides leadership for the external media, government, and public relations components of the city's communication plan. Works with the Communications Director to plan, implement and ensure city communications policies and practices are followed.

Manages media relations for the city. Develops and implements a strategic media relations campaign to ensure a positive public image for the city. Works with the media to obtain press coverage on the city. Maintains contact with city manager in matters relating to news media, public statements, crisis communications and public relations activities. Represents the city to news media. Oversees development and dissemination of press releases, web features, and other external media communications. Works with state and national elected officials to promote media awareness of city issues.

Manages public relations for the city. Plans external audience special events for the city. Provides guidance and support to the city manager on planning events and other public relations activities. Represents the city at public events, press conferences and meetings.

Leads special projects for the City. Serves as the point person for specific initiatives to advance the City's mission and goals. Develops and implements new programs and projects. Develops long-term strategies for citywide growth. Coordinates with vendors to ensure that events run smoothly. Directs the special projects manager in his or her role.

EDUCATION/EXPERIENCE REQUIREMENTS

B.A. in Communications, Public Relations, or Journalism

Minimum five (5) years experience working directly with elected officials at various levels of government

Requires thorough and understanding knowledge of press/media relations, advertising and promotion, marketing, and communications.

Experience functioning successfully as a communications strategist and spokesperson in a politically charged environment

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: 5:20 p.m. Second Read and Request Council Approval of An Ordinance To Amend Section 1-6009, Departments, Generally, For The Purpose Of Modifying The Title And Responsibilities Of The Department Of Communications And External Affairs; Adding The Department Of Public Affairs;

DATE: September 27, 2022

SUBJECT: 5:20 p.m. Second Read and Request Council Approval of An Ordinance To Amend Section 1-6009, Departments, Generally, For The Purpose Of Modifying The Title And Responsibilities Of The Department Of Communications And External Affairs; Adding The Department Of Public Affairs;

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
Ordinance - Amending Department of Communications and External Affairs_rev 9.26.2022	Cover Memo	9/26/2022

STATE OF GEORGIA
COUNTY OF FULTON
CITY OF SOUTH FULTON

ORD2022-_____

AN ORDINANCE TO AMEND SECTION 1-6009, DEPARTMENTS, GENERALLY, FOR THE PURPOSE OF MODIFYING THE TITLE AND RESPONSIBILITIES OF THE DEPARTMENT OF COMMUNICATIONS AND EXTERNAL AFFAIRS; ADDING THE DEPARTMENT OF PUBLIC AFFAIRS AND SPECIAL PROJECTS; AND FOR OTHER LAWFUL PURPOSES.

WHEREAS, the City of South Fulton ("City") is a municipal corporation duly organized and existing under the laws of the State of Georgia; and

WHEREAS, the duly elected governing authority of the City is the Mayor and Council thereof ("City Council"); and

WHEREAS, pursuant to City Charter Section 3.10 (b), the City Council is authorized to adopt ordinances and amendments it deems necessary, expedient, or helpful for the health, welfare, safety, comfort and well-being of the inhabitants of the City; and

WHEREAS, pursuant to City Charter Section 3.10 (c), the City Council is authorized to establish, abolish, merge, or consolidate offices, positions of employment, departments, and agencies of the City as it shall deem necessary for the proper administration of the affairs of the government of the City; and

WHEREAS, the Mayor and City Council of the City of South Fulton finds that this Ordinance is in the best interest of the public health, safety, and welfare.

THE CITY COUNCIL OF THE CITY OF SOUTH FULTON HEREBY ORDAINS as follows:

Section 1. That Section 1-6009 (Departments, generally) of Chapter 6 (Municipal Employees) of Title 1 (Administration) of the City of South Fulton Code of Ordinances be amended, in totality, to provide for the newly created Department of Public Affairs, and the following offices and units of governments are established within the city:

- (1) ~~Communications and external affairs~~. Responsible for the development of internal and external communications, ~~coordinates media relations, news releases~~, the city's website, ~~social media~~, **branding**, and newsletter.
- (2) Community development and regulatory affairs. Responsible for duties as the office of film and entertainment and all city planning and zoning activities and federal, state and local regulatory compliance related to this function. The head of this department shall be the director of community development & regulatory affairs, who will serve in an advisory capacity to the boards and council in all planning and zoning matters, to make recommendations to amend planning and

regulatory ordinances, and to administer the enforcement of ordinances relating thereto. Additionally, the director or his/her designees will also staff the following boards and commissions:

Code enforcement board,

Historic and cultural landmarks commission,

Planning commission, and

Zoning board of appeals. 

- a. Code enforcement. Responsible for the inspection and enforcement of residential and commercial properties that are in violation of the code pertaining to construction, land use regulations and maintenance of structures and premises.
 - b. Planning and zoning. Serves as the primary point of contact with applicants throughout the land development process. Responsibilities include management of processes for the review and approval of land development permits, land disturbance permits, final plats, stream buffer variances, and other related activities to include property zoning information, rezoning, zoning variances, and subdivision platting; and ensuring development projects are designed to meet city design standards and state regulations.
 - c. Permit and land development office. Responsible for the processing and issuance of all building permits, conducting field inspections for safety and occupancy and coordinating the review of all construction documents to ensure that structures are designed per the current applicable codes.
- (3) Destination South Fulton (DSF) is the City of South Fulton's economic development entity. DSF can provide demographic information on the city; assist with site selection to construct or locate businesses; and offer information on funding and incentives which may help attract and sustain existing business.
- (4) Finance. Responsible for providing general oversight and support for financial management, administrative, and technology operations for the city.
- a. Core financial and administrative functions include:
 1. Accounts payable.
 2. Accounts receivable.
 3. Business license processing.
 4. Contract and purchasing oversight.
 5. Payroll.
 6. General ledger administration.
 7. Financial auditing support and compliance with financial reporting requirements.
 8. Cash and debt service management.

9. Budget development and oversight.
 10. Office equipment support.
 11. Financial records management.
 12. Grants administration.
 13. Business license. Responsible for the collection of occupational taxes and issuance of occupational tax certificates (business licenses) within the City of South Fulton. In addition, the office collects various excise taxes including hotel/motel, alcohol, rental, and energy excise taxes.
- b. The chief financial officer shall be authorized to sign all appeal bonds and related bond documentation on behalf of the city council or city, which may be essential to the administration of any case in court.
- c. The following offices are a part of the Finance Department:
1. Accounting.
 2. Purchasing.
 3. Risk management.
 4. Budget management.
 5. Grant administration.
 6. Tax administration.
 7. Grant writing.
- (5) Fire. The Fire Department, led by the fire chief, shall be authorized to ensure that that all rules, regulations and laws of the state and city relative to fire prevention and extinguishment are duly observed.
- (6) Human resources. Headed by the human resources director and responsible for the managing the full range of workforce services, including recruitment and retention, benefits administration, employee relations, personnel records management, training and separation of city personnel.
- (7) Information technology. Headed by the IT director and responsible for the information technology strategy and computer systems while managing all technical services and relationships.
- (8) Municipal court. Headed by the court administrator and responsible for the administration and operation of the city's municipal court system.
- (9) Parks, recreation and cultural affairs. All park and recreation activities shall be the responsibility of the parks and recreation department, which shall be headed by the director of parks and recreation.
- (10) Police. The chief of police and all members of the police department shall have the power and authority of police officers generally and shall perform such duties as are required of them by the council or by law. The chief of police shall have

general superintendence of the police department and custody of all property used and maintained for the purposes of said department.

- (11) **Public Affairs and Special Projects. Responsible for the development of external communications and special projects, coordinates media relations relative to external affairs and special project events, press conferences relative to external affairs events and special projects, news releases and public statements for external affairs events and special projects, social media, and public relations activities. Responsible for the development and implementation of new projects and programs.**

- (12) Public works. Headed by the public works director and responsible for the administration, planning, engineering, construction, and maintenance of the city's infrastructure.

- a. General services. Headed by the facilities manager and oversees new construction as well as the modification, renovation, and major maintenance of city facilities.
- b. Fleet services. Headed by the fleet manager and oversees the maintenance of city vehicles.

Chapter 2. Amendments are shown with ~~strike through~~ to denote text to be deleted and **bold underline** to denote text to be added. Where new sections or paragraphs are added that change the numbering of existing sections or paragraphs, all references throughout the Ordinance will be updated accordingly.

Chapter 3. It is hereby declared to be the intention of the Mayor and Council that: (a) All sections, paragraphs, sentences, clauses and phrases of this Ordinance are or were, upon their enactment, believed by the City Council to be fully valid, enforceable and constitutional.

(b) To the greatest extent allowed by law, every section, paragraph, sentence, clause or phrase of this Ordinance is severable from every other section, paragraph, sentence, clause or phrase of this Ordinance. No section, paragraph, sentence, clause or phrase of this Ordinance is mutually dependent upon any other section, paragraph, sentence, clause or phrase of this Ordinance.

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

Section 4. All Ordinances and parts of Ordinances in conflict herewith are hereby expressly repealed.

Section 5. The City Attorney, City Clerk and contracted City Codifier are authorized to make non-substantive formatting and renumbering edits to this ordinance for proofing, codification, and supplementation purposes. The final version of all ordinances shall be filed with the clerk.

Section 6. The effective date of this Ordinance shall be the date of adoption unless provided otherwise by the City Charter or state and federal law.

[signatures and voting tabulations appear on the following page]

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: 5:25 p.m. Second Read and Request Council Approval of A Ordinance Amending the City Charter – City Clerk Duties

DATE: September 27, 2022

SUBJECT: 5:25 p.m. Second Read and Request Council Approval of A Ordinance Amending the City Charter – City Clerk Duties

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
Clerk Duties Charter amendment	Cover Memo	9/23/2022
COSF Memorandum FIS Clerk Duties Charter Amendment	Cover Memo	9/23/2022

1 **STATE OF GEORGIA**
2 **COUNTY OF FULTON**
3 **CITY OF SOUTH FULTON**

4
5 **AN ORDINANCE AMENDING SECTION 4.13, CITY CLERK, OF THE CITY OF**
6 **SOUTH FULTON CHARTER AND FOR OTHER LAWFUL PURPOSES**
7

8 **(Sponsored by Councilmembers Willis, Gumbs, Sebastian, Reeves. Williams)**
9

10 **WHEREAS**, the City Council is authorized pursuant to O.C.G.A. § 36-35-3 and
11 other applicable laws to amend the City Charter;
12

13 **WHEREAS**, the City Council desires through this Ordinance to amend and
14 address the duties and office of the City Clerk set forth under the City Charter; and
15

16 **WHEREAS**, the City Council finds that this Ordinance is in the best interests of the
17 health and general welfare of the City, its residents and general public.
18

19 **THE COUNCIL OF THE CITY OF SOUTH FULTON HEREBY ORDAINS** as
20 follows:
21

22 **Section 1.** The City of South Fulton Charter, Section 4.13, City Clerk, is hereby
23 amended by deleting the same in its entirety and replacing it with a new Section 4.13,
24 City Clerk, which shall read as follows:
25

26 **SEC. 4.13. City clerk.**

27 The mayor shall nominate and the city council shall confirm by a majority vote
28 a city clerk who shall not be a councilmember. The city clerk shall report to mayor and
29 city council. The city council shall provide for the compensation of the city clerk.

30 The city clerk's Office shall serve as the central repository for information regarding all
31 legislative actions of the governing authority. The City Clerk shall serve as the designated
32 custodian and administrator of the City Council's legislative actions. The records for all
33 City boards, authorities, commissions, etc., shall be maintained by the office of the city
34 clerk. The city clerk shall be custodian of the official city seal, maintain city council
35 records required by this Charter, and perform such other duties as may be required by
36 the city council. The city clerk may be removed by five affirmative votes of city council.

37 *****
38

39 **Section 2.** It is hereby declared to be the intention of the City Council that: (a) All
40 sections, paragraphs, sentences, clauses and phrases of this Ordinance are or were,
41 upon their enactment, believed by the City Council to be fully valid, enforceable and
42 constitutional.

(b) To the greatest extent allowed by law, each and every section, paragraph, sentence, clause or phrase of this Ordinance is severable from every other section, paragraph, sentence, clause or phrase of this Ordinance. No section, paragraph, sentence, clause or phrase of this Ordinance is mutually dependent upon any other section, paragraph, sentence, clause or phrase of this Resolution.

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

Section 3. All Ordinances in conflict herewith are hereby expressly repealed.

Section 4. The City Attorney, City Clerk and contracted City Codifier are authorized to make non-substantive formatting and renumbering edits to this ordinance for proofing, codification, and supplementation purposes. The final version of all ordinances shall be filed with the City Clerk.

Section 5. The effective date of this Ordinance shall be upon adoption by city council, unless provided otherwise by applicable local, state and/or federal law.

GOVERNMENT OF THE CITY OF SOUTH FULTON

TAMMI SADDLER JONES
CITY MANGER



Karen Slaton-Dixon
FINANCE DIRECTOR

MEMORANDUM

TO: Corey Adams, City Clerk
FROM: Karen Slaton-Dixon, Finance Director *KSD*
DATE: August 16, 2022
SUBJECT: Amend Clerk Duties Charter Ordinance

CONCLUSION

No direct funds are being requested.

BACKGROUND

The city desires to amend section 4.13 City Clerk of the City of South Fulton Charter.

FINANCIAL IMPACT

The proposed ordinance as written will have no financial impact on the City's budget.

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: 5:30 p.m. Request Council Approval of An Emergency Ordinance Declaring A State Of
Emergency In The City Of South Fulton; Providing For City Meetings To Be Held
Virtually; Providing For An Effective Date

DATE: September 27, 2022

SUBJECT: 5:30 p.m. Request Council Approval of An Emergency Ordinance Declaring A State Of
Emergency In The City Of South Fulton; Providing For City Meetings To Be Held
Virtually; Providing For An Effective Date

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
Ord2021_State_of_Emergency_Ordinance__Virtual_Meetings_vdh_edits_051822 (1)	Cover Memo	9/23/2022

AN ORDINANCE DECLARING A STATE OF EMERGENCY IN THE CITY OF SOUTH FULTON; PROVIDING FOR CITY MEETINGS TO BE HELD VIRTUALLY; PROVIDING FOR AN EFFECTIVE DATE AND FOR OTHER LAWFUL PURPOSES.

(Sponsored by Councilmember Catherine Rowell - District 1)

WHEREAS, the City of South Fulton ("City") is a municipal corporation duly organized and existing under the laws of the State of Georgia; and

WHEREAS, the duly elected governing authority of the City is the Mayor and Council thereof ("City Council"); and

WHEREAS, the World Health Organization has declared the COVID-19 Virus, commonly referred to as the Coronavirus, as a world health emergency and global pandemic; and

WHEREAS, the Coronavirus has various mutations and/or variants that continue to effect vaccinated and unvaccinated individuals across the nation, including Georgia and its surrounding counties and cities; and

WHEREAS, the Centers of Disease Control ("CDC") and the Georgia Department of Public Health ("DPH") collects, analyzes and tracks Covid-19 data in various categories, e.g., confirmed cases, hospitalizations, deaths by race and ethnicity,

WHEREAS, it is known that the COVID-19 Virus and its variants can have a disproportionate impact on certain races and ages than other race or age groups; and

WHEREAS, the global pandemic caused by the spread of COVID-19 persists with the new variants (e.g., Omicron) of the virus currently infecting Georgians; and

WHEREAS, according to the Georgia Department of Public Health, a large portion of Georgians are not fully vaccinated; and

WHEREAS, it is essential for the City to continue to act in order to minimize the spread of COVID-19 and its variants so as to prevent or minimize sickness, injury, or death, to people and damage to property resulting from this continued public health crisis;

WHEREAS, the City is authorized to declare an emergency and take measures to protect the life, health, property, or public peace of its citizens pursuant to Section 3.18 of its Charter; and

WHEREAS, O.C.G.A. §38-3-28 provides the City with the authority to make, amend, and rescind such orders, rules, and regulations as necessary for emergency

management purposes to preserve the health, safety, and welfare of the residents of the City; and

WHEREAS, the Open Meetings Act, O.C.G.A. § 51-14-1 *et seq*, allows public agencies, such as the City, to conduct their meetings, via, teleconference in the event of an emergency; and

WHEREAS, the COVID-19 as a previously recognized pandemic or epidemic still constitutes an emergency within the meaning of the Open Meetings Act; and

WHEREAS, The state of Georgia Governor's executive order declaring a Public Health State of Emergency which provided for City Meetings to be conducted virtually has expired; and

WHEREAS, the City had previously adopted an emergency ordinance that only remains in effect for only 30 days; and

WHEREAS, the City Council desires to adopt this emergency ordinance to continue to provide for City Meetings to remain virtual to aid in the prevention and the potential spread of the COVID-19 and its variants (e.g., Omicron) at City meetings, which are staffed and attended by its elected officials, employees, and citizens; and

WHEREAS, this Ordinance is in the best interests of the health and general welfare of the City, its residents and general public.

THE CITY COUNCIL OF THE CITY OF SOUTH FULTON HEREBY ORDAINS as follows:

Section 1. Declaration of Emergency. The City Council hereby declares that a public health state of emergency remains in the City of South Fulton due to a pandemic or epidemic.

Section 2. City Meetings. All meetings of any Board, Commission, Authority, or the City Council shall continue to be held by virtual means, to include the use of the Zoom platform with concurrent live streaming of the proceedings on YouTube. Public comments will be received through Zoom in addition to written comments submitted to the City as provided on the City's website. In all other respects, the meetings will be conducted as though they were in person and held at City Hall.

Section 3. Effective Date. This Ordinance shall take effect upon passage by the City Council and shall expire by its own terms 30 days after its adoption, unless extended by further action of the City Council.

Section 4. It is hereby declared to be the intention of the City Council that: (a) All sections, paragraphs, sentences, clauses, and phrases of this Ordinance are or were, upon their enactment, believed by the City Council to be fully valid, enforceable, and constitutional.

(b) To the greatest extent allowed by law, every section, paragraph, sentence, clause, or phrase of this Ordinance is severable from every other section, paragraph, sentence,

clause, or phrase of this Ordinance. No section, paragraph, sentence, clause, or phrase of this Ordinance is mutually dependent upon any other section, paragraph, sentence, clause, or phrase of this Ordinance.

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

Section 5. All Ordinances and parts of Ordinances in conflict herewith are hereby expressly repealed.

Section 6. The City Attorney, City Clerk are authorized to make non-substantive formatting and renumbering edits to this ordinance for proofing, codification, and supplementation purposes. The final version of all ordinances shall be filed with the clerk.

[signatures and voting tabulations appear on the following page]

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: 5:35 p.m. Second Read and Request Council Approval Of An Ordinance To Amend Title 1, Administration, Chapter 6, Municipal Employees, Of The Code Of Ordinances, City Of South Fulton, GA To Add Section 1-6011 Temporary Employment Services

DATE: September 27, 2022

SUBJECT: 5:35 p.m. Second Read and Request Council Approval Of An Ordinance To Amend Title 1, Administration, Chapter 6, Municipal Employees, Of The Code Of Ordinances, City Of South Fulton, GA To Add Section 1-6011 Temporary Employment Services

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
Temp Employee Ordinance	Cover Memo	9/23/2022
COSF Memorandum FIS Temp Employee Ordinance	Cover Memo	9/23/2022

STATE OF GEORGIA

COUNTY OF FULTON

CITY OF SOUTH FULTON

ORD2022-_____

AN ORDINANCE TO AMEND TITLE 1, ADMINISTRATION, CHAPTER 6, MUNICIPAL EMPLOYEES, OF THE CODE OF ORDINANCES, CITY OF SOUTH FULTON, GA TO ADD SECTION 1-6011 TEMPORARY EMPLOYMENT SERVICES AND FOR OTHER LAWFUL PURPOSES.

(Sponsored by Councilmembers Williams, Willis, Sebastian, Reeves)

WHEREAS, pursuant to City Charter Section 3.10 (b), the City Council is authorized to adopt ordinances and amendments it deems necessary, expedient, or helpful for the health, welfare, safety, comfort and well-being of the inhabitants of the City; and

WHEREAS, the City Council acknowledges that a portion of its staffing requirements that is critical may be met through the use of agency temporary workers and contractors; and

WHEREAS, the City desires to amend its code of ordinances through this Ordinance to provide guidelines and regulations for the use of temporary employment services.

THE CITY COUNCIL OF THE CITY OF SOUTH FULTON HEREBY ORDAINS as follows:

Section 1. The Code of Ordinances, City of South Fulton, Georgia, Title 1, Administration, Chapter 6, Municipal Employees, is hereby amended to add the following:

TITLE 1 – ADMINISTRATION

Chapter 6 – Municipal Employees

1-6011. TEMPORARY EMPLOYMENT SERVICES.

1-6011.1 Purpose; applicability

The purpose of this section is to ensure that uniformed guidelines are followed in the hiring of temporary employees and contractors. This section is applicable to temporary staff and contractors to fill vacant non-elective staff positions.

1-6011.2 Definitions

“Temporary Staff” is an individual who provides a service to the City through a staffing firm that administers the individual’s pay, benefits, employment taxes, and IRS reporting.

“Independent Contractor” is an individual who meets the United States Department of Labor and Internal Revenue Service (IRS) Independent Contractor Tests.

“Critical hire” shall be considered a position that the city must fill in order to maintain citizen/life safety, and to successfully meet required financial and/or operational compliance standards that puts the city’s financial standing and credit rating at risk. A critical hire is not the same as an important hire. The city has many positions that are important to operational success but would not be considered critical. Important positions shall not be approved for critical hire.

1-6011.3 Use of temporary staff

The use of temporary agencies and contract employees to fill vacant non-elective staff positions shall be limited to only those positions that have been identified as being a critical hire by a resolution of the city council. Temporary and/or contract employees hired through the critical hire process shall be term limited to a maximum of 120 days.

1-6011.4 Procedures for hiring

All critical hires must be procured through a contract resulting from a formal procurement. The human resource (HR) department is responsible for identifying and reviewing staffing vendor relationship by utilizing the city’s procurement process. All contractual agreements must be procured and negotiated in advance of placement of temporary staff or contractors. Payment of services rendered by temporary and contract staff may only be paid directly to a third-party agency whose primary purpose is to provide temporary and contract workers.

The HR department is responsible for the overall management of the selection and hiring processes related to critical hires including, but not limited to, ensuring that the appropriate pre-employment screenings are conducted by the staffing firm in accordance with city employment practices.

Departments requesting to fill non-elective staff positions through the critical hire process shall complete a critical hire request form providing a compelling case for the critical nature of the position, along with the appropriate supporting documentation and data regarding the risk to citizen/life safety and/or the city’s ability to meet compliance standards in order to protect its financial standing and/or credit rating.

Departments shall submit to the city manager for approval all requests to complete a critical hire for non-elective staff positions that meet the critical hire criteria for approval. Upon approval by the city manager, s/he shall subsequently submit to the city council for city council approval the need for a critical hire.

1-6011.5 Approval of critical hires by City Council

The city council shall review the documentation submitted by the city manager, and upon determination of need, the city council shall by majority vote approve a resolution authorizing the use of a temporary agency and/or contract to fill the critical hire vacancy. In the event that the city council determines that the need for a critical hire does not exist, and that the position can be filled using the regular employee recruitment process, the position shall remain unfilled until such time as a suitable candidate is identified and hired through the regular City employee recruitment process.

1-6011.6 Discipline and Termination of critical hires

Disciplinary actions will be handled by the HR department and the temporary agency representative. The release of all critical hires must be coordinated through the HR department directly with the agency.

Section 2. It is hereby declared to be the intention of the Mayor and Council that: (a) All sections, paragraphs, sentences, clauses and phrases of this Ordinance are or were, upon their enactment, believed by the City Council to be fully valid, enforceable and constitutional.

(b) To the greatest extent allowed by law, every section, paragraph, sentence, clause or phrase of this Ordinance is severable from every other section, paragraph, sentence, clause or phrase of this Ordinance. No section, paragraph, sentence, clause or phrase of this Ordinance is mutually dependent upon any other section, paragraph, sentence, clause or phrase of this Ordinance.

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

Section 4. All Ordinances and parts of Ordinances in conflict herewith are hereby expressly repealed.

Section 5. The City Attorney, City Clerk and contracted City Codifier are authorized to make non-substantive formatting and renumbering edits to this ordinance for proofing, codification, and supplementation purposes. The final version of all ordinances shall be filed with the clerk.

Section 6. The effective date of this Ordinance shall be the date of adoption unless provided otherwise by the City Charter or state and federal law.

[signatures and voting tabulations appear on the following page]

GOVERNMENT OF THE CITY OF SOUTH FULTON

TAMMI SADDLER JONES
CITY MANGER



Karen Slaton-Dixon
FINANCE DIRECTOR

MEMORANDUM

TO: Corey Adams, City Clerk
FROM: Karen Slaton-Dixon, Finance Director *KSD*
DATE: August 16, 2022
SUBJECT: Temp Employee Ordinance

CONCLUSION

No direct funds are being requested nor have any direct funds been allocated in the FY22 budget to cover any known expenses.

BACKGROUND

The city desires to amend Title 1, Administration Chapter 6, Municipal Employees of the Code of Ordinances, City of South Fulton, GA to add section 1-6011 Temporary Employment Services.

FINANCIAL IMPACT

The ordinance as written would a minimal financial impact on the FY22 budget. However, with the current job market, and the inability to hire for many positions, it would put the City Departments at a disadvantage, and not allow for a healthy workplace if a position is left unfilled.

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: 5:45 p.m. Request Council Approval for the Implementation of the South Fulton Police Department Incentive Pay Plan, effective Oct. 1, 2022. Employees will be eligible for up to \$10,000 in incentives in addition to their Base salary. SFPD General Fund – Personnel

DATE: September 27, 2022

SUBJECT: 5:45 p.m. Request Council Approval for the Implementation of the South Fulton Police Department Incentive Pay Plan, effective Oct. 1, 2022. Employees will be eligible for up to \$10,000 in incentives in addition to their Base salary. SFPD General Fund – Personnel

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
Decision Memo - SFPD Incentive Pay Plan (Oct. '22) (1)	Cover Memo	9/23/2022

City of South Fulton Agenda Item Summary



City Council Meeting Date		
Requesting Department POLICE		Council District(s) Affected ALL
Requested Action Approval for the implementation of the SFPD Incentive Pay Plan, effective Oct. 1, 2022.		
Requirements for Council Action (City specific Council policy, statute or code requirement) Approval for the implementation of the SFPD Incentive Pay Plan, effective Oct. 1, 2022. The purpose of the incentive pay plan is to compensate full-time SFPD employees within five categories and to attract and retain staff.		
Summary and Background (Provide department recommendation and an executive summary of the action that gives an overview of the relevant details) In order to attract and retain staff across the metro Atlanta area, the SFPD wishes to implement the Incentive Pay Plan to compensate full-time employees for accomplishments, education, certifications, hazardous duty, longevity and other factors related to their job which enhances the service capabilities within the South Fulton community. Employees will be eligible for up to \$10,000 in incentive in addition to their base salary.		
Funding Source (if applicable) SFPD General Fund - PERSONNEL		
Financial Impact (if applicable)		
Financial Impact Statement Received Yes ☐ No ☐		
Legislative Process Complete Yes ☐ No ☐		
Department Director Approval 		Finance Director Approval
Assistant City Manager Approval 	City Attorney Approval 	City Manager Approval

GOVERNMENT OF THE CITY OF SOUTH FULTON

Office of the City Manager

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

DECISION MEMO

TO: Tammi Saddler - Jones
City Manager

FROM: Keith Meadows
Police Chief

DATE: September 13, 2022

SUBJECT: SFPD Incentive Pay Plan

Background:

The South Fulton Police Department Incentive Pay Plan is intended to compensate full-time police department employees for accomplishments, education, certifications, hazardous duty, longevity and other factors related to their jobs which enhances the service capabilities within the South Fulton community. There are five main categories in which an employee can earn incentive pay: (1) Specialized Unit Assignment, (2) Foreign Language, (3) GA POST Certification, (4) Education, and (5) Longevity.

Each of the categories has its own criteria and thresholds to be eligible for Incentive Pay compensation. The decision of the validity or acceptance of any submittal item for Incentive Pay rests with the Police Chief, a designated Incentive Committee, and in coordination with City Payroll. Portions of this program can be amended or deleted at any time at the discretion of the Chief. An officer will be eligible to request up to \$10,000 pay incentive compensation in addition to their base salary, upon verification. Incentive Pay adjustments will be only made on October 1 and April 1. **DETAILED PROPOSAL IS ATTACHED.**

Decision Needed:

Approval for the implementation of the SFPD Incentive Pay Plan, effective October 1, 2022.

Decision: **Approved** ☐ **Disapproved** ☐

In this section, the City Manager will sign to indicate approval of the recommended option or will provide comments to indicate pursuit of an alternate course of action.

Comments:

Signature

Date



South Fulton Police Department

5440 Fulton Industrial Blvd · Atlanta, Georgia 30336

Phone: (470) 809-7300

Keith Meadows
Chief of Police

SFPD INCENTIVE PAY PLAN

The South Fulton Police Department Incentive Pay Plan is intended to compensate full-time police department employees for accomplishments, education, certifications, hazardous duty, longevity, and other factors related to their jobs which enhances the service capabilities within the South Fulton community. There are five categories in which an employee can earn incentive pay:

1. Specialized Unit Assignment
2. Foreign Language
3. Georgia POST Certification
4. Education
5. Longevity

Each of the categories has its own criteria and thresholds to be eligible for Incentive Pay compensation. The decision of the validity or acceptance of any submittal item for Incentive Pay rests with the Chief of Police, in coordination with City Payroll. Portions of this program can be amended or deleted at any time at the discretion of the Chief. An officer will be eligible to request up to \$10,000 pay incentive compensation in addition to their base salary, upon verification. Incentive Pay adjustments will be only made on October 1 and April 1.

SPECIALIZED UNIT ASSIGNMENT

Specialized unit assignments serve a critical role within the agency. Similarly, to the U.S. Military, this Incentive Pay category will compensate officers for hazardous duty assignments, attract & retain officers for hard-to-fill assignments, and for duties that involve an unusual level of responsibility.

The following specialized unit assignments are eligible for incentive pay:

- 1. SWAT - \$2,000**
 - a. Assigned to SWAT
 - b. Successfully completed SWAT Basic I
- 2. Traffic Unit - \$1,800**
 - a. Assigned to Traffic Unit
 - b. On Scene Traffic Accident Investigation Level 1 & 2
 - c. Traffic Accident Reconstruction Level 1-5
- 3. Internal Affairs – \$1,800**
 - a. Assigned to Internal Affairs Unit
 - b. Successful completion of Police Internal Affairs Investigations Training
- 4. Motors Unit – \$1,800**
 - a. Assigned to Motors Unit
 - b. Successful completion of Police Motorcycle Officer Training Course



South Fulton Police Department

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Phone: (470) 809-7300

Keith Meadows
Chief of Police

5. Dive Team - \$1,500

- a. Assigned to Dive Team Unit
- b. Successful completion of police dive team training, or other approved training designed by the agency

6. Investigator Pay - \$1,500

- a. Assigned to CID, Gangs, Narcotics, or Background & Recruitment as an investigator as a Police Officer II

7. Hostage Negotiations - \$1,000

- a. Assigned to Hostage Negotiations Team
- b. Successful completion of hostage negotiations training

8. Drone Unit - \$1,000

- a. Assigned to Drone Unit
- b. Successful completion of Part 107 Training and Remote Pilot Certification

9. Honor Guard - \$500

- a. Assigned to Honor Guard Unit
- b. Successful completion of Honor Guard Training

10. Drug Recognition Expert - \$4,000

- a. Successful and current certification of DRE School

11. DUI - \$1,200

- a. Successful completion of all three components (current Intox 9000 Certification, SFST – Standardized Field Sobriety Testing, and ARIDE – Advanced Roadside Impaired Driving Enforcement)

An employee is eligible for up to two (2) Specialized Unit Incentive Pay opportunities at any given time.

FOREIGN LANGUAGE INCENTIVE

As the City of South Fulton embraces diversity and inclusion, the population has grown over the last few years, to include our Spanish speaking population. Offering a Spanish Foreign Language Incentive Pay will compensate officers with demonstrated foreign language skills, specifically in Spanish. Assignments involving Spanish translations and interpretation are common and vital to providing quality services to our citizens. As such, SFPD provides an incentive to become proficient, or more proficient to assist our Spanish speaking population.

1. Spanish - \$2,000

- a. Be required to pass an exam or other method of determining proficiency in Spanish as determined by the Chief of Police.

GA P.O.S.T CERTIFICATION INCENTIVE PAY

As we strive to improve the profession of law enforcement, rewarding employees who obtain GA Peace Officer Standards and Training Council (POST) advanced certification program allow us to further recruit and retain qualified personnel. The following Certificates are eligible for Incentive Pay:



South Fulton Police Department

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Phone: (470) 809-7300

Keith Meadows
Chief of Police

- 1. Field Training Officer (FTO) Certification - \$2,000**
 - a. Must possess the P.O.S.T Field Training Officer Certification
 - b. Minimum three (3) years of experience with South Fulton Police Department
 - c. Be in a position designated to train recruits/new officers
 - d. Be recommended by their supervisor and approved by the Field Training Officer Program Coordinator to be an FTO, along with the Chief of Police.
- 2. Crime Scene Technician Certification - \$2,000**
 - a. Possess at least one year of experience as a crime scene technician
 - b. Completed the following courses to obtain Crime Scene Technician Certification
 - i. Fingerprint Classification
 - ii. Friction Ridge Comparisons
 - iii. Latent Print Development
 - iv. Crime Scene Investigations
 - v. Evidence Presentation
 - vi. Basic Photography & Digital Imaging
 - vii. Bloodstain Pattern Analysis
- 3. Terminal Agency Coordinator Certification - \$1,000**
 - a. Must possess Police Chief's authorization to serves as the SFPD's TAC with GBI.
- 4. GA Records Association Professional Certification - \$2,000**
 - a. Must possess current GRMP Certificate
- 5. GA Records Management Certificate - \$2,000**
 - a. Must possess current GTMP Records Management Certificate
- 6. Intermediate Certification - \$1,000**
 - a. Must possess P.O.S.T. Intermediated Certification
 - b. Completed probationary period
- 7. Advanced Certification - \$1,000**
 - a. Must possess P.O.S.T. Advanced Certification
 - b. Completed probationary period
- 8. Supervisor Certification - \$1,000**
 - a. Must possess P.O.S.T. Supervisory Certification
 - b. Must have been a supervisor for SFPD for a minimum of one (1) year
- 9. Management Certification - \$1,000**
 - a. Must possess P.O.S.T. Management Certification
 - b. Possess the rank of Lieutenant or higher

An employee is eligible for up to two (2) GA POST Incentive Pay opportunities at any given time.

EDUCATION INCENTIVE

The educational component of the plan will compensate individuals for obtaining college degrees and other education tracks related to the law enforcement field, as designated by the Chief of Police. These include, but are not limited to, Criminal Justice, Homeland Security & Emergency Management, Public Safety, Public Administration, Business Administration, Professional Management Program, Georgia State University Leadership Institute or other related degrees/programs at the rates below. The Police Chief reserves the right to submit additional



South Fulton Police Department

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Keith Meadows
Chief of Police

programs for consideration that have an educational value to law enforcement.

The degree must be from a school, college, or university that is accredited by a regional or national accrediting agency that is recognized by the U.S. Department of Education.

The following education/programs are eligible for incentives:

1. **Associates Degree - \$1,000**
2. **Bachelor's Degree - \$2,500**
3. **Master's Degree/Command College - \$3,000**
4. **South Fulton Leadership Track - \$2,000**
 - a. (GSU LDIG, Atlanta Metropolitan College Police Leadership Program, FBI LEEDA Trilogy)

An officer is eligible for up to one (1) education incentive pay opportunity at any given time. If an officer has a Bachelor's Degree and then obtains a Master's, the employee would apply to take the higher of the two at the next pay incentive adjustment period (Oct. 1 or April 1).

LONGEVITY INCENTIVE

The purpose of the Longevity Incentive Pay would be to add an additional financial incentive to our employees for their ACTIVE years of experience and verified through GA POST (only sworn law enforcement experience in Georgia is allowed). The police department is a paramilitary / rank-based organization which promotes from within. It is relatively rare to higher employees into a police department at other than entry level positions. Although the city has been around only for five (5) years, we want to recognize employees who have certain levels of years of active experience, in addition to keeping newer officers with us.

The plan will be to acknowledge longevity annually with increases each 5 years. Longevity is computed using the employee's anniversary date of becoming a sworn police officer or if non-sworn, service with the City.

1. **5 - 9 years - \$2,000**
2. **10 - 14 years - \$3,000**
3. **15 - 19 years - \$4,000**
4. **20 - 24+ years - \$5,000**

Eligibility for longevity will include the stipulation that an employee must have obtained at least a "Satisfactory" or higher range in their most recent review (annual or mid-year) for the employee to receive Longevity Incentive Pay for that period.

POAB Dues - \$25 per month

City will pay the Peace Officers' Annuity & Benefits Fund of Georgia for sworn law enforcement officers after probationary period is met. This payment can be done through the vendor system to POAB with current officers' listing per quarter.



South Fulton Police Department

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Phone: (470) 809-7300

Keith Meadows
Chief of Police

Summary

Each employee will be eligible for up to \$10,000 in Incentive Pay opportunities with the following exceptions (excluding POAB dues):

1. Up to two (2) Specialized Unit Incentive Pay
2. Up to two (2) GA P.O.S.T. Certification Incentive Pay
3. Up to one (1) Education Incentive Pay
4. Spanish Foreign Language Pay
5. Longevity Pay (minimum Satisfactory rating on performance evaluation)

The eligible incentives would be added to the officer's base salary.

Attachments

1. Estimated Costs for Pay Incentives

PROPOSED POLICE INCENTIVES (Paid as Annual or Monthly Supplement)			
Type	Amount	Current Positions	Total Annual Cost
SWAT	\$2,000	9	\$18,000.00
HOSTAGE NEGOTIATORS	\$1,000	3	\$3,000.00
HONOR GUARD	\$500	7	\$3,500.00
DIVE TEAM	\$1,500	0	\$0.00
INVESTIGATOR PAY (CID, GANGS, NARC, B&R)	\$1,500	6	\$9,000.00
TRAFFIC RECONSTRUCTIONIST (ON- SCENE 1 & 2; RECON 1,2,3) & ASSIGNED TO TRAFFIC UNIT	\$1,800	3	\$5,400.00
INTERNAL AFFAIRS	\$1,800	2	\$3,600.00
DRONE UNIT	\$1,000	5	\$5,000.00
DRUG RECOGNITION EXPERT	\$4,000		
MOTORS UNIT	\$1,800	0	\$0.00
DUI (Intox, SFST, ARIDE)	\$1,200	10	\$12,000.00
FOREIGN LANGUAGE (SPANISH)	\$2,500	3	\$7,500.00
TERMINAL AGENCY COOR. CERT	\$1,000	2	\$2,000.00
GA RECORDS ASSOC. PROG. CERT	\$2,000	4	\$8,000.00
RECORDS MGMT. CERTIFICATION	\$2,000	4	\$8,000.00
CRIME SCENE TECH CERTIFICATION	\$2,000	5	\$10,000.00
INTERMEDIATE CERTIFICATION	\$1,000	13	\$13,000.00
ADVANCED CERTIFICATION	\$1,000	6	\$6,000.00
SUPERVISORY CERTIFICATION	\$1,000	14	\$14,000.00
MANAGEMENT CERTIFICATION	\$1,000	7	\$7,000.00
FTO CERTIFICATION	\$2,000	20	\$40,000.00
INSTRUCTOR CERTIFICATION	\$1,500	25	\$37,500.00
ASSOCIATE DEGREE	\$1,000	13	\$13,000.00
BACHELOR'S DEGREE	\$2,500	47	\$117,500.00
MASTER'S DEGREE	\$3,000	9	\$27,000.00
SOUTH FULTON LEADERSHIP TRACK	\$2,000	20	\$40,000.00
YEARS OF EXPERIENCE (5-10)	\$2,000	25	\$50,000.00
YEARS OF EXPERIENCE (11-15)	\$3,000	10	\$30,000.00
YEARS OF EXPERIENCE (16-20)	\$4,000	8	\$32,000.00
YEARS OF EXPERIENCE (21+)	\$5,000	5	\$25,000.00
POAB CONTRIBUTION	\$25 p/month	140	\$42,000.00
Total			\$589,000.00
		EXISTING INCENTIVE COSTS	0

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: 6:30 p.m. Request Council Approval of a Resolution to modify the geographic boundaries of the City of South Fulton's Urban Redevelopment Area (URA) by adding Fulton Industrial Boulevard as a redevelopment area. This redevelopment area in the Urban Redevelopment Plan (URP) will be considered "URA 14 – Fulton Industrial Boulevard".

DATE: September 27, 2022

SUBJECT: 6:30 p.m. Request Council Approval of a Resolution to modify the geographic boundaries of the City of South Fulton's Urban Redevelopment Area (URA) by adding Fulton Industrial Boulevard as a redevelopment area. This redevelopment area in the Urban Redevelopment Plan (URP) will be considered "URA 14 – Fulton Industrial Boulevard".

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
URP Memo to Mayor and City Council 09132022	Cover Memo	9/23/2022
Resolution - URP FIB (McClendon Draft)	Cover Memo	9/23/2022
Fulton County URP 7-21-22	Cover Memo	9/23/2022

TO: Mayor and City Council

XC: Tammie Saddler-Jones, City Manager
Don Toms, Assistant City Manager

FROM: Artie Jones, III, Economic Development Director

DATE: September 13, 2022

RE: Amendment to the Fulton Industrial Boulevard Redevelopment Area

The City of South Fulton currently has an Urban Redevelopment Plan (URP) that was approved and executed on June 19, 2019. The URP authorizes the City of South Fulton to designate certain areas of the community as redevelopment areas and to carry out certain redevelopment powers. The current redevelopment plan includes 13 project areas. Staff recommends that the Mayor and City Council authorize a resolution to modify the geographic boundaries of the City of South Fulton's Urban Redevelopment Area by adding Fulton Industrial Boulevard as a redevelopment area. This redevelopment area in the URP will be considered "URA 14 – Fulton Industrial Boulevard".

The Urban Redevelopment Authority adopted URA 14 – Fulton Industrial Boulevard on August 16, 2022. Once the URP is fully amended an application will be completed with the Georgia Department of Community Affairs to designate a State Opportunity Zone that includes the most blighted parcels in the URP.

The opportunity zone will help encourage development and redevelopment in areas of blight and economic stress. The incentives that will be available in this area will include:

- \$3,500 tax credit per new job created (state income tax liability and withholding taxes)
- Lowers new job threshold from 15 to 2 jobs
- May be claimed for up to 5 years as long as jobs are maintained
- Expands definition of eligible businesses to any legal business

The adoption of the URP by the URA, the adoption of the URP by the Mayor and City Council, and the completion and submittal of the OZ application to the Georgia Department of Community Affairs must be completed prior to the new calendar year for businesses within URA - 14 to take advantage of the bulleted benefits noted above.

As a reminder the adoption of URA 14 doesn't negatively influence the current URP nor does the adoption of the new boundaries present a financial burden for the City of South Fulton. If you should have any questions, please don't hesitate to contact myself or Assistant City Attorney Reginald McClendon.

STATE OF GEORGIA
COUNTY OF FULTON
CITY OF SOUTH FULTON

RES2022-_____

A RESOLUTION BY THE CITY OF SOUTH FULTON CITY COUNCIL TO AMEND RESOLUTION 2019-041, AS UPDATED BY RESOLUTION 2019-056, FOR THE PURPOSE OF MODIFYING THE GEOGRAPHIC BOUNDARIES OF THE CITY OF SOUTH FULTON URBAN REDEVELOPMENT PLAN BY ADDING FULTON INDUSTRIAL BOULEVARD AS AN URBAN REDEVELOPMENT AREA; REAFFIRMING ALL OTHER PROVISIONS IN RESOLUTIONS 2019-041 AND 2019-056; AND FOR OTHER PURPOSES.

WHEREAS, the City of South Fulton ("City") is a municipal corporation duly organized and existing under the laws of the State of Georgia; and

WHEREAS, the duly elected governing authority of the City is the Mayor and Council thereof ("City Council"); and

WHEREAS, Chapter 61 of Title 36 of the Official Code of Georgia Annotated, as amended (the "Urban Redevelopment Law") authorizes municipalities to designate areas within their "area of operation" as "urban redevelopment areas" and to exercise certain redevelopment powers and carry out "urban redevelopment projects" therein; and

WHEREAS, on June 19, 2019, the City Fulton City Council approved Resolution 2019-041 which declared the need for the Urban Redevelopment Areas for the City of South Fulton, as attached thereto, and called for the preparation of an Urban Redevelopment Plan; and

WHEREAS, on November 26, 2019, the South Fulton City Council approved updated Resolution 2019-056 which adopted the Urban Redevelopment Plan and reaffirmed the urban redevelopment areas; and

WHEREAS, after careful study and consideration, the South Fulton City Council has determined that the boundaries of the City of South Fulton Urban Redevelopment Areas should be amended to add the recently annexed Fulton Industrial Boulevard corridor, as outlined in Exhibit "A", attached hereto; and

WHEREAS, the South Fulton City Council desires to reaffirm the findings set forth in Resolution 2019-041 and Resolution 2019-056 that one or more areas exist in the City meeting the definition of a slum area under the Urban Redevelopment Law and that it is in the public interest for the Urban Redevelopment Law to be exercised in the City; and

THE CITY COUNCIL OF THE CITY OF SOUTH FULTON HEREBY RESOLVES as follows:

Section 1. That Resolution 2019-041, as updated by Resolution 2019-056, is hereby amended to modify the boundaries of the City of South Fulton Urban Redevelopment Areas to add "URA 14 – Fulton Industrial Boulevard" in accordance with the boundaries

set forth in Exhibit “A”, attached hereto, as an Amendment to the City of South Fulton Urban Redevelopment Plan.

Section 2. The area described in Exhibit “A” attached hereto qualifies as an Urban Redevelopment Area (i) in which there is a predominance of buildings or improvements which by reason of dilapidation, deterioration, age or obsolescence and inadequate provision for ventilation, light, air, sanitation, or open spaces of buildings or improvements is conducive to ill health, delinquency and is detrimental to the public health safety, morals or welfare, (ii) which by reason of a predominance of defective or inadequate street layout substantially impairs the sound growth of the City and (iii) which by reason of the presence of a substantial number of deteriorated or deteriorating structures constitutes an economic or social liability and is a menace to public health, safety, morals or welfare in its present condition and use. The South Fulton City Council furthermore declares by reason of these conditions such area is designated as appropriate for an urban redevelopment project.

Section 3. The South Fulton City Council affirms the findings set forth in Resolution 2019-041, as updated by Resolution 2019-056 and reaffirms the declaration that one or more areas exist in the City meeting the definition of a slum area under the Urban Redevelopment Law and that the rehabilitation, conservation, or redevelopment, or combination thereof, of such area or areas in in the interest of the public heath, safety, morals, or welfare of residents of the City.

[signatures and voting tabulations appear on the following page]

Fulton Industrial District
Fulton County
Urban Redevelopment Plan

Proposed to the
Fulton County Commission,
Fulton County, Georgia

Prepared by:



KB | ADVISORY GROUP

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1. Introduction

The original Urban Redevelopment Plan (URP) for the Fulton Industrial Boulevard area, known as the Fulton Industrial Boulevard Redevelopment Framework, was prepared and adopted in 2010 by Fulton County in order to protect and enhance the existing viable commercial and industrial uses in the corridor, stimulate the physical redevelopment of obsolete and vacant properties, and attract new businesses and employment opportunities. The City of South Fulton was incorporated in 2017, and included much of the original Urban Redevelopment Area (URA) area south of Interstate 20. Since its incorporation, South Fulton has annexed into its city boundaries all properties south of I-20 within the original URP area. Fulton County retains possession of the small portion of the original URP area north of I-20. For the purposes of this Urban Redevelopment Plan update, we use a single boundary for our analysis, though Fulton County and the City of South Fulton will have separate URP documents.

As the original URP expired at the end of 2021, the plan is being updated for three key purposes:

1. To accommodate the jurisdictional changes in the majority of the district that have resulted from the incorporation of the City of South Fulton; the original 2010 URP document will be split into two, and each portion will be adopted by the by the relevant jurisdiction, in this case Fulton County; this plan, newly titled the Fulton County Urban Redevelopment Plan, should be viewed as a continuation of and update to the original Fulton Industrial Boulevard Redevelopment Framework;
2. To demonstrate that conditions within the Urban Redevelopment Area continue meet the criteria for a URP set forth in Georgia's Urban Redevelopment Law (O.C.G.A. § 36-61);
3. To support the designation of a new Opportunity Zone mostly centered around I-20, which includes the most blighted parcels in the URA.

Over the past ten years, various entities have been involved in redevelopment efforts, using the original 2010 URP document as a foundational guide. Now Fulton County will create a greatly revised URA boundary for itself, that reflects the small land area from the original document that remains within the unincorporated county. The proposed Urban Redevelopment Plan details the rationale for these changes in area and justifies the Opportunity Zone with findings of negative impact if left without intervention to stimulate market conditions.

Recent revitalization efforts have been concentrated in the area around the interchange of Fulton Industrial Boulevard and I-20. These efforts have been guided by the 2035 Fulton County Comprehensive Plan (which predates the incorporation of the City of South Fulton), and by the Fulton Industrial Boulevard Improvement District's Master Plan. More details of these plans are provided in Section 5.

The parcels within the URA all are impacted by the following negative conditions:

- **Pervasive Poverty**– The area lies within portions of two Census Blocks with a high percentage of households under poverty of 15% and 40% according to the 2020 American Community Survey, which is significantly higher than the rest of the City of South Fulton.
- **Concentrated Crime**– Police records demonstrate that the Fulton Industrial Boulevard area has higher and more concentrated crime rates than the citywide average of South Fulton. The types of crimes range from burglary, auto theft, larceny to aggravated assaults and violent crimes.
- **Evidence of Physical Blight**– Code enforcement citations show deteriorating structures and infrastructure which, by reason of dilapidation, deterioration, age, and obsolescence, are conducive to crime and are detrimental to public safety and welfare. The area has high rates of code enforcement activities, including unsafe structures and unhealthy living conditions.

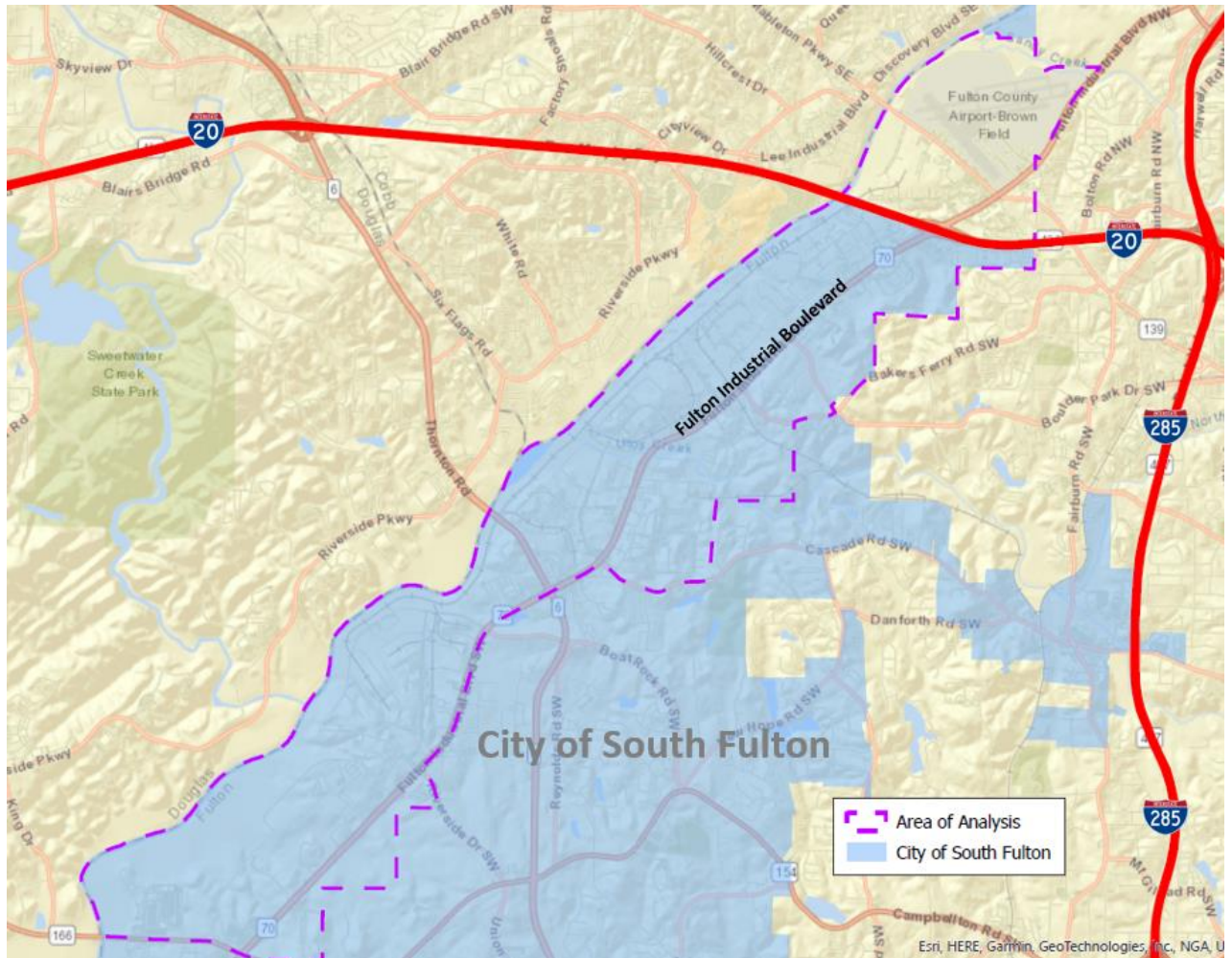
This URP supports the use of the tools and opportunities granted by Georgia's Urban Redevelopment Law to stimulate revitalization, job growth, and economic development to support the pursuit of this vision in accordance with all applicable laws, zoning regulations and land use policies.

DRAFT

2. Boundaries of the Urban Redevelopment Plan

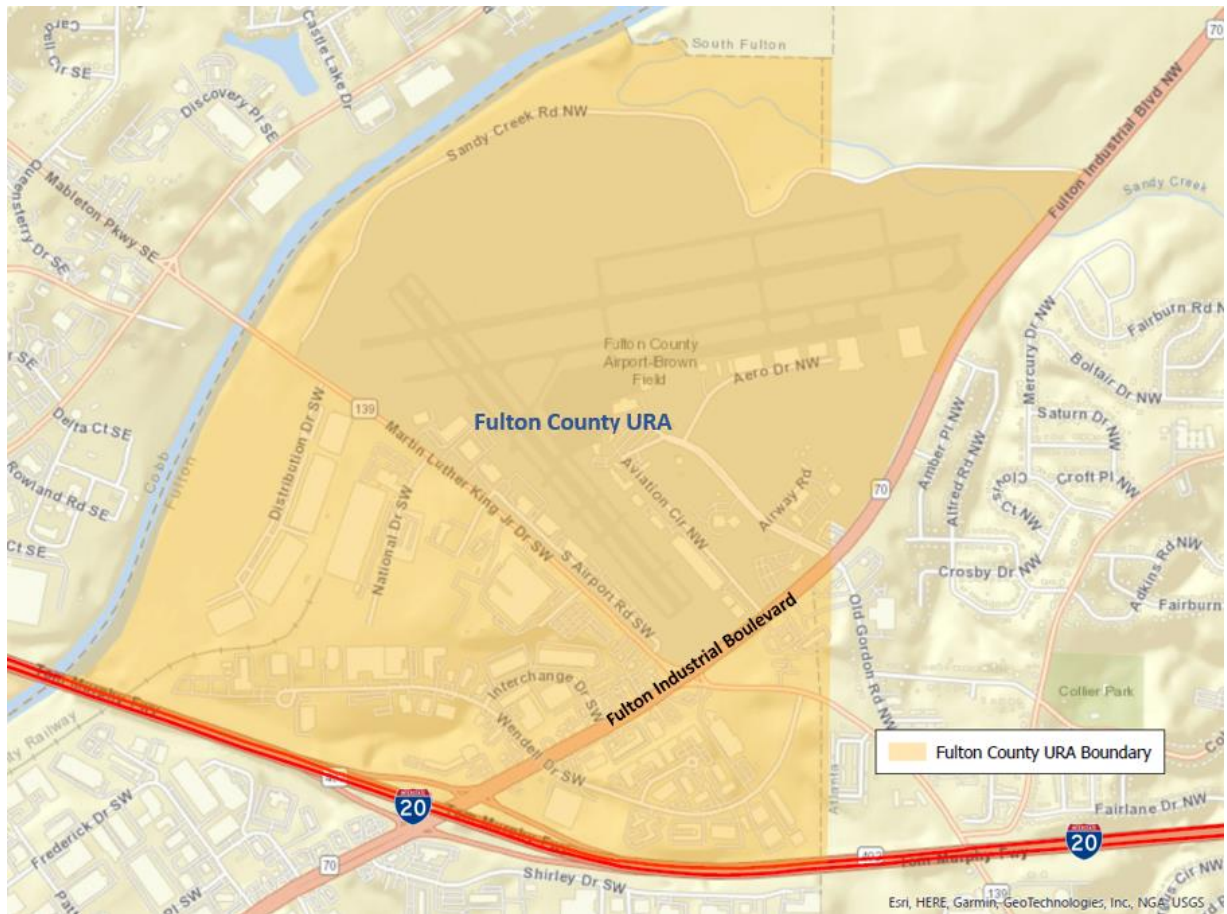
The original Fulton Industrial Boulevard Urban Redevelopment Area was used as a baseline area of analysis. This area is shown in the map below on this page. The area contains 827 tax parcels with a total acreage of 5,293 acres.

Map of Area of Analysis



The Fulton County URA contains 117 tax parcels with a total acreage of 725 acres.

Map of Proposed Fulton County Urban Redevelopment Area



3. Consistency with Local Land Use Plans

The Urban Redevelopment Plan area is consistent with the Future Land Use Map of the Fulton County 2035 Comprehensive Plan and Fulton Industrial CID Master Plan. The Industrial Marketplace Character Area is particularly relevant to this plan, as this particular node around the I-20 and Fulton Industrial Boulevard interchange covers much of the Fulton County URA. According to the Comprehensive Plan, the purpose of this area type is to provide places within industrial districts that serve the commercial and retail needs of the people who work in these areas. This area was adopted directly from the Fulton Industrial Community Improvement District Master Plan.

2035 Comprehensive Plan Future Land Use Identified within the Fulton County URA



Source: Fulton County 2035 Comprehensive Plan

4. Negative Conditions within the Redevelopment Area

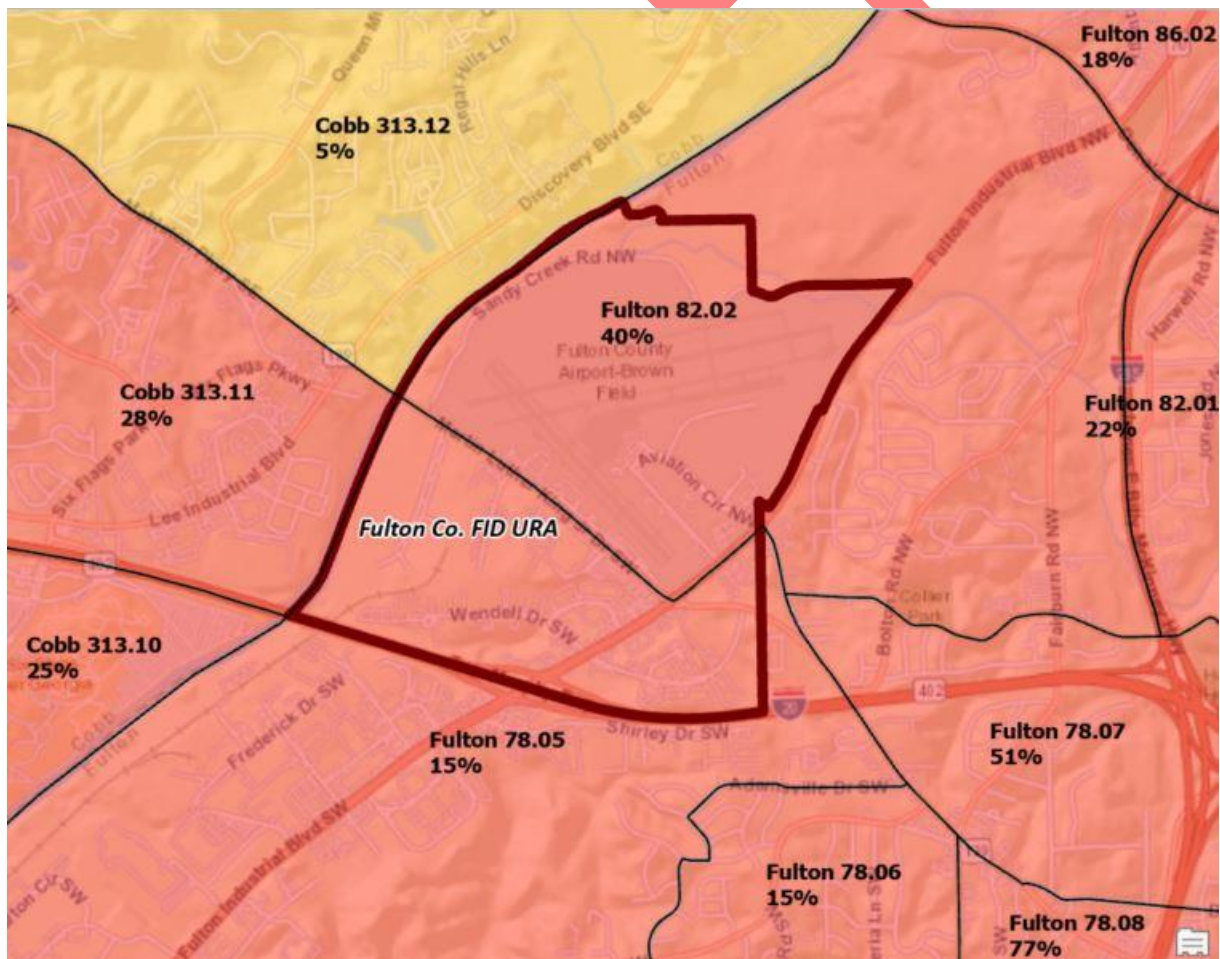
All parcels within the proposed URA areas exhibit or are impacted by negative conditions that hamper redevelopment efforts, as well as the safety, welfare and quality of life of residents and businesses.

4.1. Pervasive Poverty

The Fulton County URA lays in or adjacent to two Census Block Groups with pervasive poverty. The block groups, and their 2022 American Community Survey poverty rates are:

- 7805 15%
- 8202 40%

Map of Proposed Urban Redevelopment Area with Poverty Rates by Census Block Group

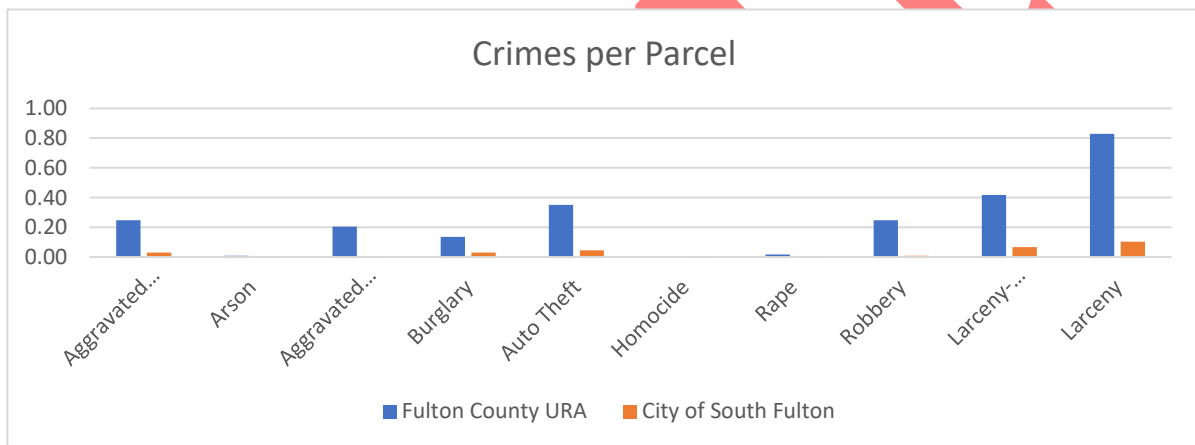


Source: KB Advisory Group, US Census American Community Survey 2022.

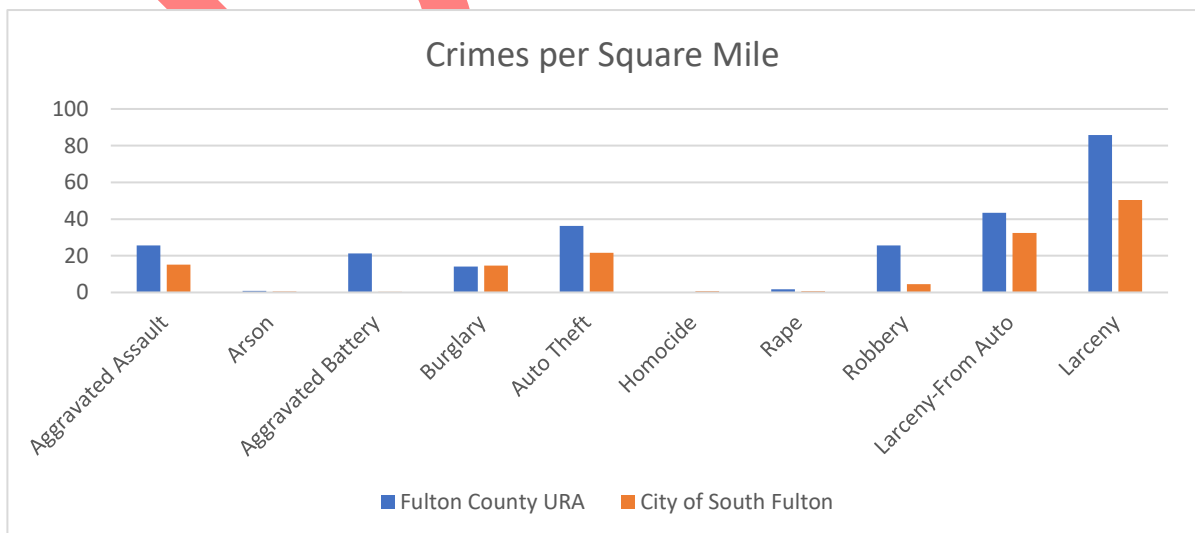
4.2. Concentrated Crime

The following data provided by the Fulton County Police, from January 1st 2018 through December 31st 2020, covers the Fulton County Urban Redevelopment Area. The area was compared to the City of South Fulton as a whole on the basis of individual types of crime, both in terms of crimes per square mile and per tax parcel. The City of South Fulton was chosen as a point of comparison because the URA area constitutes the remaining unincorporated portion of Fulton County, and is most comparable to South Fulton. The amount of certain types of crime are much higher in the URA compared to the city, as seen in the charts below. Larceny and Auto Theft in particular are over 50% higher on a per square mile basis in the URA than in the city. On a per-parcel basis, in addition to the two above mentioned crime types, Burglary and Aggravated Assault are also over five times more common in the URA than in the city.

Crime Rates for Fulton County Urban Redevelopment Area (2018-2020)



Source: Fulton County Police



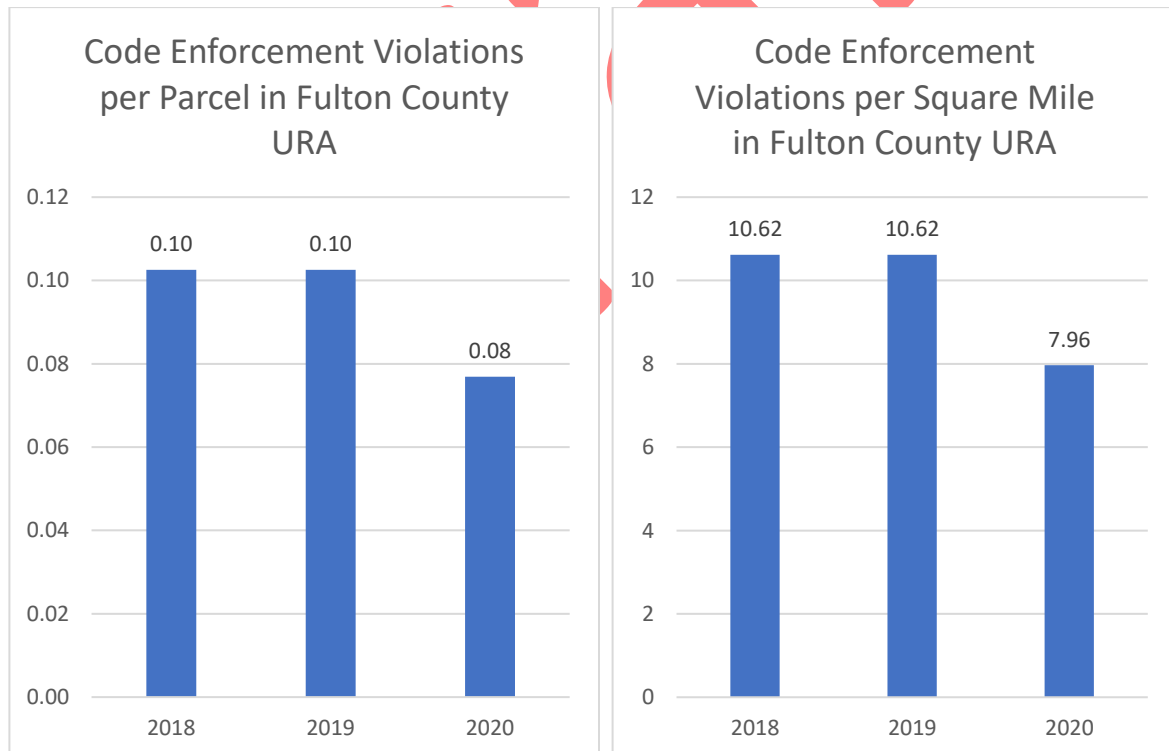
Source: Fulton County Police

4.3. Evidence of Physical Blight

Because of underdevelopment, lack of private reinvestment, poor property maintenance and aging building stock, blight is increasingly common in the Fulton County URA. The area qualifies as *blighted* as defined by O.C.G.A. 36-44-3 (7) (A) due to the following factors:

- **The prevalence of dilapidated, deterioration, age, or obsolescence** within the Redevelopment Area, as cited above.
- **The presence of the dilapidated structures, debris and garbage and the crime associated with them**, substantially impair or arrest the sound growth of a municipality or county, retard the provisions of housing accommodations, or constitute an economic or social liability and is a menace to the public health, safety, morals, or welfare in its present condition and use. The property owners are notified of citations to address the issues of dilapidated structures, overgrown landscaping, debris removal and unsecure buildings.
- **Adverse effects of airport or transportation related noise or environmental contamination or degradation or other adverse environmental factors that the political subdivision has determined to be impairing the redevelopment of the area.**

Fulton County Code Enforcement inspectors report that blight and code enforcement violations are common within the interior of the URA, at almost 1 violation per 10 tax parcels, and 10 parcels per square mile.



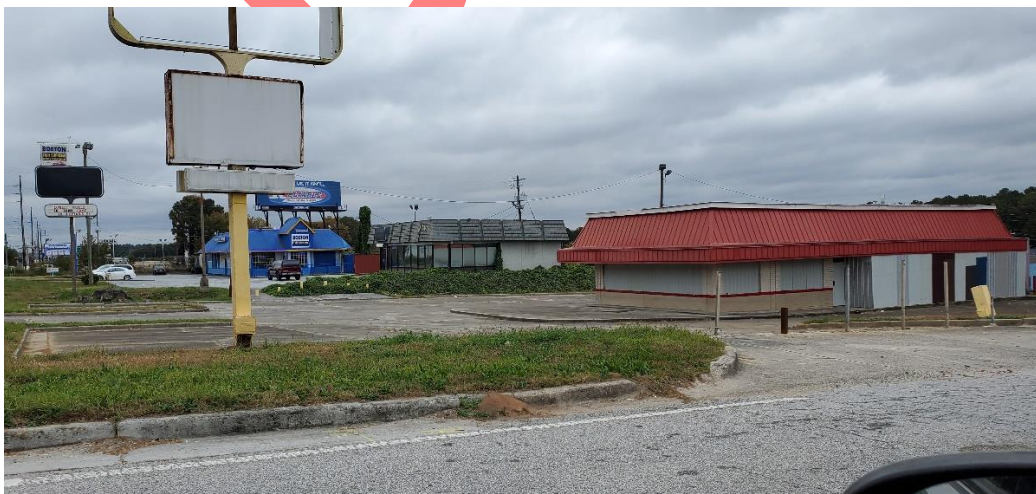
Source: Fulton County Code Enforcement

Below is a sample of photographs taken within the Fulton County URA in December of 2021:

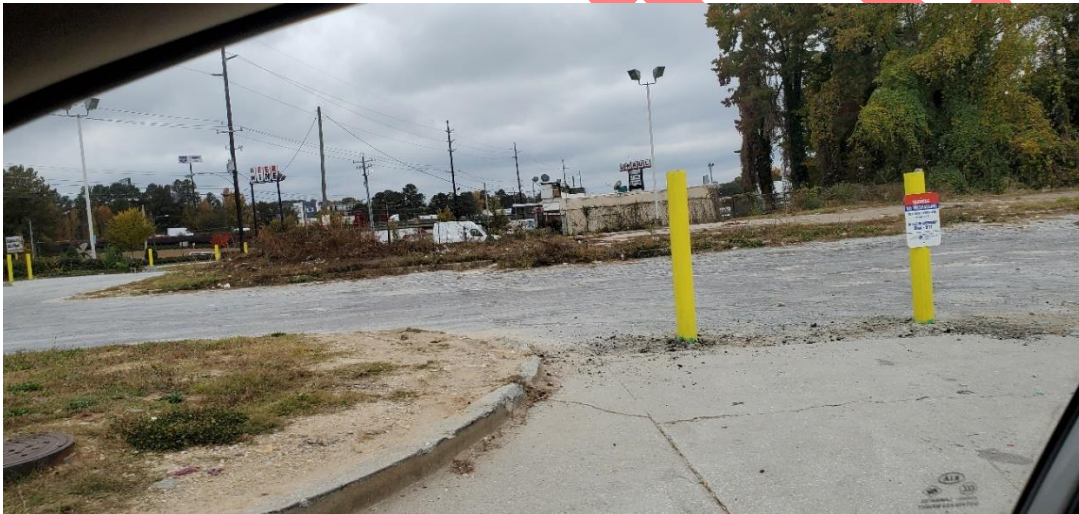
- Photo of vacant parcel being used as truck parking; parcel 14F002200010289



- Photos of vacant former restaurant buildings; parcels 14F0023 LL0520, 14F0023 LL0876, and 14F0023 LL0868



-
- Photos of vacant and overgrown parcels; parcels 14F0052 LL1126, 14F0023 LL0728, and 14F0023 LL0611.

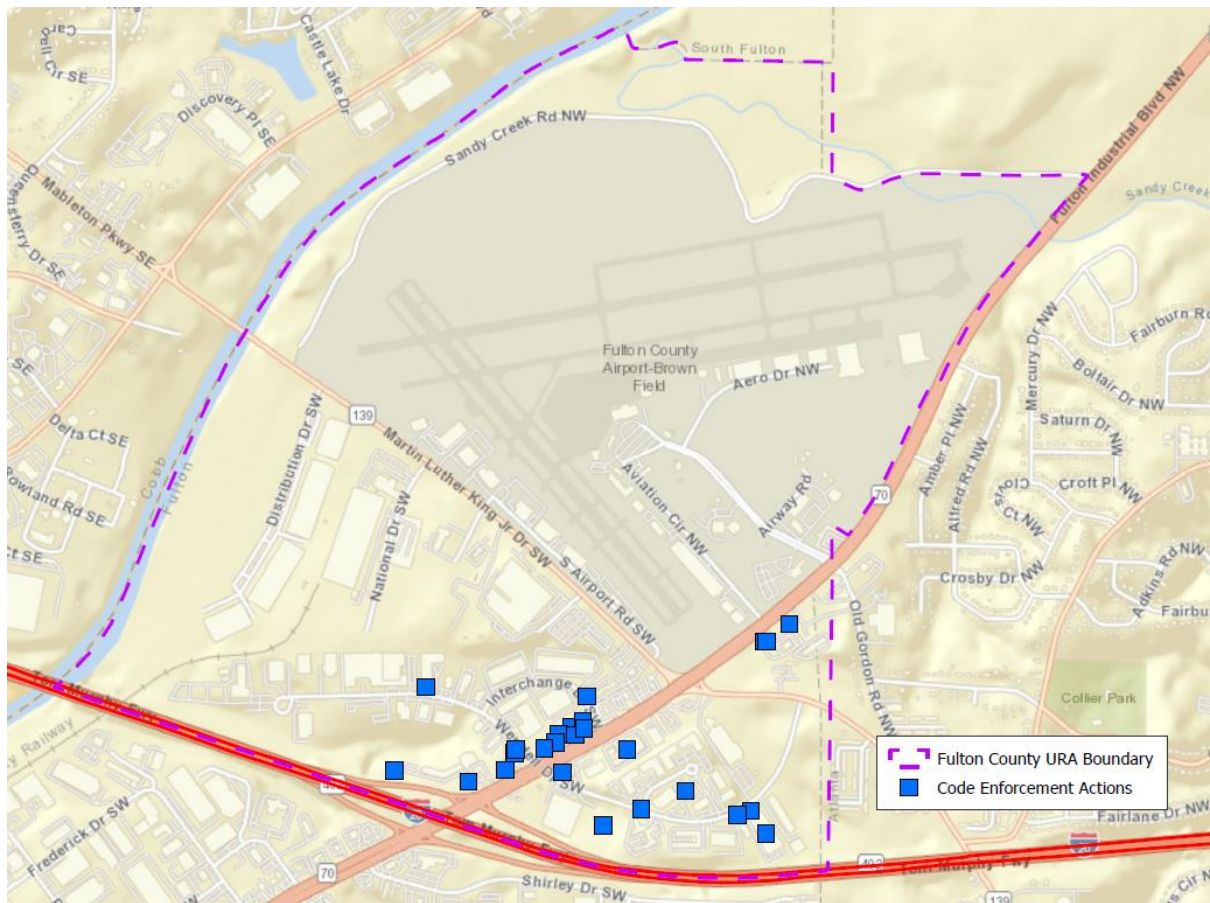


- Photo of vacant parcel being used for construction material storage; parcel 14F0052 LL0466



Geographic distribution of code enforcement actions within the Fulton County URA from 2018 through 2020.

Code Enforcement Actions



Source: Fulton County Code Enforcement

5. Community Land Use Objectives

The Fulton County Urban Redevelopment Plan is consistent with the relevant local plans, described below.

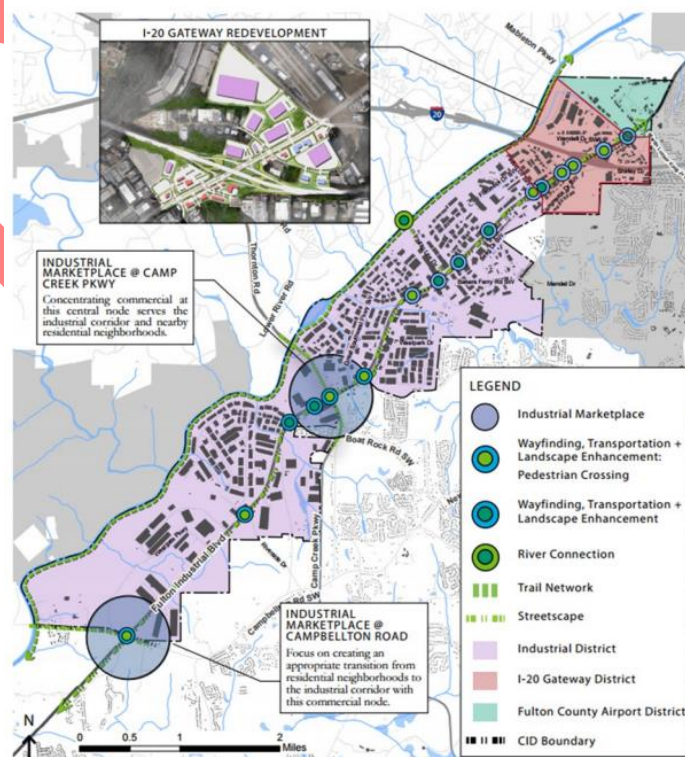
Fulton Industrial Community Improvement District Master Plan, 2013

The Master Plan provided an implementation-focused vision for the area's future and established the key steps needed to achieve that vision. It developed a comprehensive set of recommendations for transportation improvements, land use, economic development, and design/aesthetic treatments. Plan recommendations include:

- Encouraging development consistent with the Master Plan by coordinating with the Fulton County Department of Planning and Zoning and revising the Fulton County Zoning Ordinance as necessary (note that this plan was adopted before the creation of the City of South Fulton);
- Intersection improvements to improve freight mobility through median and radii adjustments, traffic signal timing adjustments, sidewalk and crosswalk installations;
- Signage, and wayfinding installations;
- Streetscaping, and the installation of sustainability-focused infrastructure elements such as native vegetation and bioswales.

The Master Plan also defines an overall development framework, which defines Character Areas, gateways, and recommended infrastructure improvements

Fulton Industrial Boulevard Development Framework



Source: *Fulton Industrial Community Improvement District Master Plan*

Fulton County 2035 Comprehensive Plan, 2016

The latest comprehensive plan created for the area by Fulton County (which predates the incorporation of the City of South Fulton) specifically outlines land-use guidelines within defined Character Areas. Character Areas relevant to the South Fulton URA include:

- Industrial Zone: preserve the integrity of industrial areas that accommodate the most intense industrial uses while limiting their impact on the surrounding neighborhoods.
- Business Park: provide places that accommodate multiple businesses of less intense industrial uses than the Industrial Zone Character Area.
- Industrial Marketplace: provide places within the industrial districts that serve the commercial and retail needs of the people who work in these areas. This area was adopted directly from the Fulton Industrial Community Improvement District Master Plan.

Fulton Industrial Boulevard Freight Cluster Plan, 2021

The FIB Freight Cluster Plan identified certain needs regarding land use relevant to this plan:

- Currently there are incompatible land uses at the periphery of the CID, which can create conflict between freight and non-freight vehicles.
- The lack of commercial zoning in the CID causes of commercial services and amenities for CID employees and nearby residents.
- Longer-term projections for population and commercial mixed-use growth may necessitate mitigation measures to prevent the loss of favorably located industrial space.

Fulton County Executive Airport Technical Assistance Panel Report, 2020

In coordination with the Urban Land Institute (ULI) Atlanta's Technical Assistance Panel (TAP), Fulton County conducted the Fulton County Executive Airport Technical Assistance Report in 2020 for the purpose of developing viable redevelopment strategies for the airport site. This included funding strategies and an implementation plan. Six major recommendations were developed by the TAP Report:

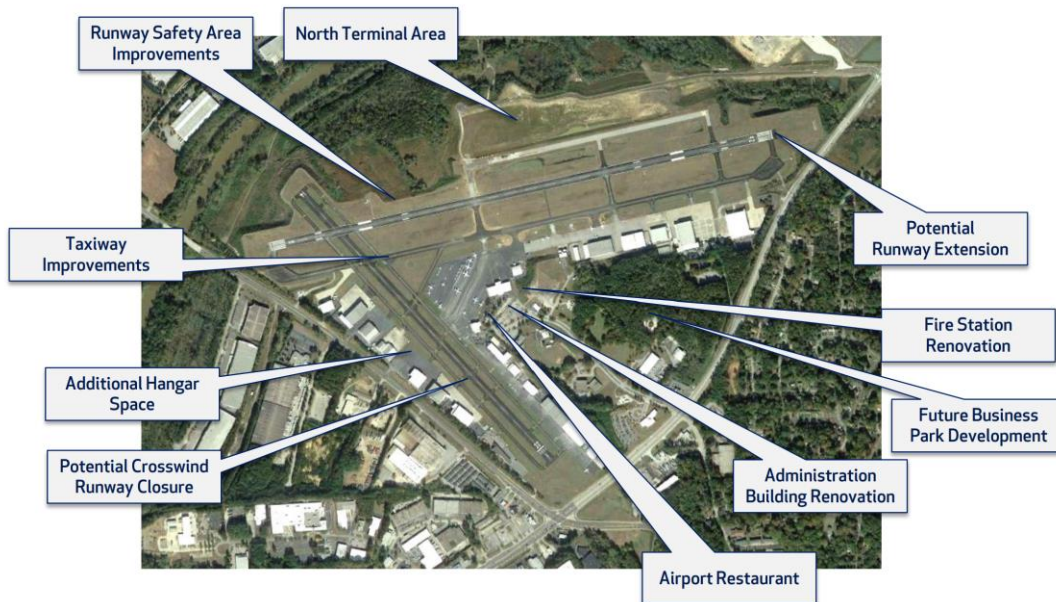
- Create a sense of place
- Leverage the Aviation Community Cultural Center
- Provide convenience retail and amenity space
- Recruit office or flex type use
- Seek potential partnerships with colleges and universities that focus on aerospace and logistics
- Evaluate long term potential for a hotel

Fulton County Executive Airport 2021 Master Plan Update

Fulton County is in the process of updating the Master Plan for the Fulton County Executive Airport (Brown Field). This plan update involves two items in particular that have the potential to positively impact the redevelopment of the Fulton County URA:

- Potential closure of the Crosswind Runway: this would involve closing the shorter runway adjacent to M.L.K. Jr. Drive, which would reduce noise impacts to the businesses south and east of the airport.
- Creation of a business park: this would involve assembling parcels and creating pads for new office or industrial buildings in the area between the administrative buildings at the airport and Fulton Industrial Boulevard.

Fulton County Executive Airport Draft Master Plan



Source: Fulton County Executive Airport Master Plan Update Presentation

6. Description of Parcels to be Acquired

This Urban Redevelopment Plan currently does not require the acquisition of properties or parcels at this time.

7. Structures to be Demolished or Rehabilitated

This Urban Redevelopment Area boundary does not require the demolition or rehabilitation of properties or parcels. While future redevelopment within the Redevelopment Area Plan will likely include the demolition or rehabilitation of some existing structures, this will be accomplished through regular market mechanisms or public-private partnerships in accordance with all applicable local laws and regulations, at the appropriate time.

8. Plan to Leverage Private Resources for Redevelopment

All proposed and future redevelopment within the Urban Redevelopment Plan area is intended to be accomplished through private sector, market-driven activity. The City of South Fulton and Fulton County's role in the redevelopment process will be to maintain and establish a regulatory framework and public infrastructure environment that catalyzes and facilitates private redevelopment activities that are consistent with future land use and development goals as articulated in the plans referenced above.

9. Strategy for Relocating Displaced Residents

The Urban Redevelopment Plan is focused primarily on incentives for private market improvements to properties and therefore relocation of residents will not be required for any initiatives related to the Urban Redevelopment Plan. In the event displacement of residents becomes necessary at a later date, the City will develop a strategy/plan for relocating displaced residents in accordance with all local and state statutory requirements.

The Georgia Department of Community Affairs (DCA) publishes a Relocation & Displacement Manual for developing such a strategy/plan. Examples of relocating or displaced tenants are separated into categories based on duration – permanently displaced benefits, temporary relocation assistance for more than thirty days or assistance for less than thirty days.

- Permanently Displaced – provide eligible over-income residents with market-rate units; determine if housing type changes make residents ineligible; owner reimburses moving expenses of displaced tenants;
- Temporary Relocation Assistance (> 30 days) – cover utility hookup fees and moving expenses; locate comparable unit with no rent increase; determine if tenant is eligible to return to property;

-
- Temporary Relocation Assistance (< 30 days) – cover cost of moving tenants to moderately priced hotel, cost of moving tenants to comparable unit within project, or cost of moving tenants to a friend or family members residence.

10. Covenants and Restrictions to be Placed on Properties

No covenants or restrictions will be placed on properties at this time.

11. Needed Public Infrastructure

The Urban Redevelopment Plan was conceived to support the designation of an Urban Redevelopment Area. No public infrastructure is required for the administration of the area; provided, however, that Fulton County and the Urban Redevelopment Agency reserve the right to pursue and implement public projects which are determined to encourage or assist in attaining the urban redevelopment goals and objectives contemplated in this Urban Redevelopment Plan.

12. Strategy for Implementing the Plan and Designation of Implementing Body

Urban Redevelopment Agency

The Urban Redevelopment Agency will then be the implementing body for the Urban Redevelopment Plan and will assume all powers outlined in Official Code of Georgia 36-44-6 including:

- Issuing bonds deemed necessary to implement or facilitate projects within the Urban Redevelopment Area;
- Entering into contracts, leases, mortgages, or other agreements determined to be necessary to implement or facilitate the Redevelopment Plan;
- Acquiring, retaining, or disposing of property for redevelopment as outlined in the Redevelopment Plan;
- Exercising any powers outlined in Chapter 61 of the Official Code of Georgia entitled “Urban Redevelopment Law”

In addition, the Urban Redevelopment Agency will be responsible for all implementation activities including:

- Create a Community Redevelopment Tax Incentive Program per the Constitution of the State of Georgia Article IX, Section II, Paragraph VII(d) to administer a special district of designated blighted properties and higher concentrations of crime and code enforcement citations than the City as a whole;
- Recommend any revisions to the overlay zoning district or property maintenance ordinance for City Council consideration and adoption;

-
- Coordination with private and public entities facilitating the planning, design, negotiations, pre-construction, and/or construction of any project within the Urban Redevelopment Area;
 - Seeking and coordinating other public and private funding sources to facilitate or implement projects within the Urban Redevelopment Area.

Notwithstanding anything in the Urban Redevelopment Plan to the contrary, the urban redevelopment area projects which have previously been approved by Fulton County and/or the Urban Redevelopment Agency as located in the FIB URA are hereby ratified, confirmed and approved in all respects.

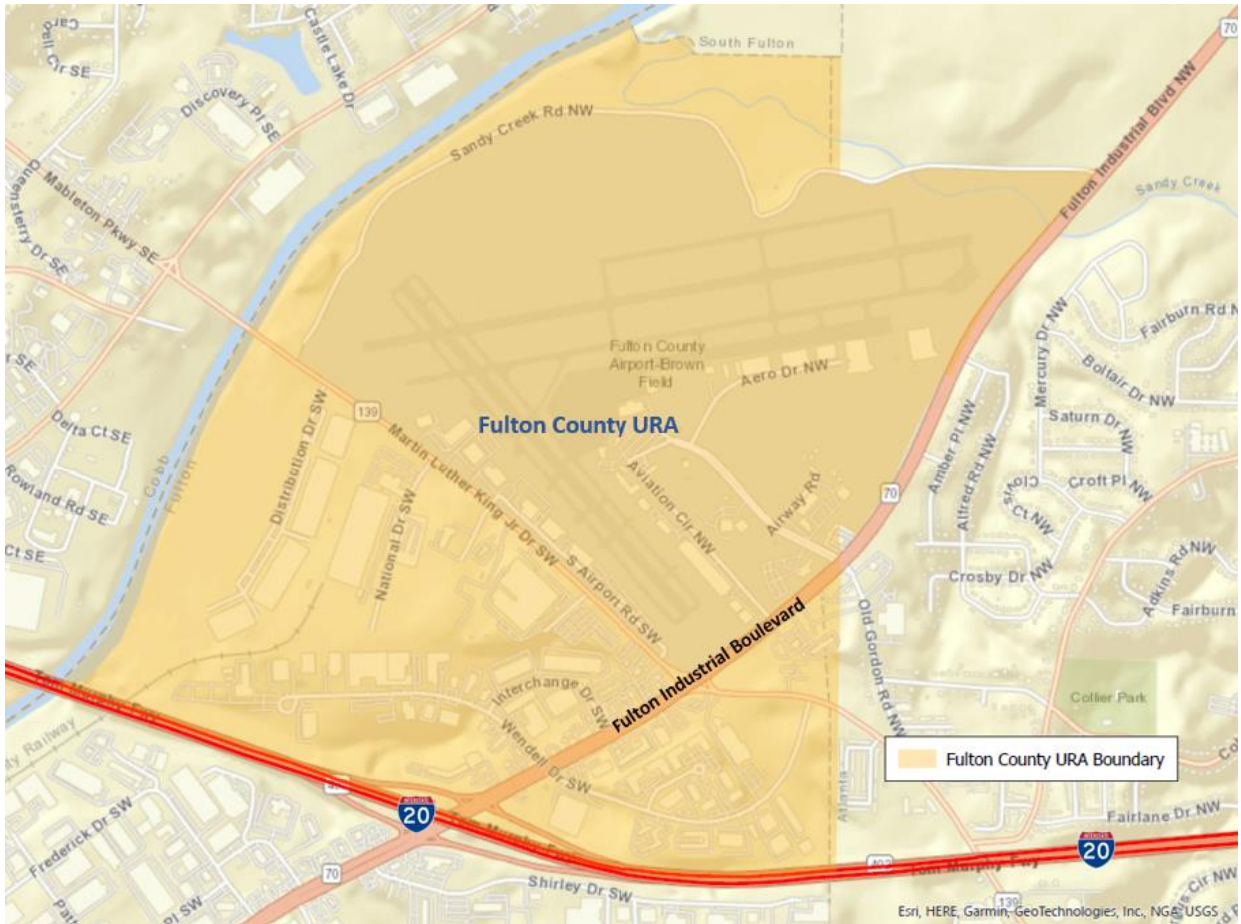
Implementation Schedule

- | | |
|---|-------------|
| • Advertise Public Hearing for URP | July 2022 |
| • Review of Urban Redevelopment Plan by Fulton County | July 2022 |
| • Public Hearing | August 2022 |
| • Adopt Urban Redevelopment Plan | August 2022 |

Draft

Appendix A: Map of Proposed URA

Map of Proposed Fulton County Urban Redevelopment Area



Appendix B: List of Parcels to be Included in the Urban Redevelopment Plan Area

Fulton County Urban Redevelopment Area Parcels

ParcelID	Address	Owner	LandAcres
14F001600010501	4000 CARROLL RD	FULTON COUNTY	12.453
14F002200010032	0 OLD GORDON RD NW	FULTON COUNTY	0.087
14F002200010024	0 OLD GORDON RD NW	FULTON COUNTY	1.9
14F0022 LL0422	4135 SOUTH AIRPORT RD	HOME DEPOT U S A INC	0
14F0022 LL0398	4193 M L KING JR DR	COX ENTERPRISES	0
14F002200010131	0 OLD GORDON RD NW R	DEPT OF TRANSPORTATION	0.0764
14F0022 LL0257	3956 AVIATION CIR	RAYTHEON AIRCRAFT SERVICES	0
14F0021 LL0092	0 FULTON IND BLV NW	FULTON COUNTY	20.007
14F0022 LL0406	0 AVIATION CIR	FULTON COUNTY	0
14F0022 LL0182	0 M L KING JR DR NW	STATE OF GEORGIA	2.5981
14F0022 LL0372	0 AERO RD	GEORGIA PACIFIC CORP	0
14F0022 LL0356	4100 RAYLOC DR	COLBY B & GENEVIEVE B SANDLIAN REVOCABLE TR THE	2.24
14F0022 LL0380	0 AERO RD	FULTON COUNTY	0
14F0021 LL0084	4055 SANDY CREEK RD	FULTON COUNTY	0.2766
14F0021 LL0050	4005 SANDY CREEK RD	CITY OF ATLANTA	5.7392
14F0022 LL0273	720 FULTON IND BLVD NW # R	FULTON COUNTY	1.05
14F002200010016	0 OLD GORDON RD NW	FULTON COUNTY	3.2253
14F0022 LL0299	4100 M L KING JR DR	OPCM LOCAL UNION # 148	0.3857
14F002200010198	0 FULTON IND BLVD NW	CITY OF ATLANTA THE	0.5688
14F0023 LL0462	4190 WENDELL DR SW	BRONNER BROS	3.839
14F0023 LL0215	4160 FULTON IND BLVD SW	FULTON LAND GROUP LLC	0.68
14F0023 LL0108	4220 FULTON IND BLVD SW	YU CHONG S & KANG HYUN	1.835
14F0023 LL0611	4105 FULTON IND BLVD SW	NAROTTAM SHASHI J & PATEL MAHENDRA V	1.056
14F0023 LL0769	4050 FULTON IND BLV SW	DLPS INVESTMENTS LLC	1.46
14F0023 LL0587	3700 WENDELL DR SW	ARRON ALEMBIK I ET AL	2.61
14F0023 LL0520	4090 M L KING JR DR	PATEL BHUPENDRA M & RADHA B	0.551
14F0023 LL0835	500 WENDELL CT SW	DISMAS CHARITIES INC	1.73
14F0023 LL0843	600 WENDELL CT SW	WENDELL COURT MT LLC	6.06
14F0023 LL0728	4115 FULTON IND BLVD SW	OSMAN GELANI M	1
14F0023 LL0025	0 M L KING JR DR SW	WOODS PEORIA J CENTER FOR SENIOR CITIZENS BLIND INC	0.0849
14F0023 LL0876	4145 FULTON IND BLVD SW	OSMAN GELANI	0.7346
14F0023 LL0850	0 WENDELL CT SW	GTP ACQUISITION PARTNERS II LLC	0.76
14F0023 LL0660	4100 WENDELL DR SW	HSS FULTON LLC	3.22
14F0023 LL0223	4140 FULTON INDUSTRIAL BLVD	G K GRANITE LLC	2.1
14F0023 LL0140	0 M L KING JR DR SW	FULTON COUNTY	7.43
14F0023 LL0678	4050 WENDELL DR SW	EFFICIENCY LODGE INC	2.78
14F0023 LL0686	4120 FULTON IND BLVD SW	MAJESTIC LODGE & EXTENDED STAY LLC	3

14F0023 LL0041	3990 M L KING JR DR SW	WALCO INVESTMENTS LP	0.7346
14F0023 LL0918	300 WENDELL CT SW	DISMAS CHARITIES PROP INC	1.28
14F0023 LL0595	601 INTERCHANGE DR	SELIG S STEPHEN III & FINE CATHY S	2.69
14F0023 LL0173	0 M L KING JR DR SW	FULTON COUNTY	1.07
14F0023 LL0926	400 WENDELL CT SW	DISMAS CHARITIES PROPERTIES INC	1.39
14F002200010263	3920 FULTON INDUSTRIAL BLVD	KOMISAROW ENTERPRISES L P ET AL	0.9289
14F0023 LL0454	4200 FULTON IND BLVD SW	BRONNER BROS INC	0.667
14F0023 LL0157	0 M L KING JR DR SW	FULTON COUNTY	10.6
14F0023 LL0777	4070 FULTON IND BLVD SW	SHAHEEN & CO	0.93
14F002200010271	3930 FULTON IND BLVD SW	KOMISAROW ENTERPRISES L P	1.1134
14F0023 LL0959	3850 WENDELL DR SW	KRONOS RESOURCES LLC	0.42
14F0023 LL0934	4190 WENDELL DR SW	BRONNER BROS INC	1.693
14F0023 LL0702	3980 M L KING JR DR	GILBERT & FARADAY LLC	6.73
14F0023 LL0736	660 INTERCHANGE DR	OSMAN GELANI M	1.63
14F002200010289	3910 FULTON IND BLV NW	SUMMIT HOSPITALITY LLC	1.74
14F0023 LL0165	3995 M L KING JR DR SW	FULTON COUNTY	3.309
14F0023 LL0629	600 INTERCHANGE DR	FULTON INTERCHANGE MT LLC	5.21
14F0023 LL0082	0 WENDELL DR SW	VILLAGE DEVELOPMENT PARTNERS INC	2.6
14F002200010222	3900 FULTON IND BLV NW	SUMMIT HOSPITALITY LLC	2.2443
14F0023 LL0538	4080 M L KING JR DR	BHAGAT INVESTMENT INC	0.5565
14F0023 LL0884	4155 FULTON IND BLVD SW	OSMAN GELANI	0.9183
14F0023 LL0579	3800 WENDELL DR SW	ALEMBIK JUDITH ET AL	3.18
14F0023 LL0819	100 WENDELL CT SW	DISMAS CHARITIES INC	3.7435
14F0023 LL0603	4215 WENDELL DR SW	SELIG ENTERPRISES INC	4.67
14F0023 LL0868	4143 FULTON IND BLVD SW	SEA MARSHES DEVELOPMENT LLC	0.4591
14F0052 LL0854	4250 WENDELL DR SW	INDUSTRIAL ENGINEERING & MACHINE CORP	0.7252
14F0052 LL0045	4285 WENDELL DR SW	SMP WENDELL HOLDINGS LLC	1.429
14F0052 LL0904	0 WENDELL DR SW	TACKETT MICHAEL	0.49
14F0052 LL0631	4300 WENDELL DR SW	AURORA BUILDINGS LLC	1.35
14F0053 LL0085	600 RAYLOC DR	LRL HOLDINGS GEORGIA LLC	10.34
14F0052 LL0466	0 WENDELL DR SW	S & P ATLANTA LLC	6.73
14F0053 LL0200	4193 M L KING JR DR SW	GEORGIA AVIATION AUTHORITY	0
14F0052 LL0656	4175 FULTON IND BLVD SW	J&P FULTON INVESTORS LLC	0.835
14F0052 LL0110	4295 WENDELL DR SW	USA QUARTZ LLC	2.066
14F0052 LL0144	4415 WENDELL DR SW	SANGABHAI PROPERTY LLC	2.12
14F0052 LL0896	4290 WENDELL DR SW	OLVERAS PLAZA LLC	1.35
14F0052 LL0136	0 WENDELL DR SW	S & P ATLANTA LLC	2.807
14F0052 LL0326	4330 WENDELL DR SW	GK GRANITE LLC	1.82
14F0053 LL0127	0 M L KING JR DR SW	HGS-FCR, LLC	0
14F0053 LL0267	4200 M L KING JR DR	NDC LEASING COMPANY LLC	15.01
14F0052 LL0300	4445 WENDELL DR SW	ALEA PROPERTIES LLC	2.343
14F0052 LL0912	4230 WENDELL DR SW	SAI ENTERPRISES INC	1.01
14F0052 LL0219	4255 FULTON IND BLVD SW	AMERCO REAL ESTATE COMPANY	1

14F0052 LL0292	4410 WENDELL DR SW	ENVIRONMENTAL PRODUCTS OF FLORIDA CORPORATION	2.268
14F0053 LL0218	4240 M L KING JR DR	G K ROGERS CONSTRUCTION LLC	5.01
14F0052 LL0235	4395 WENDELL DR SW	WENDELL ZERO EIGHT REALTY LLC	2.12
14F0052 LL0938	500 INTERCHANGE DR	INTERCHANGE ASSOC FULTON LLC & PORTFOLIO PROPERTIES LLC	3.5
14F0053 LL0226	4220 M L KING JR DR	RENT RITE INC	9.97
14F0052 LL0920	4232 WENDELL DR SW	AMERCO REAL ESTATE COMPANY	0.52
14F0052 LL1126	4205 FULTON INDUSTRIAL BLVD	J&P FULTON INVESTORS LLC	0.69
14F0052 LL0789	4215 FULTON IND BLVD SW	FULTON BOTTLE SHOP INC	0.7425
14F0052 LL0946	4265 WENDELL DR SW	TACKETT MICHAEL T	0.991
14F0052 LL0037	4335 WENDELL DR SW	S & P ATLANTA LLC	6.23
14F0052 LL0490	4275 WENDELL DR SW	HOUSING AUTHORITY OF FULTON COUNTY	2.02
14F0052 LL0516	4225 FULTON IND BLVD SW	AMERCO REAL ESTATE COMPANY	9.44
14F0053 LL0010	0 M L KING JR DR SW	FULTON COUNTY	55.75
14F0052 LL0318	4500 WENDELL DR SW	FLINT EQUIPMENT CO	11.23
14F0053 LL0275	600 NATIONAL DR	NDC LEASING COMPANY LLC	20.47
14F0053 LL0143	0 M L KING JR DR SW	FULTON COUNTY	2
14F0053 LL0259	0 M L KING JR DR R	DAVIS JAY M & ROSENBERG DULCY DAVIS	7.68
14F0053 LL0283	0 M L KING JR DR	FULTON COUNTY	21.85
14F0054 LL0019	0 M L KING JR DR NW	FULTON COUNTY	76
14F0055 LL0034	0 RIVER RD	CROW CHILDRESS MOBLEY #8	0.0165
14F0053 LL0317	650 DISTRIBUTION DR	EXETER 600 650 DISTRIBUTION LLC	7.88
14F0056 LL0140	0 I 20 SW	FULTON COUNTY	4.9
14F0055 LL0026	0 RIVER RD	MARLER OIL CO	0.0248
14F0053 LL0291	750 DISTRIBUTION DR	EXETER 750 DISTRIBUTION LLC	4.437
14F0053 LL0309	700 DISTRIBUTION DR	EXETER 700 DISTRIBUTION LLC	7.68
14F0055 LL0042	0 RIVER RD	FULTON COUNTY	21.8
14F0022 LL0208	0 FULTON IND BLV NW	FULTON COUNTY	0.3306
14F0016 LL0479	4005 FULTON INDUSTRIAL BLVD	ICE 4165 LLC	0
14F0016 LL0446	4005 FULTON IND BLV NW	FULTON COUNTY	24.8
14F0022 LL0349	4000 AVIATION CIR	HANGAR ONE INC	0
14F0022 LL0414	4155 SOUTH AIRPORT RD	AMB GROUP LLC	1.597
14F0017 LL0395	0 FULTON IND BLV NW	FULTON COUNTY	66.05
14F0023 LL0439	4060 M L KING JR DR	GOODRICH PETROLEUM INC	1.108
14F0018 LL0071	0 BANKHEAD HWY NW	FULTON COUNTY	0.67
14F0023 LL0942	4000 WENDELL DR SW	ATLANTA SCAFFOLD WAREHOUSE LLC	2.341
14F0023 LL0967	3850 WENDELL DR SW	TOBAR JOSE G	1.125
14F0022 LL0281	4155 M L KING JR DR NW	FULTON COUNTY	138

Appendix C: Redevelopment Plan Worksheet

Date: May 2022

The following is a checklist of items to be considered by City officials when reviewing this proposed Fulton County Urban Redevelopment Plan. These items represent required plan components as defined in the Official Code of Georgia Annotated Section 36-61-4 and 36-61-7.

- ☒ Statement that Redevelopment Plan is consistent with the comprehensive plan.
- ☒ Clearly Defined Boundaries of the proposed Redevelopment Area (need not be contiguous).
- ☒ Explanation of negative conditions in the area necessitating redevelopment.
- ☒ Description of the City's land use objectives for the area
- ☒ Description of land parcels to be acquired and structures to be demolished or rehabilitated.
- ☒ Strategy for leveraging private resources to aid in redevelopment of the area.
- ☒ Strategy for relocating any displaced residents.
- ☒ Any covenants or restrictions to be placed on properties in the redevelopment area in order to implement the plan.
- ☒ Public infrastructure to be provided (i.e. transportation, water, sewer, sidewalks, lighting, streetscapes, public recreational space, parking, etc.) to support redevelopment of the area.
- ☒ Strategy for implementing the plan.

Appendix D: Public Hearing Advertisement

Date: July 2, 2020

Draft

Draft

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: 6:35 p.m. Old National Highway Corridor Livable Centers Initiative (LCI)

DATE: September 27, 2022

SUBJECT: 6:35 p.m. Old National Highway Corridor Livable Centers Initiative (LCI)

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
Old National LCI PMT	Cover Memo	9/23/2022



Old National Highway Corridor Livable Centers Initiative (LCI)

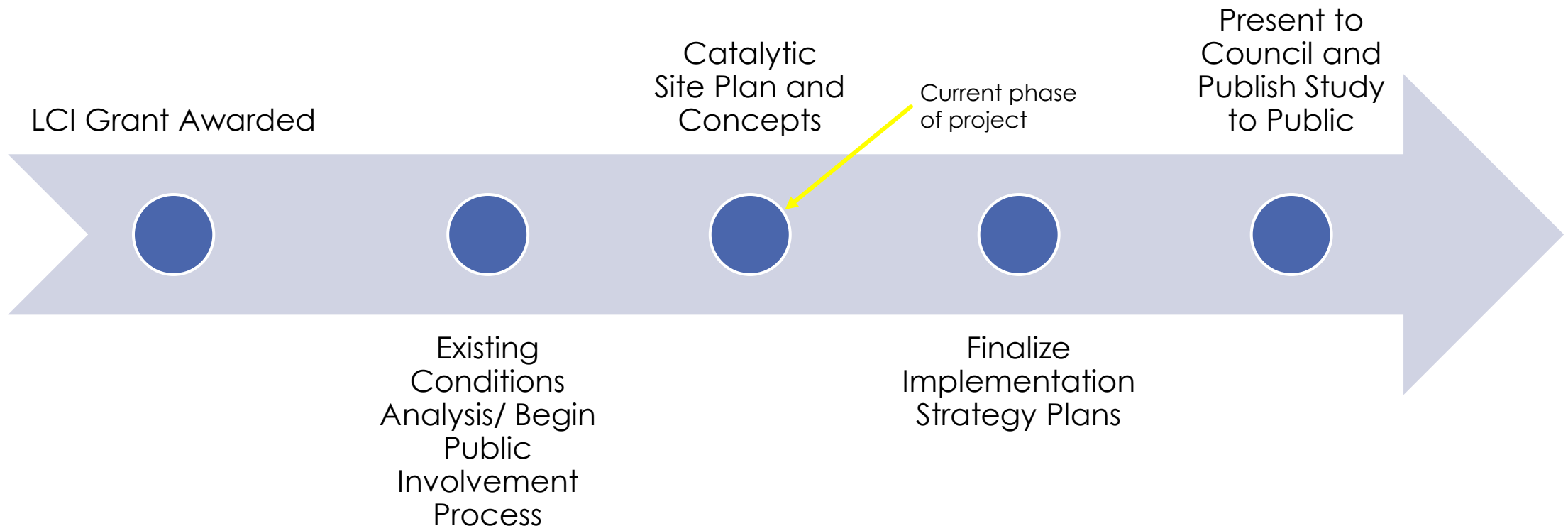
City Council Meeting

September 27, 2022

Agenda

- ▶ Project Timeline Update
- ▶ Recap of Community Meeting #2
- ▶ Assessment and Inventory Analysis
- ▶ Catalytic Site Design Workshop Overview
- ▶ Recommendations Overview
- ▶ Next Steps

Project Timeline Update



Community Meeting #2

- ▶ September 8, 2022 at Woods Memorial
- ▶ 40+ individuals in attendance
- ▶ The Community Meeting was live streamed on the City of South Fulton's Facebook page and can be viewed on demand on the project webpage on the City's website



Community Meeting #2 Activity

- ▶ Four Design Concept Boards were displayed with the following goals:
 - Move from analysis and visioning to potential design concepts of identified catalytic sites within study area
 - Receive direct feedback from the community on alternate ideas for sites
 - Better inform the public on integration of differing land uses around Old National Highway

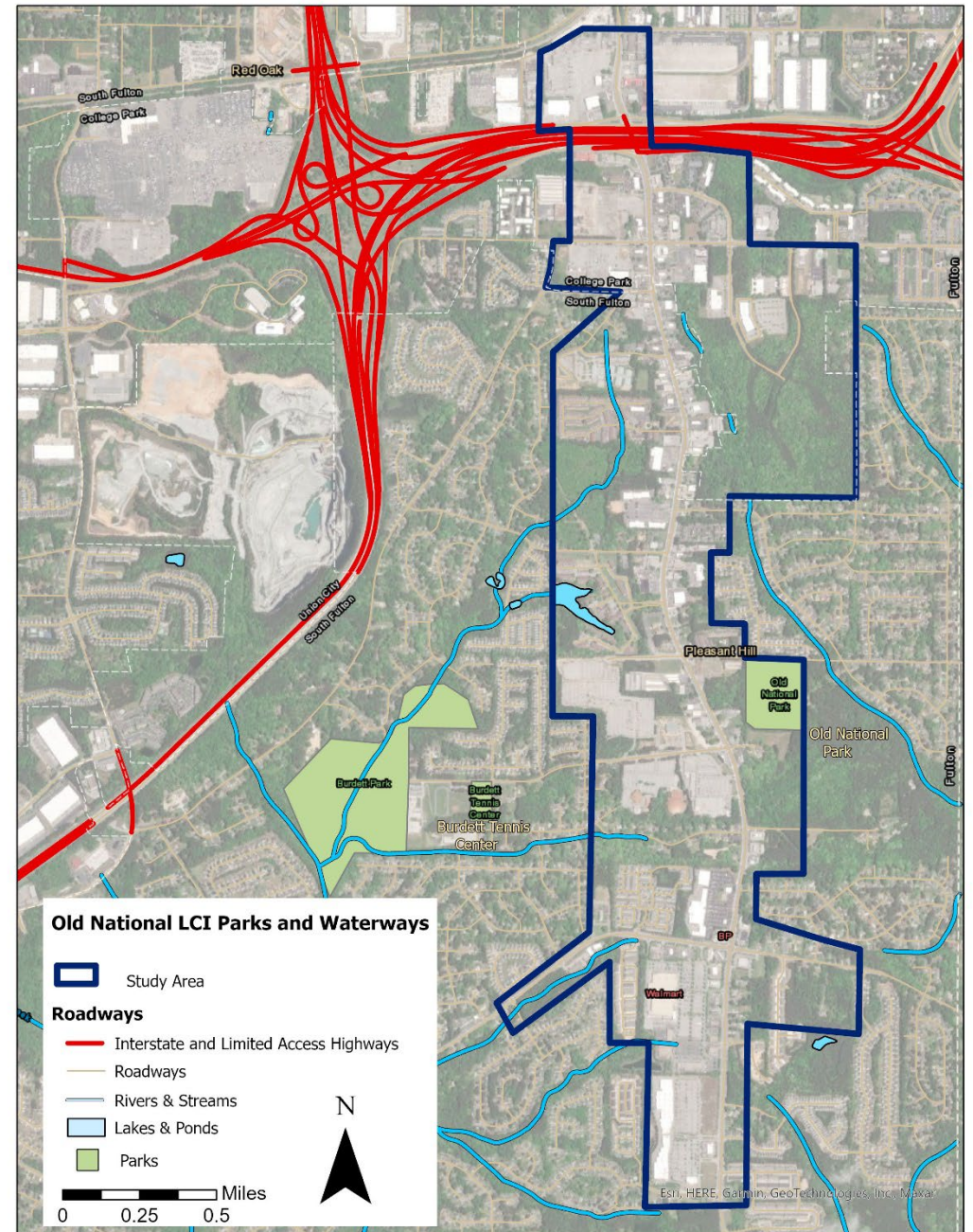
Assessment and Inventory Analysis

Land Use/Zoning, Housing, Environmental, Demographics,
Transportation, and Market Analysis

Natural Features

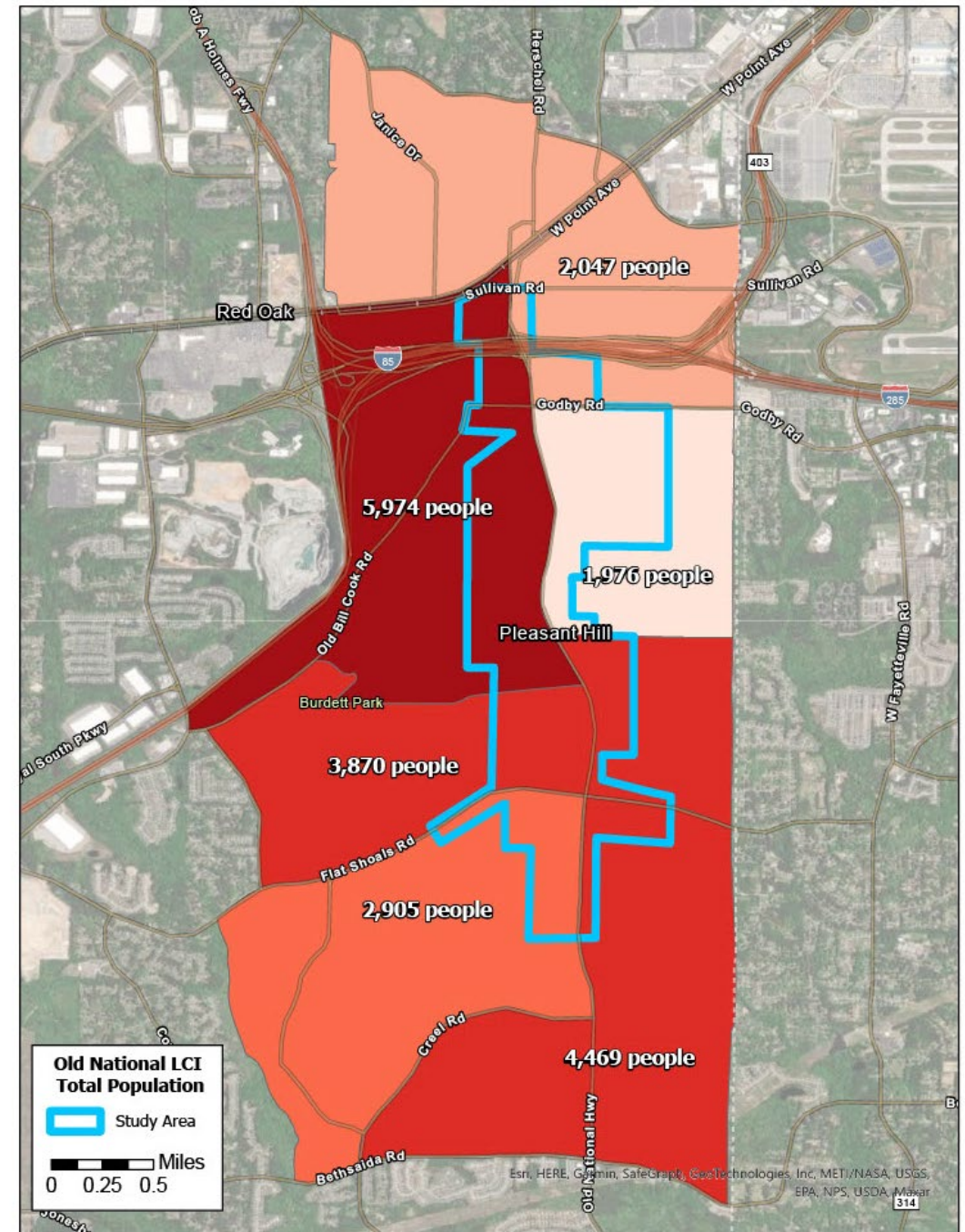
Key Takeaways

- ▶ Currently there is one park located within the study area and two others within half a mile from the LCI study area
- ▶ There are several small streams running alongside the highway, but flooding does not seem to be a threat
- ▶ One retention pond along middle area of study area



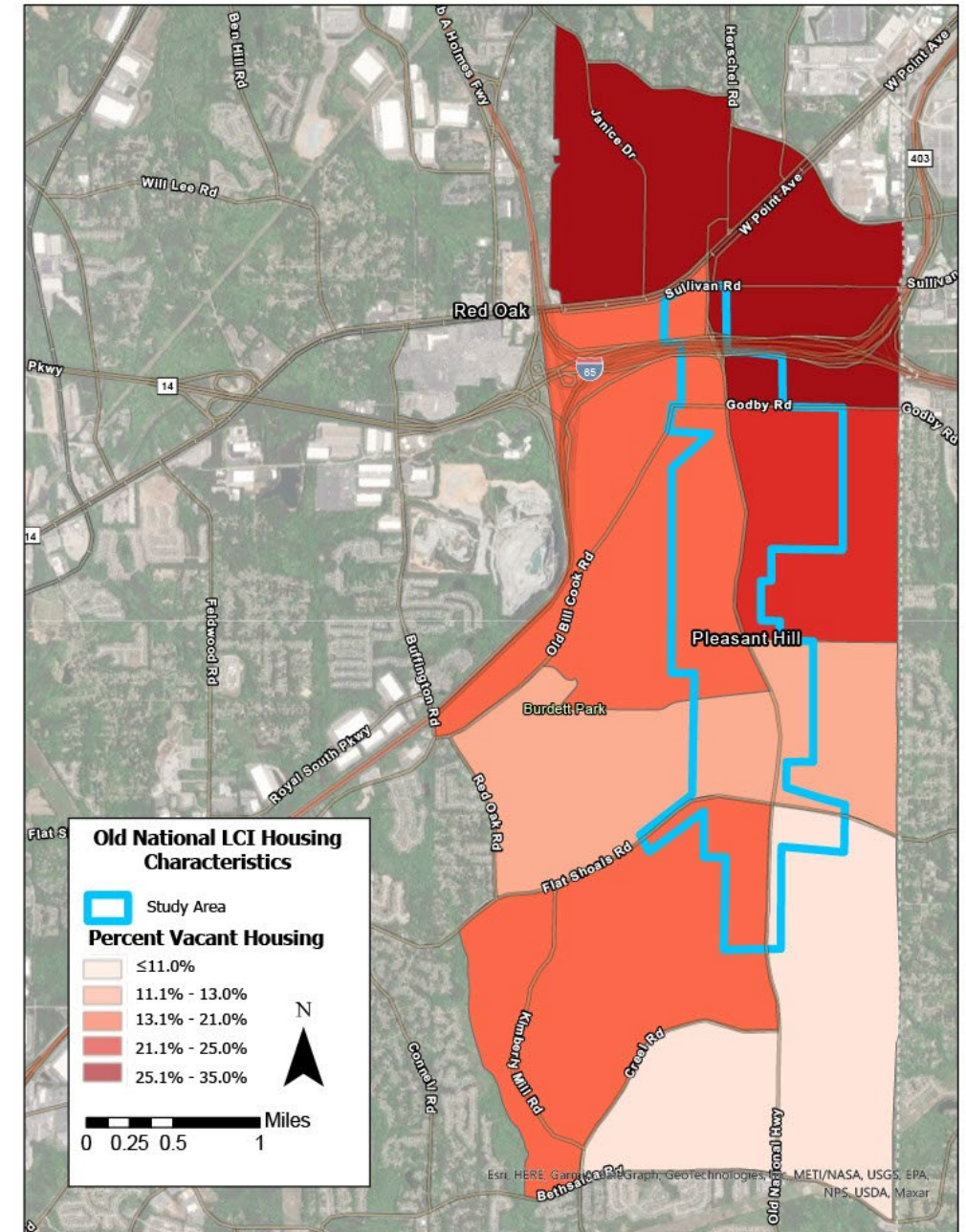
Population & Demographic Key Takeaways

- ▶ A total of 21,241 people live in the six census tracts that encompass the study area
- ▶ Percentage of African Americans living in the LCI census tracts ranged between 89% to 92%
- ▶ Population density ranged between 1,118 to 3,270 people per square mile



Housing & Socioeconomic Key Takeaways

- ▶ Density of Housing Units ranged between 867 to 1,554 units per square mile in study area census tracts
- ▶ Percent of vacant houses ranged from 11% to 35% in the study area census tracts
- ▶ Average household income ranged between less than \$35,000 to \$72,000 in the study area census tracts
- ▶ Median household income ranged between \$22,175 and \$70,000 in the study area census tracts
- ▶ Percent of zero car households ranged between 6% and 14% in the study area census tracts



OLD NATIONAL HIGHWAY LCI

BASE MAP

-  Old National LCI
-  Study Boundary
-  Parks
-  Schools & Community Facilities

KEY TAKEAWAYS

- Old National Highway has great regional connectivity via interstates and major roads
- New BRT service will provide greater regional connectivity and direct access to the airport
- Some improvements have been made to the corridor
- Other previous recommendations have not been implemented (trails)
- Limited number signalized intersections or crossings is impacting safety
- Large number of driveways and curb cuts is impacting safety
- Currently there are no trails or paths in the area
- Intersections at Godby Road and Flat Shoals Road have the highest traffic and crash counts

N

0 0.3 0.5 0.8 1 1.3 Miles

Page 141 of 520

City of South Fulton | September 27, 2022

Esri, HERE, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, EPA, NPS, US Census Bureau, USDA

Market Analysis Key Takeaways

MARKET CONDITIONS SUMMARY	
Housing (30349 Zip Code) Single Family • Median Sale Price: \$282,000 • Vacancy Rate: 7.7% • Median Home Value: \$ 276,333 • Over 300 homes sold in May (2022) • Homes selling @ 3% above list price Multi Family • Median Rent ➤ Studio: \$1,067 ➤ 1BR: \$1,268 ➤ 2BR: \$1,415 ➤ 3BR: \$1,655 • Projected Unit Growth (2022-2026): 160 (South Fulton Submarket)	Retail (LCI Study Area) Business Mix • Commercial: 43% • Retail: 24% • Food Services: 17% • Medical Services 9% • Institutional: 4% • Arts: 1% • Manufacturing: 1% Total Businesses: 250 South Fulton Retail Submarket • Market Rent: \$17.94 sf • Vacancy Rate: 2.2% • Projected Retail Growth (2022-2026): 249,298 sf

Catalytic Site Overview

Recap of Catalytic Design Workshop

- Occurred on August 11, 2022, at Burdette Park
- Several business leaders and local stakeholders were in attendance



Design Workshop

Intent:

- ▶ Move from analysis and visioning to design with the full team
- ▶ Receive direct feedback from stakeholders

Goals:

- ▶ Identify 2-3 catalytic sites, preferred land uses, development types, and style
- ▶ Integrate land use, market, and transportation understanding

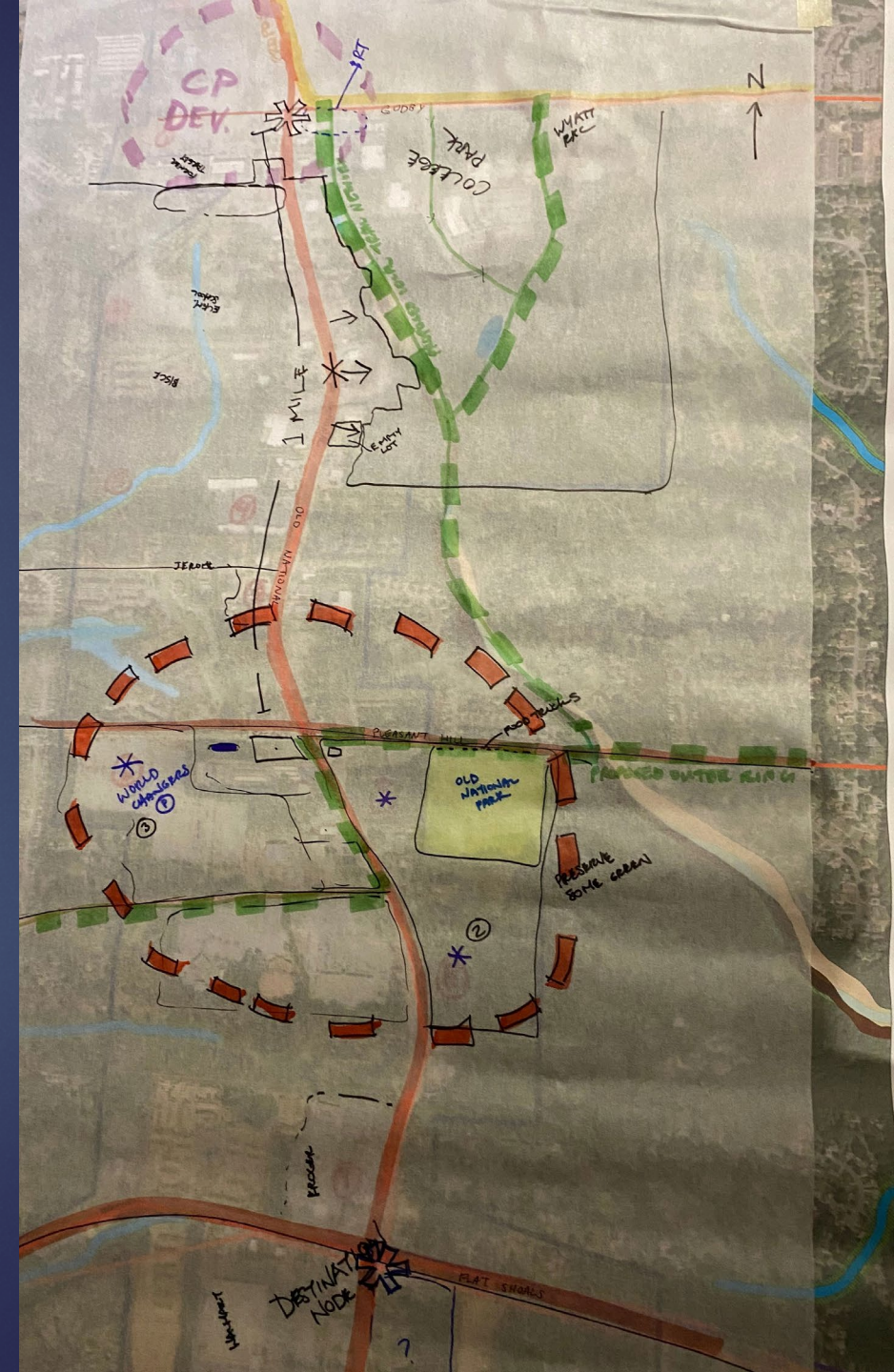


Catalytic Sites

1. Tri County Station
2. Pleasant Hill/Burdett Node
3. LA Fitness Shopping Center
4. Properties adjacent to future BRT

Sites selected based on potential for:

- Higher density housing
- Access to greenspace and trails
- Complementary land uses to TOD in College Park (BRT)
- Pleasant Hill/Burdett Node has potential to be a distinct South Fulton community node with civic uses



Transportation

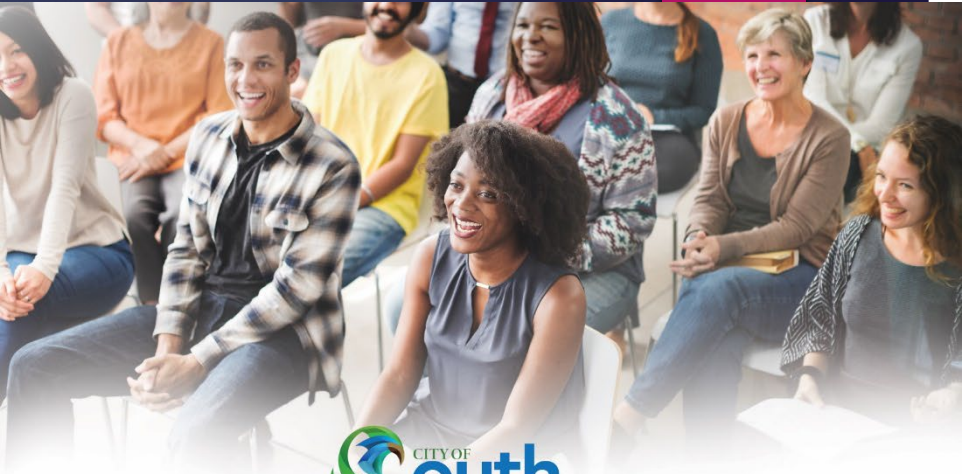
- ▶ Enhancement of Access management
- ▶ Promote parallel connectivity to Old National utilizing adjacent access road (behind parcels)
- ▶ Additional Pedestrian safe crossings (Ex. HAWK signals)
- ▶ Enhanced transit and shelters along corridor



Community Engagement

► Events attended thus far:

- First Friday cookouts
- LCI Visioning Tour (July 19th)
- Old National Merchants Meeting (July 28th)
- National Night Out (August 2nd)
- Old National District Meeting (August 17th)
- Old National 5k (September 17th)



LET YOUR VOICE BE HEARD
and make a difference in your community

Help Shape The Old National Highway's LCI...

- Establish a Vision for Old National Highway
- Create the framework for Future Growth & Development
- Foster Positive Change on the Corridor

TAKE THE SURVEY TODAY



WE WANT TO HEAR FROM YOU!
For more information visit
<https://www.cityofsouthfultonga.gov/3208/Livable-Centers-Initiative>

Next Steps

Community Meeting #3

Thursday, October 27th, 6:00 p.m.

Woods Memorial Church



LET YOUR VOICE BE HEARD

and make a difference in your community

Help Shape The Old National Highway's LCI...

- Establish a Vision for Old National Highway
- Create the framework for Future Growth & Development
- Foster Positive Change on the Corridor

TAKE THE SURVEY TODAY



WE WANT TO HEAR FROM YOU!

For more information visit
<https://www.cityofsouthfultonga.gov/3208/Livable-Centers-Initiative>

Questions & Answers

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: 6:50 p.m. Request Council Approval of an alcohol license for General Wholesale Co. dba General Wholesale Co. for an alcohol license for the wholesale sale of beer at 300 Villanova Drive, South Fulton, GA 30336

DATE: September 27, 2022

SUBJECT: 6:50 p.m. Request Council Approval of an alcohol license for General Wholesale Co. dba General Wholesale Co. for an alcohol license for the wholesale sale of beer at 300 Villanova Drive, South Fulton, GA 30336

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
General Wholesale (Villanova) City Council packet redacted_Redacted	Cover Memo	9/23/2022

GOVERNMENT OF THE CITY OF SOUTH FULTON

Office of the City Manager



REVIEW AND APPROVAL ROUTING SHEET

This routing sheet has been developed to ensure that all appropriate Senior Management Team members have thoroughly reviewed, approved, and signed off on all official documents in their respective service areas prior to the City Manager's receipt for final approval and signature, as needed. *Items should be routed in the following order: 1.) Originating Division and other applicable Divisions; 2.) Finance Director; 3.) Assistant City Manager; and 4.) City Manager.*

Parties Consulted:

Initials

Date

☐ City Attorney/General Counsel

Legal issues have been addressed

☐ Assistant City Manager

Complies with operational processes and guidelines.

☐ Finance Director

Funds are available and complies with fiscal guidelines.

Karee Slaton-Dyke

Aug 25, 2022

☐ Information Technology Director

When Information Technology issues are involved

☐ Program & Performance Manager

Complies with Division/programmatic processes

☐ Communications Director

Complies with Division/programmatic processes

☐ Parks & Recreation Director

Complies with Division/programmatic processes

☐ Destination South Fulton Director

Complies with Division/programmatic processes

☐ DCDRA Director

Complies with Division/programmatic processes

Derek Hall

Derek Hall (Aug 26, 2022 09:40 EDT)

Aug 26, 2022

☐ Human Resources Director

Complies with HR policies and procedures; positions are budgeted

☐ Public Safety

Complies with Division/programmatic processes. Specify Fire or Police

[Signature]

Keith Hazzard (Aug 24, 2022 11:19 CDT)

Chad Jones

Chad Jones (Aug 24, 2022 11:18 CDT)

Aug 24, 2022

Aug 24, 2022

☐ Public Works Director

Complies with Division/programmatic processes

☐ Other (Clerk's Office, Municipal Court, etc.)

Complies with Division/programmatic processes. Specify Area

Brian Morris

Aug 24, 2022

☐ Other (Clerk's Office, Municipal Court, etc.)

Complies with Division/programmatic processes. Specify Area

City Manager's Decision:

Approved ☐

Disapproved ☐

In this section, the City Manager will sign to indicate approval of the recommended option or will provide comments to indicate pursuit of an alternate course of action.

City Manager's Comments:

City Manager's Signature

Date

City of South Fulton Agenda Item Summary



City Council Meeting Date 9/13/2022		
Requesting Department Police Department	Council District(s) Affected District 3	
Requested Action Approval to get on City Council Agenda for September 13, 2022, to have a public hearing and for council to vote on the request for an alcohol license for General Wholesale Co., dba General Wholesale Co. for an alcohol license for the wholesale sales of beer at 300 Villanova Drive, South Fulton, GA 30336.		
Requirements for Council Action (City specific Council policy, statute or code requirement) Pursuant to Title 16, Section-16-2020(d), Staff recommends City Council to Grant Approval.		
Summary and Background (Provide department recommendation and an executive summary of the action that gives an overview of the relevant details) The applicant for General Wholesale Co., dba General Wholesale Co. has applied for an alcohol license for the wholesale sales of beer at 300 Villanova Drive, South Fulton, GA 30336. This request is for an alcohol license due to a new location. All applicable fees and inspections have been paid and passed. The owner is currently operating on a temporary license.		
Funding Source (if applicable)		
Financial Impact (if applicable) Initial Revenue is \$1,380. with estimated annual revenue of \$650.		
Financial Impact Statement Received Yes ☐ No ☒ Legislative Process Complete Yes ☐ No ☒		
Department Director Approval Keith Meadows (Aug 24, 2022 11:49 EDT) Chad Jones (Aug 24, 2022 11:10 CDT) Derek Hall (Aug 26, 2022 09:40 EDT) Brian Morris		Finance Director Approval Karen Slater-Dugan
Assistant City Manager Approval	City Attorney Approval	City Manager Approval

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: City of South Fulton Mayor & Council

FROM: Keith Meadows, Chief of Police 

DATE: August 11, 2022

SUBJECT: Request by General Wholesale Co., dba General Wholesale for an Alcohol License for the wholesale sales of beer at 300 Villanova Drive South Fulton, Ga 30336

The applicant up for General Wholesale Co., dba General Wholesale Co. seeks an alcohol license for the wholesale sales of beer at 300 Villanova Dr, South Fulton, Ga 30336. This application is for a new location. All applicable fees related to obtaining an alcohol license have been paid. The owner is currently operating on a temporary license.

The application and/or location has been reviewed/inspected and approved by the following: City of South Fulton Police, Fire Department, Code Enforcement, Zoning Department, Business Licensing, and the Fulton County Board of Education.

CHIEF OF POLICE RECOMMENDATION: APPROVAL

APPLICATION INFORMATION

Applicant Information	General Wholesale Co. LLC 300 Villanova Drive Atlanta, Ga 30336
City Council District	3
Parcel ID Number	14F0110LL0474
Square Footage	
Existing zoning	M-1A (Heavy Industrial)
Current/Past Use of the Property	Adding wholesale to an existing location
History	This property operates as a warehouse

Cc: Corey Adams, City Clerk



INTER-OFFICE MEMORANDUM

DATE: August 18, 2022
TO: Chief K. Meadows
FROM: Jacquelyn J. Bell
SUBJECT: Staff Recommendation -General Wholesale Co., dba General Wholesale Co.

The applicant for General Wholesale Co., dba General Wholesale Co. seeks an alcohol license for the wholesale of beer at 300 Villanova Dr, South Fulton, GA 30336. All applicable fees have been paid related to the alcohol license.

Inspections Type	Completed	Pending	Results
Police Criminal Background	Yes		Passed
Police Call History	Yes		Passed
Code Enforcement	Yes		Passed
Fire Inspection	Yes		Passed
Zoning Dept.	Yes		Passed
Business License	Yes		Passed
F.C. School Board	Yes		Passed
F.C. Health Dept.	N/A		N/A

Application Information

Applicant: General Wholesale Company / Steve Young
Business Address 300 Villanova Drive, South Fulton, GA 30336
District(s): 3
Parcel ID Number: 14F0110LL0474
Existing Zoning: M-1A (Heavy Industrial)
Current/Past Use of the Property: Adding wholesale to an existing warehouse
History: This request serves as the applicants first request. The property is a warehouse. The applicant also has a current business license with the City of South Fulton, have current license for this location.

Staff Recommendation: X **There is no legal reason why this license should not be granted.**

 The applicant does not meet the legal requirements.

Staff Name and Signature: Jacquelyn J. Bell, [Signature]

Police Chief Recommendation: ☐ **Approval** ☐ **Denial**

Signature: [Signature]
Keth Meadows (Aug 24, 2022 11:4 SE 10)

cc: Deputy Chief Connie Rogers
File

CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE

PERSONAL STATEMENT

INSTRUCTIONS: This personal statement must be executed, under oath, by all owner/licensee/agent and corporate officers or major stakeholders of the business/organization with 20% or more of interest in the business and the manager of any place of business applying for a license from the City of South Fulton to sell or deal in alcoholic beverages. Each question must be fully answered. If the space provided is not enough, answer the question on a separate sheet and indicate in the space provided that such separate sheet is attached.

Applicant Name in FULL (Please Print) Stephen Patrick Young

Home Address: [REDACTED] Atlanta, Ga. 30327

Business Address: 300 Villanova Drive, South Fulton, Georgia 30336

Place of Birth: [REDACTED] Date of Birth: [REDACTED] Age: 58
(City, State, Country) (Day, Month, Year)

Race: [REDACTED] Height: [REDACTED] Weight: [REDACTED] Eye Color: Brown U.S. Citizen Yes By Birth Yes

Hair Color: Brown Social Security Number: [REDACTED] Driver License Number: [REDACTED] State Issued by: GA

Have you been convicted of any federal, foreign, and/or state laws, and/or city ordinances? if so, explain below:

Yes, Non Felony DUI 3/13/1993 City of Atlanta

List names and addresses of employers for the past three (3) years: 1986-current

General Wholesale Company, 1615 Shorthill Drive, South Fulton, Ga 30336

Single ☐ Married ☒ Widowed ☐ Divorced ☐ Separated ☐
(If married, divorced or widowed, complete the below requested information on spouse).

Jennifer (Jennifer) Young [REDACTED]
Full name of spouse (Maiden Name) DOB

I, the undersigned, do solemnly swear and attest, subject to criminal penalties for false swearing, that the information provided in this Personal Statement and in any and all documents provided in support of this application are true and accurate. I further understand that any false statements provided by me or my representatives as part of this application, beyond any legal penalties, will result in the denial of the subject application.

Stephen P. Young [Signature] 12/28/2021
Applicant's Printed Name Applicant's Signature Date of Application

I hereby certify that Stephen T. Young signed her/his name to the foregoing application stating to me that he/she knew and understood all statements and information contained therein and, under oath actually administered by me, has sworn that said statements and information are true and correct.

This 28 day of December, 2021.

Notary Public Signature: Mischelle Strickland (AFFIX SEAL)

Notary Printed Name: MISCHELLE STRICKLAND



CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE

PERSONAL STATEMENT

INSTRUCTIONS: This personal statement must be executed, under oath, by all owner/licensee/agent and corporate officers or major stakeholders of the business/organization with 20% or more of interest in the business and the manager of any place of business applying for a license from the City of South Fulton to sell or deal in alcoholic beverages. Each question must be fully answered. If the space provided is not enough, answer the question on a separate sheet and indicate in the space provided that such separate sheet is attached.

Applicant Name in FULL (Please Print) Earl Howard Young

Home Address: [REDACTED]

Business Address: 300 Villanova Drive, At South Fulton, GA 30336

Place of Birth [REDACTED] Date of Birth: [REDACTED] Age: 61
(City, State, Country) (Day, Month, Year)

Race: [REDACTED] Height: [REDACTED] Weight: [REDACTED] Eye Color: Brown U.S. Citizen Yes By Birth Yes

Hair Color: Grey Social Security Number: [REDACTED] Driver License Number: [REDACTED] State Issued by: GA

Have you been convicted of any federal, foreign, and/or state laws, and/or city ordinances? if so, explain below:

NO

List names and addresses of employers for the past three (3) years: 1982 - current

General Wholesale Company, 615 J. M. Smith Drive SW, South Fulton, GA 30336

Single ☐ Married ☒ Widowed ☐ Divorced ☐ Separated ☐
(If married, divorced or widowed, complete the below requested information on spouse).

Rebecca (Hale) Young [REDACTED]
Full name of spouse (Maiden Name) DOB

I, the undersigned, do solemnly swear and attest, subject to criminal penalties for false swearing, that the information provided in this Personal Statement and in any and all documents provided in support of this application are true and accurate. I further understand that any false statements provided by me or my representatives as part of this application, beyond any legal penalties, will result in the denial of the subject application.

Earl Howard Young [Signature] 12/28/2021 12/28/2021
Applicant's Printed Name Applicant's Signature Date of Application

I hereby certify that E. Howard Young signed her/his name to the foregoing application stating to me that he/she knew and understood all statements and information contained therein and, under oath actually administered by me, has sworn that said statements and information are true and correct.

This 28 day of DECEMBER, 2021

Notary Public Signature: Mischelle Strickland (AFFIX SEAL)

Notary Printed Name: MISCHELLE STRICKLAND



CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE

PERSONAL STATEMENT

INSTRUCTIONS: This personal statement must be executed, under oath, by all owner/licensee/agent and corporate officers or major stakeholders of the business/organization with 20% or more of interest in the business and the manager of any place of business applying for a license from the City of South Fulton to sell or deal in alcoholic beverages. Each question must be fully answered. If the space provided is not enough, answer the question on a separate sheet and indicate in the space provided that such separate sheet is attached.

Applicant Name in FULL (Please Print) William David Young Jr.

Home Address: [REDACTED]

Business Address: 300 Villanova Drive, South Fulton, Georgia 30336

Place of Birth [REDACTED] Date of Birth: [REDACTED] Age: 64
(City, State, Country) (Day, Month, Year)

Race: [REDACTED] Height: [REDACTED] Weight: [REDACTED] Eye Color: Brown U.S. Citizen Yes By Birth Yes

Hair Color: Brown Social Security Number: [REDACTED] Driver License Number: [REDACTED] State Issued by: GA

Have you been convicted of any federal, foreign, and/or state laws, and/or city ordinances? if so, explain below:

NO

List names and addresses of employers for the past three (3) years:

General Wholesale Company 1545 Marietta Blvd, Atlanta, GA 30318 1978 - Current

Single ☐ Married ☒ Widowed ☐ Divorced ☐ Separated ☐
(If married, divorced or widowed, complete the below requested information on spouse).

Margaret (Chambers) Young
Full name of spouse / (Maiden Name)

[REDACTED]
DOB

I, the undersigned, do solemnly swear and attest, subject to criminal penalties for false swearing, that the information provided in this Personal Statement and in any and all documents provided in support of this application are true and accurate. I further understand that any false statements provided by me or my representatives as part of this application, beyond any legal penalties, will result in the denial of the subject application.

William D. Young Jr.
Applicant's Printed Name

[Signature]
Applicant's Signature

12/28/2021
Date of Application

I hereby certify that William D. Young Jr. signed her/his name to the foregoing application stating to me that he/she knew and understood all statements and information contained therein and, under oath actually administered by me, has sworn that said statements and information are true and correct.

This 28 day of December, 2021

Notary Public Signature: Mischelle Strickland (AFFIX SEAL)

Notary Printed Name: MISCHELLE STRICKLAND



Date Revised: 5/26/2021

5

RESIDENCE DETERMINATION FORM

Certificate of Residence
For Retail Package Distilled Spirits Applicants Only

State of Georgia, _____ County
I, _____ Judge of the probate Court, for _____
County, Georgia, hereby certify that _____ is now and has been a Bona Fide Resident
of the state of Georgia for one year, and in the county of _____ for one year immediately
preceding the date of this affidavit, based upon the affidavit of applicant, and the evidence submitted therewith.
In Witness Whereof, I have hereunto set my hand and affixed the seal of said Probate Court this _____ day of _____,
_____, 20_____.

Judge of the Probate Court

County, Georgia

Certificate of Residence
For All Other Alcoholic Beverage License Applicants

State of Georgia, _____ Fulton _____ County
I, _____ Kenya M. Johnson _____ Judge of the probate Court, for _____ Fulton _____
County, Georgia, hereby certify that _____ Stephen Talbot Young _____ is now and has been a Bona Fide Resident of
the state of Georgia in the county of _____ Fulton _____ based upon the affidavit of applicant and the
evidence submitted therewith. In Witness Whereof, I have hereunto set my hand and affixed the seal of said
Probate Court this _____ 12th _____ day of _____ January _____, 20 _____ 22 _____.

Kenya M. Johnson

Judge of the Probate Court

Fulton

County, Georgia

CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE

**Save Affidavit
Affidavit Verifying Status for City Public Benefit
Pursuant to O.C.G.A. § 50-36-1(e)(2)**

By executing this affidavit under oath, as an applicant for a(n) alcohol license
[type of public benefit], as referenced in O.C.G.A. § 50-36-1, from City of South Fulton [name of
government entity], the undersigned applicant verifies one of the following with respect to my application for a
public benefit:

- 1) ☒ I am a United States citizen.
- 2) ☐ I am a legal permanent resident of the United States.
- 3) ☐ I am a qualified alien or non-immigrant under the Federal Immigration and
Nationality Act with an alien number issued by the Department of Homeland
Security or other federal immigration agency.

My alien number issued by the Department of Homeland Security or other
federal immigration agency is _____.

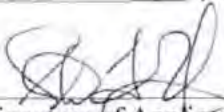
The undersigned applicant also hereby verifies that he or she is 18 years of age or older and has
provided at least one secure and verifiable document, as required by O.C.G.A.
§ 50-36-1(e)(1), with this affidavit.

The secure and verifiable document provided with this affidavit can best be classified as:

Georgia Drivers License

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 O.C.G.A. § 16-10-20, and face criminal penalties as allowed by
such criminal statute.

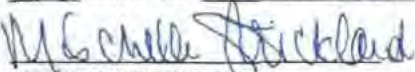
Executed in South Fulton (city) Georgia (state)


Signature of Applicant

Stephen P. Young
Printed Name of Applicant

SUBSCRIBED AND SWORN BEFORE
ME ON THE

28 DAY OF December, 2021


NOTARY PUBLIC

My Commission Expires: 2-5-2024



CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE

**Save Affidavit
Affidavit Verifying Status for City Public Benefit
Pursuant to O.C.G.A. § 50-36-1(e)(2)**

By executing this affidavit under oath, as an applicant for a(n) alcohol license
[type of public benefit], as referenced in O.C.G.A. § 50-36-1, from City of South Fulton [name of
government entity], the undersigned applicant verifies one of the following with respect to my application for a
public benefit:

- 1) ☒ I am a United States citizen.
- 2) ☒ I am a legal permanent resident of the United States.
- 3) ☐ I am a qualified alien or non-immigrant under the Federal Immigration and
Nationality Act with an alien number issued by the Department of Homeland
Security or other federal immigration agency.

My alien number issued by the Department of Homeland Security or other
federal immigration agency is _____.

The undersigned applicant also hereby verifies that he or she is 18 years of age or older and has
provided at least one secure and verifiable document, as required by O.C.G.A.
§ 50-36-1(e)(1), with this affidavit.

The secure and verifiable document provided with this affidavit can best be classified as:

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 O.C.G.A. § 16-10-20, and face criminal penalties as allowed by
such criminal statute.

Executed in ATLANTA (city) GEORGIA (state)

E. Howard Young
Signature of Applicant
EARL HOWARD YOUNG
Printed Name of Applicant

SUBSCRIBED AND SWORN BEFORE

ME ON THE 10th DAY OF May, 2021

Albert J. [Signature]
NOTARY PUBLIC
My Commission Expires:

My Commission Expires Nov. 13, 2023

CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE

Save Affidavit

Affidavit Verifying Status for City Public Benefit

Pursuant to O.C.G.A. § 50-36-1(e)(2)

By executing this affidavit under oath, as an applicant for a(n) alcohol license
[type of public benefit], as referenced in O.C.G.A. § 50-36-1, from City of South Fulton [name of
government entity], the undersigned applicant verifies one of the following with respect to my application for a
public benefit:

- 1) ☒ I am a United States citizen.
- 2) ☒ I am a legal permanent resident of the United States.
- 3) ☐ I am a qualified alien or non-immigrant under the Federal Immigration and
Nationality Act with an alien number issued by the Department of Homeland
Security or other federal immigration agency.

My alien number issued by the Department of Homeland Security or other
federal immigration agency is _____.

The undersigned applicant also hereby verifies that he or she is 18 years of age or older and has
provided at least one secure and verifiable document, as required by O.C.G.A.
§ 50-36-1(e)(1), with this affidavit.

The secure and verifiable document provided with this affidavit can best be classified as: _____

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 O.C.G.A. § 16-10-20, and face criminal penalties as allowed by
such criminal statute.

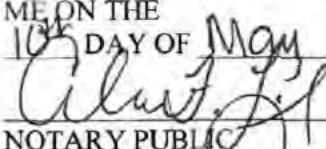
Executed in ATLANTA (city) GEORGIA (state)


Signature of Applicant

William D. Yeung, Jr.
Printed Name of Applicant

SUBSCRIBED AND SWORN BEFORE

ME ON THE 10th DAY OF May, 2021


NOTARY PUBLIC
My Commission Expires:

My Commission Expires Nov. 13, 2023

CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE

E-Verify Affidavit

Private Employer Affidavit Pursuant to O.C.G.A. § 36-60-6(d)

By executing this affidavit under oath, the undersigned private employer verifies one of the following with respect to its application for a business license, occupational tax certificate, or other document required to operate a business as referenced in O.C.G.A. § 36-60-6(d):

Section 1.

Please check only one:

- (A) ☒ On January 1st of the below signed year, the individual, firm, or corporation employed more than ten (10) employees.
- (B) ☐ On January 1st of the below signed year, the individual, firm, or corporation employed ten (10) or fewer employees.

*** If the employer selected Section 1(A), please fill out Section 2 below.

Section 2.

The employer has registered with and utilizes the federal work authorization program in accordance with the applicable provisions and deadlines established in O.C.G.A. §36-60-6. The undersigned private employer also attests that its federal work authorization user identification number and date of authorization are as follows:

General Wholesale Company Inc
Name of Private Employer

477805
Federal Work Authorization User Identification Number

12/31/2011
Date of Authorization

I hereby declare under penalty of perjury that the foregoing is true and correct. Executed on this day 28 of December, 2021 in South Fulton (city), GA (state).

[Signature]
Signature of Authorized Officer or Agent

Stephen F. Young Vice President
Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME
ON THIS THE 28 DAY OF DECEMBER, 2021.

Mischelle Strickland
NOTARY PUBLIC
My Commission Expires: 2-5-2024



CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE



REGISTERED AGENT DESIGNEE FORM

Registered agent means that individual, who is a resident of one of the 13 metropolitan counties (Cherokee, Clayton, Cobb, Coweta, Dekalb, Douglas, Fayette, Forsyth, Fulton, Gwinnett, Henry, Paulding, and Rockdale) of Georgia and at least 21 years of age, who is designated by a Licensee/owner to receive any process, notice, or demand required or permitted by law or under this title to be served upon a licensee or owner.

The registered agent, who is designated by a licensee, must submit to a fingerprint criminal background check and complete the personal statement form. The registered agent must obtain the certificate of residency enclosed.

Name: Stephen Talbot Young
(Full Printed Name No Initials)

Sex: Male Race: [REDACTED] Date of Birth: [REDACTED]

Home Address: [REDACTED]

City: Atlanta State: GA Zip: 3032

Phone# [REDACTED]

Business Address: 615 Stonehill Drive 360

City: South Fulton State: GA Zip: 30336

Phone# 404.350.6542

I hereby certify that I agree to serve as the "registered agent" on behalf of General Wholesale Company a business located at 300 Villanova Drive South Fulton, GA 30336 City of South Fulton, Georgia. As registered agent, I agree to accept any process, notice or demand required or permitted by law or under the Alcoholic Beverage Code of the City of South Fulton, Georgia, to be served upon the licensee or owner. I understand that such service upon me will serve as legal notice upon the licensee or owner and that it is my responsibility to forward such service to the owner or licensee.

[Signature]
SIGNATURE OF APPLICANT

12/28/2021
DATE

Stephen T. Young
PRINTED NAME OF APPLICANT

SWORN TO AND SUBSCRIBED

BEFORE ME THIS 28 DAY OF DECEMBER 20 21

Michele Strickland
NOTARY PUBLIC SIGNATURE

MISCHELLE STRICKLAND
NOTARY PUBLIC PRINTED NAME



Date Revised: 5/25/2021

9

CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE

SECTION 1: Licensee/Agent General Wholesale Company / Stephen T. Young **For the year** 2022 **Date** 12/28/2021

All applications must be typed or printed in black/blue ink. Each question must be completely and correctly answered. If the space provided is not sufficient, attach additional sheets. Applications must be signed, dated, notarized and filed with the South Fulton Police Department. All required supporting documents must be attached.

Type of License Applying For: (Check All That Apply)

☐ New License ☐ Change of Ownership ☒ New Location ☐ Other, Please Specify: Additional Warehouse Storage

Please select the beverages to be sold: (Check All That Apply)

☒ BEER ☒ WINE ☐ DISTILLED SPIRITS/LIQUOR

Please select ALL the categories that best describe the business for which this application is being submitted.

☐ Retail Package Store ☐ Convenience Store ☐ BYOB (Wine/Malt Only) ☐ Restaurant (3% for excise taxes)
☐ Growler ☐ Supermarket ☐ Microbrewery ☐ Gas / Drug / Dry Goods Store
☐ Importer ☐ Manufacturer ☒ Wholesale ☐ Public Entertainment Facility
☐ Hotel / Hotel Suites ☐ Night Club / Bar / Lounge (3% excise tax) ☐ Tasting (Wine/Malt)

Other, Please Specify _____

Additional Activities Proposed for Premises (check all that apply)

☐ Customer Dancing ☐ DJ/Live Entertainment ☐ Adult Entertainment/Sexually Oriented Business

If a Private Club: (1) Submit the salaries and other benefits received by each officer, trustee and employee; (2) Attach A copy of 501(c) Internal Revenue Code tax exempt documentation; (3) Attach membership application and copy of member list. NA

- Is applicant: ☐ Sole Proprietorship ☐ Partnership ☒ Corporation ☐ LLC ☐ Private Club
- Legal Name of Business: General Wholesale Co Inc
 Operating/Trade Name of Business: General Wholesale Beer Company
 Has location had an alcohol license within the last 12 months? ☐ Yes ☐ No
- Business Address: 300 Villanova Dr Council District: 1
 (Street Address, City, State Zip)
- Billing Address: 615 Stonehill Dr SW South Fulton Ga 30336
- Proposed Location Zoned: M-1A
- Distance from closest private residence in any direction:
 - Distance from closest college campus or school ground: 3.7 miles
 - Distance from closest branch of any South Fulton Public library: 4.2 miles
 - Distance from closest church or place of worship: 4.7 mile
 - Distance from closest regular school bus stop as designated by Fulton County Board of Education for pick-up or drop-off of school children in transport to the public schools of City of South Fulton.

CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE

SECTION 2:

- Full name of Applicant (Company/Corporation) General Wholesale Company Inc.
- Full name of Licensee: Stephen T. Young
 Licensee Social Security Number: [REDACTED]
 Date of Birth and Place of Birth: [REDACTED]
 Citizen of the USA? ☒ Yes ☐ No Alien Number: _____
 Resident of Georgia? ☒ Yes ☐ No Years _____ County _____
 Home Address: [REDACTED]
 City Atlanta State Georgia Zip Code 30327
 Telephone Number: Home: [REDACTED] Business: (404) 350-6542
 Email Address: [REDACTED]
 Hours said Licensee will actively be on the premise: 8am - 5pm M-F
 List duties of Licensee: Co-Owner that assist in managing all aspects of the business

- Full Name of Spouse, Including Maiden Name: Jennifer Jennifer Young
 Date of Birth and Place of Birth: [REDACTED]
 Hours Spouse on Premises: 0

- Licensee's Business interest(s), occupation(s) and employment for the past ten (10) years

COMPANY	ADDRESS (CITY & STATE)	POSITION	DATES
General Wholesale Company	65 Stonehill Drive SW South Fulton, Georgia	Co-Owner & Vice President	1986 - current
	1545 Marietta Blvd, Atlanta GA 30338	"	"
	537 Langhorne Blvd NW, Augusta GA	"	"

- Does Licensee or any Partner(s), Corporation Officer, Principal Shareholder(s), Trustee(s) or Spouse have, within the preceding ten (10) years, any conviction for the violation of any federal, state or Local laws, Ordinances or Regulations, or does said person have current proceeding for violation of any Federal, State or Local laws, ordinances or regulations? ☒ Yes ☐ No
- For the purpose of this question, the term – conviction shall include an adjudication of guilt, a plea of guilty, a plea of nolo contendere, the forfeiture of a bond or adjudication by pre-trial intervention.

PERSON CHARGED	DATE	OFFENSE	LOCATION	DISPOSITION
Stephen T. Young	03/13/1993	DUI - non-Injury	Atlanta GA	Nolo

CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE

SECTION 2:

- Full name of applicant (Company/Corporation) General Wholesale Company
- Full name of Licensee/Agent: Earl Howard Young
 Licensee/Agent Social Security Number: [REDACTED]
 Date of Birth and Place of Birth: [REDACTED]
 Citizen of the USA? ☒ Yes ☐ No Alien Number: _____
 Resident of Georgia? ☒ Yes ☐ No Years 61 County Fulton
 Home Address: [REDACTED]
 City Atlanta State GA Zip Code 30327
 Telephone Number: Home: [REDACTED] Business: (404) 351-3626
 Email Address: [REDACTED]
 Hours said Licensee/Agent will actively be on the premise: _____
 List duties of Licensee/Agent: Management

- Full Name of Spouse, Including Maiden Name: Rebecca Hale Young
 Date of Birth and Place of Birth: [REDACTED]
 Hours Spouse on Premises: _____

- Licensee's/Agent's Business interest(s), occupation(s) and employment for the past ten (10) years

COMPANY	ADDRESS (CITY & STATE)	POSITION	DATES
General Wholesale Company	615 Shondell Dr., S. Fulton Ga 30536	Owner / VP	
	1565 Marquette Blvd, Atlanta, Ga 30318	"	
	455		
	537 Lane, Kennesaw Blvd East, Marietta Ga	"	

- Does Licensee/Agent, or any Partner(s), Corporation Officer, Principle Shareholder(s), Trustee(s) or Spouse have, within the preceding ten (10) years, any conviction for the violation of any federal, state or Local laws, Ordinances or Regulations, or does said person have current proceeding for violation of any Federal, State or Local laws, ordinances or regulations? ☐ Yes ☒ No
- For the purpose of this question, the term – conviction shall include an adjudication of guilt, a plea of guilty, a plea of nolo contendere, the forfeiture of a bond or adjudication by pre-trial intervention.

PERSON CHARGED	DATE	OFFENSE	LOCATION	DISPOSITION

NA

CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE

SECTION 2:

1. Full name of applicant (Company/Corporation) General Wholesale Company
2. Full name of Licensee/Agent: William David King, Jr.
 Licensee/Agent Social Security Number: [REDACTED]
 Date of Birth and Place of Birth: [REDACTED]
 Citizen of the USA? ☒ Yes ☐ No Alien Number: _____
 Resident of Georgia? ☒ Yes ☐ No Years 64 County Fulton
 Home Address: [REDACTED]
ATLANTA GA. 30327
 City State Zip Code
 Telephone Number: Home: () N/A Business: (404) 367-6262
 Email Address: [REDACTED]
 Hours said Licensee/Agent will actively be on the premise: N/A
 List duties of Licensee/Agent: N/A

3. Full Name of Spouse, Including Maiden Name: MARGANT Chambers King
 Date of Birth and Place of Birth: [REDACTED]
 Hours Spouse on Premises: N/A

4. Licensee's/Agent's Business interest(s), occupation(s) and employment for the past ten (10) years

COMPANY	ADDRESS (CITY & STATE)	POSITION	DATES
<u>General Wholesale Co.</u>	<u>1595 MARATHA</u>	<u>SALES</u>	
	<u>Buckhead ATL, GA</u>		
	<u>30318</u>		

5. Does Licensee/Agent, or any Partner(s), Corporation Officer, Principle Shareholder(s), Trustee(s) or Spouse have, within the preceding ten (10) years, any conviction for the violation of any federal, state or Local laws, Ordinances or Regulations, or does said person have current proceeding for violation of any Federal, State or Local laws, ordinances or regulations? ☐ Yes ☒ No
6. For the purpose of this question, the term – conviction shall include an adjudication of guilt, a plea of guilty, a plea of nolo contendere, the forfeiture of a bond or adjudication by pre-trial intervention.

PERSON CHARGED	DATE	OFFENSE	LOCATION	DISPOSITION
<u>N/A</u>				

CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE

7. Does Licensee/Agent or any member of the Partnership, Corporation or Stockholder currently hold an Alcohol license (including a server permit)? ☐ Yes ☒ No
8. Has Licensee/Agent or any member of the Partnership or Corporation or Stockholder ever applied for an Alcoholic Beverage license (or work/server/pour permit) and been denied, suspended, or revoked? ☒ No ☐ Yes
If yes check which type ☐ denied ☐ suspended ☐ revoked
If yes, please check the appropriate status above and explain N/A
9. Full Name of Manager: N/A
Social Security Number of Manager: N/A
Date of Birth and Place of Birth: N/A
Home Address: N/A
Telephone Number: Home: () N/A Business: () N/A
E-mail Address: N/A
10. Hours said manager will be on the premise: N/A
11. What is the manager's business experience? N/A
12. Has the manager worked in this or a similar capacity? ☐ Yes ☐ No
If yes, explain: N/A

FINANCIAL BACKGROUND INFORMATION ON APPLICANT, MANAGER AND OWNERS

13. Applicant's full name (Company/Corporation) General Wholesale Company
If a Corporation, Date of Incorporation: 1/23/1947 Taxpayer Id# 58-0525744

14. If a Corporation, indicate the following for all Officers, members of the Board of Directors, Trustees and principal stockholders. If a Partnership, include all partners. (Complete all information requested for each person).

NAME	ADDRESS	DOB	SSN	POSITION	% INTEREST
William D. Young Jr.				SALES	33.333
Earl Howard Young				SALES	33.333
Stephen T. Young				SALES	33.333

If operating as a partnership, submit a copy of all partnership agreements. If corporation, attach a copy of all Articles of Incorporation, By-laws and amendments thereto, minutes of any corporation meetings within the last twelve (12) months.

CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE

15. State the amount and source of funds that have or will be invested by each individual who has an interest in the business. If a Corporation or Partnership, list each individual separately.

NAME	AMOUNT INVESTED	SOURCE OF FUNDS	DATES
N/A			

16. Bank accounts and assets in the name of licensee/agent and/or maintained by the licensee/agent, whether individual, partnership or corporation. (Provide copies of account statements)

TYPE	BANK	CITY & STATE	LAST 6 OF ACCOUNT#	AMOUNT

17. Has Licensee/Agent, Spouse or any person having an interest in the business received, directly or indirectly, any financial aid or assistance, to include land, fixtures, equipment, etc., from any manufacturer or wholesaler of alcoholic beverages? ☐ Yes ☐ No If yes, please specify.

NAME	ADDRESS	AMOUNT/ITEM	DATE
N/A			

18. List any other individual(s) or firm(s) owning any interest in or receiving any funds from the operation of the business or on the premises. This includes cigarette machines, game machines, billiard tables vendors, etc.

19. List any financial interest or ownership which Licensee/Agent or any member of the partnership or corporation or stockholder presently has in any other alcoholic beverage license in the state of Georgia.

NAME	NAME AND ADDRESS OF PREMISES	POSITION	% OF INTEREST
General Wholesale Company	615 Storchville Drive, South Fulton, GA		
"	1345 Marietta Blvd. Atlanta GA		
"	615 Storchville Drive 537 Long Walker Blvd East, Augusta GA		

20. List all assets which will be used or converted for use as an investment in the business and/or all sources of funding used to capitalize and/or operate the Business.

ADDITIONAL STORAGE WAREHOUSE ONLY

CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE

LICENSED PREMISES

21. Do you own the property where the business is located? ☐ Yes ☒ No
If yes:
Date of Purchase _____ Purchase Price _____
Name of Seller: _____
22. If property is rented/leased provide owner's name and address:
HR Villanova LLC, 455 East Paces Ferry Rd, Atlanta, Ga 30305
314 2114
Amount of rent/lease:
Monthly 31,287.46 Annually _____ Other (specify) _____
(Submit copy of signed lease agreement, deed, sublease, etc.) Attached
23. Has a license at this location ever been denied, suspended, or revoked? ☒ No ☐ Yes
☐ denied, ☐ suspended or ☐ revoked
If yes, check the appropriate status above and explain: _____
24. Is business located in a hotel or motel? ☐ Yes ☒ No
If yes, name of Hotel or Motel _____
25. If the business is to be operated as a department inside of premises where another business is operating, give details of the existing business. NO
26. What will be your business/operating hours? 6am - 6pm M-F
27. Where will your trash receptacle be located? Inside the fenced truck court.
28. What arrangements have you made for trash removal? _____
29. How often will you clean your property? Daily
30. What is your plan for sanitation (clean water and sewage disposal) on the premises? _____
City of Atlanta
31. What is your plan for unlawful conduct on the premises? There will be none.
32. What is your plan for fire prevention on the premises? Sprinklers, fire extinguishers, 911
33. What type of security do you plan to have? Security guard & cameras.

CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE

34. Do you offer your employees training with respect to items covered by the alcohol code? ☐ Yes ☒ No
If yes, what type of training and how do you plan to prevent the selling to and consumption by underage consumers of alcohol and tobacco products on your premises? N/A
35. What type of buffering do you have, or will you provide to alleviate the effects of noise, lighting, odors, traffic or other nuisances on surrounding properties? NA
36. What plans do you have to prevent un-permitted vending on your property?
NA
37. Describe the traffic and pedestrian ingress and egress to/from the property and to/from any existing or proposed structure on the property. NA

STORAGE WAREHOUSE ONLY

CONSUMPTION ON PREMISE LICENSE N/A

*If you are applying for a consumption on premise license, please complete questions 38-44.
If not, write N/A and please skip ahead to question 45.*

38. Seating Capacity: ☐ Restaurant ☐ Bar ☐ Other
☐ Brewpub ☐ Brewery
☐ Lounge ☐ Winery
☐ Private ☐ Nightclub
39. Describe kitchen Facilities: _____

List number of Employees: _____ Cooks _____ Waiters/Waitress _____ Other employees _____ Alcohol Servers _____

A copy of your menu must be included with this application.

40. Is business air conditioned? ☐ Yes ☐ No
41. Will you have live entertainment? ☐ Yes ☐ No
42. What percentage of revenues do you expect to come from food sales? _____ from alcohol? _____
43. What is the total square footage of the licensed premises? _____
44. How many parking spaces are you required to have? _____
- Does the location have on-site parking? ☐ Yes ☐ No How many spaces? _____
- If no or if parking is insufficient, what arrangements have you made for parking? _____

CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE

RETAIL PACKAGE LIQUOR LICENSE (selling liquor, beer, & wine) *NA*

If you are applying for a retail package liquor license, please complete questions 45-47.
If not, write N/A and please skip ahead to question 48.

45. Do you propose to operate this store solely as a package liquor store? ☐ Yes ☒ No
46. Does the Licensee/Agent, Spouse, or any other owner(s), partner(s) or stockholders have an interest in other retail liquor stores? ☐ Yes ☒ No

NAME	NAME & LOCATION OF BUSINESS	POSITION	% INTEREST

47. Do you or your spouse or any partner or stockholder have any financial interest in any wholesale liquor business?
☐ Yes ☒ No

If yes, give details: _____

RETAIL BEER AND/OR WINE LICENSE (selling beer & wine only) *NA*

If you are applying for a retail beer and/or wine license, please complete questions 48-50.
If not, please skip ahead to next page.

48. Are you (the applicant) or any member of your family, the owner, lessor or sub-lessor of any real estate which is occupied by a retail package (liquor) store? ☐ Yes ☒ No

If yes, list locations, information as to any lease or rental agreement, amount of rent received, and to whom.

LOCATION	LEASE/RENTAL AGREEMENT INFORMATION	AMOUNT OF RENT	LESSOR

CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE

49. Are you or any member of your family the Executor, Administrator, Beneficiary or Heir of **any estate having any interest** in retail package (liquor) store? ☐ Yes ☒ No

If yes, list location(s), amount of interest and your relationship with the estate:

<i>LOCATION(S)</i>	<i>% INTEREST</i>	<i>YOUR RELATIONSHIP TO ESTATE</i>

50. Are you or any member of your family the beneficiary or trustee of **any trust fund having any interest** in a retail package (liquor) store? ☐ Yes ☒ No

If yes, give your position, the name of the trust and the amount of income that you receive.

<i>POSITION</i>	<i>NAME OF TRUST</i>	<i>INCOME RECEIVED</i>



South Fulton Police Department
License & Permit Unit
5539 Old National Highway
College Park, GA 30349
FINANCIAL AFFIDAVIT
(Please type or print)



This form must be completed by individuals with ownership and/or investment interest in the business, whether direct or indirect. This form may be required of others at the discretion of the Police Department as provided under COSF Title 16. **EACH QUESTION MUST BE FULLY ANSWERED.** If additional space is required, attach an additional sheet of paper.

1	LAST NAME <u>Young</u>	FIRST <u>Stephen</u>	M.I. <u>T.</u>	SOCIAL SECURITY NO. [REDACTED]																																				
2	HOME ADDRESS (Actual Physical Location of Residence, Do Not Use P.O. Box) [REDACTED]																																							
	CITY <u>Atlanta</u>	STATE <u>GA</u>	ZIP + 4 <u>30327</u>	DAY CONTACT NUMBER [REDACTED]																																				
3	LEGAL BUSINESS NAME <u>General Wholesale Company, Inc.</u>		TRADE / DBA NAME																																					
	TOTAL AMOUNT OF MONEY YOU HAVE INVESTED		% OF OWNERSHIP INTEREST <u>33.33%</u>																																					
FINANCIAL INVESTMENT (You may be requested to provide a detailed accounting for all monies invested and attach appropriate documentation from each source.)																																								
<table border="1"><thead><tr><th colspan="2">TYPE</th><th rowspan="2">SOURCE(S)</th><th rowspan="2">AMOUNT</th><th colspan="2">DOCUMENTATION</th></tr><tr><th>LOAN</th><th>PERSONAL</th><th>YES</th><th>NO</th></tr></thead><tbody><tr><td>☐</td><td>☐</td><td rowspan="6"><u>No personal funds being added.</u> <u>This is an additional Storage Warehouse only.</u></td><td></td><td>☐</td><td>☐</td></tr><tr><td>☐</td><td>☐</td><td>☐</td><td>☐</td></tr><tr><td>☐</td><td>☐</td><td>☐</td><td>☐</td></tr><tr><td>☐</td><td>☐</td><td>☐</td><td>☐</td></tr><tr><td>☐</td><td>☐</td><td>☐</td><td>☐</td></tr><tr><td>☐</td><td>☐</td><td>☐</td><td>☐</td></tr></tbody></table>					TYPE		SOURCE(S)	AMOUNT	DOCUMENTATION		LOAN	PERSONAL	YES	NO	☐	☐	<u>No personal funds being added.</u> <u>This is an additional Storage Warehouse only.</u>		☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
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SIGNATURE SECTION

BEFORE SIGNING THIS STATEMENT, CHECK ALL ANSWERS AND EXPLANATIONS TO SEE THAT YOU HAVE ANSWERED ALL QUESTIONS FULLY, COMPLETELY AND CORRECTLY. THIS STATEMENT IS TO BE EXECUTED UNDER OATH AND SUBJECT TO THE PENALTIES OF FALSE SWEARING, AND IT INCLUDES ALL ATTACHED SHEETS HERewith. STAMPED SIGNATURE IS NOT ACCEPTABLE.

I, Stephen P. Young DO SOLEMNLY SWEAR, SUBJECT TO THE

PENALTIES OF FALSE SWEARING, THAT THE STATEMENT AND ANSWERS MADE BY ME IN THE FOREGOING AFFIDAVIT ARE TRUE AND CORRECT.

Signature

I HEREBY CERTIFY THAT STEPHEN T. YOUNG

THE FOREGOING AFFIDAVIT AFTER STATING TO ME UNDER OATH ADMINISTERED BY ME, THAT ALL STATEMENTS ARE TRUE AND CORRECT.

THIS 28 DAY OF DECEMBER, 2021

AFFIN SEAL



South Fulton Police Department
License & Permit Unit
5539 Old National Highway
College Park, GA 30349



FINANCIAL AFFIDAVIT (Please type or print)

This form must be completed by individuals with ownership and/or investment interest in the business, whether direct or indirect. This form may be required of others at the discretion of the Police Department as provided under COSF Title 16. **EACH QUESTION MUST BE FULLY ANSWERED.** If additional space is required, attach an additional sheet of paper.

1	LAST NAME <i>Young</i>	FIRST <i>Earl</i>	MI <i>H</i>	SOCIAL SECURITY NO. [REDACTED]																																														
2	HOME ADDRESS (Actual Business Location of Residence; Do Not Use P.O. Box) [REDACTED]																																																	
2	CITY <i>Atlanta</i>	STATE <i>GA</i>	ZIP + 4 <i>30327</i>	DAY CONTACT NUMBER [REDACTED]																																														
3	LEGAL BUSINESS NAME <i>General Hardware Company Inc</i>		TRADE / DBA NAME [REDACTED]																																															
3	TOTAL AMOUNT OF MONEY YOU HAVE INVESTED		% OF OWNERSHIP INTEREST <i>33.33%</i>																																															
FINANCIAL INVESTMENT (You may be requested to provide a detailed accounting for all monies invested and attach appropriate documentation from each source.)																																																		
<table border="1"> <thead> <tr> <th colspan="2">TYPE</th> <th rowspan="2">SOURCE(S)</th> <th rowspan="2">AMOUNT</th> <th colspan="2">DOCUMENTATION</th> </tr> <tr> <th>LOAN</th> <th>PERSONAL</th> <th>YES</th> <th>NO</th> </tr> </thead> <tbody> <tr> <td>☐</td> <td>☐</td> <td><i>No personal funds being added</i></td> <td></td> <td>☐</td> <td>☐</td> </tr> <tr> <td>☐</td> <td>☐</td> <td><i>this is an additional storage warehouse only.</i></td> <td></td> <td>☐</td> <td>☐</td> </tr> <tr> <td>☐</td> <td>☐</td> <td></td> <td></td> <td>☐</td> <td>☐</td> </tr> <tr> <td>☐</td> <td>☐</td> <td></td> <td></td> <td>☐</td> <td>☐</td> </tr> <tr> <td>☐</td> <td>☐</td> <td></td> <td></td> <td>☐</td> <td>☐</td> </tr> <tr> <td>☐</td> <td>☐</td> <td></td> <td></td> <td>☐</td> <td>☐</td> </tr> </tbody> </table>					TYPE		SOURCE(S)	AMOUNT	DOCUMENTATION		LOAN	PERSONAL	YES	NO	☐	☐	<i>No personal funds being added</i>		☐	☐	☐	☐	<i>this is an additional storage warehouse only.</i>		☐	☐	☐	☐			☐	☐	☐	☐			☐	☐	☐	☐			☐	☐	☐	☐			☐	☐
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I, *E. Howard Young* DO SOLEMNLY SWEAR, SUBJECT TO THE

PENALTIES OF FALSE SWEARING, THAT THE STATEMENT AND ANSWERS MADE BY ME IN THE FOREGOING AFFIDAVIT ARE TRUE AND CORRECT

E. Howard Young
Signature

I HEREBY CERTIFY THAT *E. Howard Young*
THE FORGOING AFFIDAVIT AFTER STATING TO ME UNDER OATH ADMINISTERED BY ME, THAT ALL STATEMENTS AND ANSWERS ARE TRUE AND CORRECT
THIS *28* DAY OF *December*, *2021*

AFFIX SEAL



Date Revised: 5/25/2021



South Fulton Police Department
License & Permit Unit
5539 Old National Highway
College Park, GA 30349



FINANCIAL AFFIDAVIT

(Please type or print)

This form must be completed by individuals with ownership and/or investment interest in the business, whether direct or indirect. This form may be required of others at the discretion of the Police Department as provided under COSF Title 16. **EACH QUESTION MUST BE FULLY ANSWERED.** If additional space is required, attach an additional sheet of paper.

1	LAST NAME <u>Young Jr.</u>	FIRST <u>William</u>	MI <u>D</u>	SOCIAL SECURITY NO.	
2	HOME ADDRESS (Actual Physical Location of Residence; Do Not Use P.O. Box) [REDACTED]				
	CITY <u>Atlanta</u>	STATE <u>Georgia</u>	ZIP + 4 <u>30321</u>	DAY CONTACT NUMBER [REDACTED]	
3	LEGAL BUSINESS NAME <u>General Wholesale Company Inc</u>		TRADE / DBA NAME		
	TOTAL AMOUNT OF MONEY YOU HAVE INVESTED		% OF OWNERSHIP INTEREST <u>33.33%</u>		
FINANCIAL INVESTMENT (You may be requested to provide a detailed accounting for all monies invested and attach appropriate documentation from each source.)					
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☐	☐	This is an additional storage warehouse only		☐	☐
☐	☐			☐	☐
☐	☐			☐	☐
☐	☐			☐	☐
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I, William D. Young Jr. DO SOLEMNLY SWEAR, SUBJECT TO THE

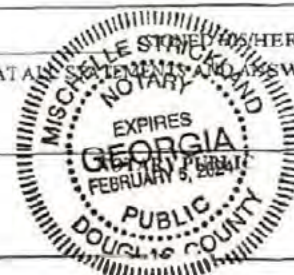
PENALTIES OF FALSE SWEARING, THAT THE STATEMENT AND ANSWERS MADE BY ME IN THE FOREGOING AFFIDAVIT ARE TRUE AND CORRECT.

Signature

I HEREBY CERTIFY THAT William D. Young Jr.
THE FOREGOING AFFIDAVIT AFTER STATING TO ME UNDER OATH ADMINISTERED BY ME, THAT ALL STATEMENTS AND ANSWERS ARE TRUE AND CORRECT.

THIS 28 DAY OF December, 2021

AFFIX SEAL.



CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE



CERTIFICATION

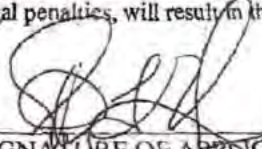
I have received a copy of the City of South Fulton Alcoholic Beverage Ordinances and I have read it and agree to adhere to all applicable City of South Fulton Ordinances, Georgia state laws and regulations governing the operation of establishments that serve and/or sell alcoholic beverages? ☒ Yes ☐ No

I understand it is the responsibility of the applicant/licensee/agent to ensure that all licenses to sell alcoholic beverages are renewed no later than December 15th of each year or I will have to apply for a new alcohol license. ☒ Yes ☐ No

I understand that a state license must be obtained before any alcoholic beverage can be served or sold in the City of South, (this includes Alcoholic Beverage Manufacturers). I further understand that the state license is obtained **after** the city license is obtained and I am responsible for contacting the Georgia Department of Revenue to obtain a state alcohol license.
☒ Yes ☐ No

I understand that I am required to pay alcohol excise tax in accordance with City of South Fulton Ordinance, Title 16 Alcoholic Beverages, and failure to pay excises taxes imposed by this ordinance will be grounds for suspension or revocation of my alcohol license. ☒ Yes ☐ No

I, the undersigned, do solemnly swear and attest, subject to criminal penalties for false swearing, that the information provided in this Application for Alcoholic Beverage Sales and Service and in any and all documents provided in support of this application are true and accurate. I further understand that any false statements provided by me or my representatives as part of this application, beyond any legal penalties, will result in the denial of the subject application.


SIGNATURE OF APPLICANT

05/13/2021
DATE

Stephen P. Young
PRINTED NAME OF APPLICANT

~For Notary~

I hereby certify that Stephen P. Young signed her/his name to the foregoing application stating to me the he/she knew and understood all statements and information contained therein and, under oath actually administered by me, has sworn that said statements and information are true and correct.

SWORN TO AND SUBSCRIBED

BEFORE ME THIS

13

DAY OF May

20 21


NOTARY PUBLIC SIGNATURE

MISCHIELE STRICKLAND
NOTARY PUBLIC PRINTED NAME

Date Revised: 10/15/2020



18

CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE



CERTIFICATION

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E. Howard Young
SIGNATURE OF APPLICANT

05-10-2021

DATE

Earl Howard Young
PRINTED NAME OF APPLICANT

~For Notary~

I hereby certify that Earl Howard Young signed her/his name to the foregoing application stating to me he/she knew and understood all statements and information contained therein and, under oath actually administered by me, has sworn that said statements and information are true and correct.

SWORN TO AND SUBSCRIBED
BEFORE ME THIS

10th

DAY OF

May

2021

Clare F. Lindsey
NOTARY PUBLIC SIGNATURE

Clare F. Lindsey
NOTARY PUBLIC PRINTED NAME

Date Revised: 10/15/2020

My Commission Expires Nov. 13, 2023

18

CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE



CERTIFICATION

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SIGNATURE OF APPLICANT

5/10/21
DATE

William DAVID Young, Jr.
PRINTED NAME OF APPLICANT

~For Notary~

I hereby certify that William DAVID Young, Jr. signed her/his name to the foregoing application stating to me the he/she knew and understood all statements and information contained therein and, under oath actually administered by me, has sworn that said statements and information are true and correct.

SWORN TO AND SUBSCRIBED

BEFORE ME THIS

10th

DAY OF

May

20 21

NOTARY PUBLIC SIGNATURE

Clare F. Lindsey
NOTARY PUBLIC PRINTED NAME

My Commission Expires Nov. 13, 2023

Date Revised: 10/15/2020

18

CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE



APPLICANT PRIVACY RIGHTS

As an applicant that is the subject of a Georgia only or a Georgia and Federal Bureau of Investigation (FBI) national fingerprint/biometric-based criminal history record check for a non-criminal justice purpose (such as an application for a job or license, immigration or naturalization, security clearance, or adoption), you have certain rights which are discussed below.

- You must be provided written notification that your fingerprints/biometrics will be used to check the criminal history records maintained by the Georgia Crime Information Center (GCIC) and the FBI, when a federal record check is so authorized.
- If your fingerprints/biometrics are used to conduct a FBI national criminal history check, you are provided a copy of the Privacy Act Statement that would normally appear on the FBI fingerprint card.
- If you have a criminal history record, the agency making a determination of your suitability for the job, license, or other benefit must provide you the opportunity to complete or challenge the accuracy of the information in the record.
- The agency must advise you of the procedures for changing, correcting, or updating your criminal history record as set forth in Title 28, Code of Federal Regulations (CFR), Section 16.34.
- If you have a Georgia or FBI criminal history record, you should be afforded a reasonable amount of time to correct or complete the record (or decline to do so) before the agency denies you the job, license or other benefit based on information in the criminal history record.
- In the event an adverse employment or licensing decision is made, you must be informed of all information pertinent to that decision to include the contents of the record and the effect the record had upon the decision. Failure to provide all such information to the person subject to the adverse decision shall be a misdemeanor [O.C.G.A. § 35-3-34(b) and §35-3-35(b)].

You have the right to expect the agency receiving the results of the criminal history record check will use it only for authorized purposes and will not retain or disseminate it in violation of state and/or federal statute, regulation or executive order, or rule, procedure or standard established by the National Crime Prevention and Privacy Compact Council.

If the employment/licensing agency policy permits, the agency may provide you with a copy of your Georgia or FBI criminal history record for review and possible challenge. If agency policy does not permit it to provide you a copy of the record, information regarding how to obtain a copy of your Georgia, FBI or other state criminal history may be obtained at the GBI website (<http://gbi.georgia.gov/obtaining-criminal-history-record-information>).

If you decide to challenge the accuracy or completeness of your Georgia or FBI criminal history record, you should send your challenge to the agency that contributed the questioned information. Alternatively, you may send your challenge directly to GCIC provided the disputed arrest occurred in Georgia. Instructions to dispute the accuracy of your criminal history can be obtained at the GBI website (<http://gbi.georgia.gov/obtaining-criminal-history-record-information>).

Print Name: _____

Stephen T. King

Date: _____

05/13/2021

Signature: _____

2018-05 Attachment A

Date Revised: 10/15/2020

19

CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE



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Print Name: Earl Howard Young

Date: 05-10-2021

Signature: E. Howard Young

2018-05 Attachment A

Date Revised: 10/15/2020

19

CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE



APPLICANT PRIVACY RIGHTS

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Print Name: William O Young, Jr

Date: 5/10/21

Signature: [Handwritten Signature]

2018-05 Attachment A

CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE



PRIVACY ACT STATEMENT

Authority: The FBI's acquisition, preservation, and exchange of fingerprints and associated information is generally authorized under 28 U.S.C. 534. Depending on the nature of your application, supplemental authorities include Federal statutes, State statutes pursuant to Pub. L. 92-544, Presidential Executive Orders, and federal regulations. Providing your fingerprints and associated information is voluntary; however, failure to do so may affect completion or approval of your application.

Principal Purpose: Certain determinations, such as employment, licensing, and security clearances, may be predicated on fingerprint-based background checks. Your fingerprints and associated information/biometrics may be provided to the employing, investigating, or otherwise responsible agency, and/or the FBI for the purpose of comparing your fingerprints to other fingerprints in the FBI's Next Generation Identification (NGI) system or its successor systems (including civil, criminal, and latent fingerprint repositories) or other available records of the employing, investigating, or otherwise responsible agency. The FBI may retain your fingerprints and associated information/biometrics in NGI after the completion of this application and, while retained, your fingerprints may continue to be compared against other fingerprints submitted to or retained by NGI.

Routine Uses: During the processing of this application and for as long thereafter as your fingerprints and associated information/biometrics are retained in NGI, your information may be disclosed pursuant to your consent, and may be disclosed without your consent as permitted by the Privacy Act of 1974 and all applicable Routine Uses as may be published at any time in the Federal Register, including the Routine Uses for the NGI system and the FBI's Blanket Routine Uses. Routine Uses include, but are not limited to, disclosures to: employing, governmental or authorized non-governmental agencies responsible for employment, contracting, licensing, security clearances, and other suitability determinations; local, state, tribal, or federal law enforcement agencies; criminal justice agencies; and agencies responsible for national security or public safety.

Print Name: Justin F. Vary
Signature: [Handwritten Signature]

Date: 05/13/2021

2018-05 Attachment B

Date Revised: 10/15/2020

20

CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE



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Routine Uses: During the processing of this application and for as long thereafter as your fingerprints and associated information/biometrics are retained in NGI, your information may be disclosed pursuant to your consent, and may be disclosed without your consent as permitted by the Privacy Act of 1974 and all applicable Routine Uses as may be published at any time in the Federal Register, including the Routine Uses for the NGI system and the FBI's Blanket Routine Uses. Routine Uses include, but are not limited to, disclosures to: employing, governmental or authorized non-governmental agencies responsible for employment, contracting, licensing, security clearances, and other suitability determinations; local, state, tribal, or federal law enforcement agencies; criminal justice agencies; and agencies responsible for national security or public safety.

Print Name: Earl Howard Young

Date: 05-10-21

Signature: Earl Howard Young

2018-05 Attachment B

Date Revised: 10/15/2020

20

CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE

TITLE 28 CFR 16.30 THROUGH 16.34

§ 16.30 Purpose and Scope

This subpart contains the regulations of the Federal Bureau of Investigation (FBI) concerning procedures to be followed when the subject of an identification record requests production of that record to review it or to obtain a change, correction, or updating of that record.

Initial: 92ley

§ 16.31 — Definition of identification record

An FBI identification record, often referred to as a "rap sheet," is a listing of certain information taken from fingerprint submissions retained by the FBI in connection with arrests and, in some instances, includes information taken from fingerprints submitted in connection with federal employment, naturalization, or military service. The identification record includes the name of the agency or institution that submitted the fingerprints to the FBI. If the fingerprints concern a criminal offense, the identification record includes the date of arrest or the date the individual was received by the agency submitting the fingerprints, the arrest charge, and the disposition of the arrest if known to the FBI. All arrest data included in an identification record are obtained from fingerprint submissions, disposition reports, and other reports submitted by agencies having criminal justice responsibilities. Therefore, the FBI Criminal Justice Information Services Division is not the source of the arrest data reflected on an identification record.

Initial: 92ley

§ 16.32 — Procedure to obtain an identification record

The subject of an identification record may obtain a copy thereof by submitting a written request via the U.S. mails directly to the FBI, Criminal Justice Information Services (CJIS) Division, ATTN: SCU, Mod. D-2, 1000 Custer Hollow Road, Clarksburg, WV 26306. Such request must be accompanied by satisfactory proof of identity, which shall consist of name, date and place of birth and a set of rolled-in inked fingerprint impressions placed upon fingerprint cards or forms commonly utilized for applicant or law enforcement purposes by law enforcement agencies.

Initial: 92ley

§ 16.33 — Fee for production of identification record

Each written request for production of an identification record must be accompanied by a fee of \$18 in the form of a certified check or money order, payable to the Treasury of the United States. This fee is established pursuant to the provisions of 31 U.S.C. 9701 and is based upon the clerical time beyond the first quarter hour to be spent in searching for, identifying, and reproducing each identification record requested as specified in § 16.10. Any request for waiver of the fee shall accompany the original request for the identification record and shall include a claim and proof of indigency. Subject to applicable laws, regulations, and directions of the Attorney General of the United States, the Director of the FBI may from time to time determine and establish a revised fee amount to be assessed under this authority. Notice relating to revised fee amounts shall be published in the *Federal Register*.

Initial: 92ley

§ 16.34 — Procedure to obtain change, correction or updating of identification records

If, after reviewing his/her identification record, the subject thereof believes that it is incorrect or incomplete in any respect and wishes changes, corrections or updating of the alleged deficiency, he/she should make application directly to the agency which contributed the questioned 2018-05 Attachment C information. The subject of a record may also direct his/her challenge as to the accuracy or completeness of any entry on his/her record to the FBI, Criminal Justice Information Services (CJIS) Division, ATTN: SCU, Mod. D-2, 1000 Custer Hollow Road, Clarksburg, WV 26306. The FBI will then forward the challenge to the agency which submitted the data requesting that agency to verify or correct the challenged entry. Upon the receipt of an official communication directly from the agency which contributed the original information, the FBI CJIS Division will make any changes necessary in accordance with the information supplied by that agency.

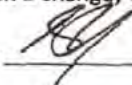
Initial: 92ley
2018-05 Attachment C

CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE

TITLE 28 CFR 16.30 THROUGH 16.34

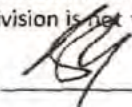
§ 16.30 Purpose and Scope

This subpart contains the regulations of the Federal Bureau of Investigation (FBI) concerning procedures to be followed when the subject of an identification record requests production of that record to review it or to obtain a change, correction, or updating of that record.

Initial: 

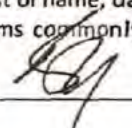
§ 16.31 — Definition of identification record

An FBI identification record, often referred to as a "rap sheet," is a listing of certain information taken from fingerprint submissions retained by the FBI in connection with arrests and, in some instances, includes information taken from fingerprints submitted in connection with federal employment, naturalization, or military service. The identification record includes the name of the agency or institution that submitted the fingerprints to the FBI. If the fingerprints concern a criminal offense, the identification record includes the date of arrest or the date the individual was received by the agency submitting the fingerprints, the arrest charge, and the disposition of the arrest if known to the FBI. All arrest data included in an identification record are obtained from fingerprint submissions, disposition reports, and other reports submitted by agencies having criminal justice responsibilities. Therefore, the FBI Criminal Justice Information Services Division is not the source of the arrest data reflected on an identification record.

Initial: 

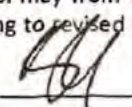
§ 16.32 — Procedure to obtain an identification record

The subject of an identification record may obtain a copy thereof by submitting a written request via the U.S. mails directly to the FBI, Criminal Justice Information Services (CJIS) Division, ATTN: SCU, Mod. D-2, 1000 Custer Hollow Road, Clarksburg, WV 26306. Such request must be accompanied by satisfactory proof of identity, which shall consist of name, date and place of birth and a set of rolled-inked fingerprint impressions placed upon fingerprint cards or forms commonly utilized for applicant or law enforcement purposes by law enforcement agencies.

Initial: 

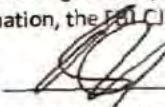
§ 16.33 — Fee for production of identification record

Each written request for production of an identification record must be accompanied by a fee of \$18 in the form of a certified check or money order, payable to the Treasury of the United States. This fee is established pursuant to the provisions of 31 U.S.C. 9701 and is based upon the clerical time beyond the first quarter hour to be spent in searching for, identifying, and reproducing each identification record requested as specified in § 16.10. Any request for waiver of the fee shall accompany the original request for the identification record and shall include a claim and proof of indigency. Subject to applicable laws, regulations, and directions of the Attorney General of the United States, the Director of the FBI may from time to time determine and establish a revised fee amount to be assessed under this authority. Notice relating to revised fee amounts shall be published in the *Federal Register*.

Initial: 

§ 16.34 — Procedure to obtain change, correction or updating of identification records

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Initial: 

2018-05 Attachment C

CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE

TITLE 28 CFR 16.30 THROUGH 16.34

§ 16.30 Purpose and Scope

This subpart contains the regulations of the Federal Bureau of Investigation (FBI) concerning procedures to be followed when the subject of an identification record requests production of that record to review it or to obtain a change, correction, or updating of that record.

Initial: 84

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An FBI identification record, often referred to as a "rap sheet," is a listing of certain information taken from fingerprint submissions retained by the FBI in connection with arrests and, in some instances, includes information taken from fingerprints submitted in connection with federal employment, naturalization, or military service. The identification record includes the name of the agency or institution that submitted the fingerprints to the FBI. If the fingerprints concern a criminal offense, the identification record includes the date of arrest or the date the individual was received by the agency submitting the fingerprints, the arrest charge, and the disposition of the arrest if known to the FBI. All arrest data included in an identification record are obtained from fingerprint submissions, disposition reports, and other reports submitted by agencies having criminal justice responsibilities. Therefore, the FBI Criminal Justice Information Services Division is not the source of the arrest data reflected on an identification record.

Initial: 84

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Initial: 84

§ 16.34 — Procedure to obtain change, correction or updating of identification records

If, after reviewing his/her identification record, the subject thereof believes that it is incorrect or incomplete in any respect and wishes changes, corrections or updating of the alleged deficiency, he/she should make application directly to the agency which contributed the questioned 2018-05 Attachment C information. The subject of a record may also direct his/her challenge as to the accuracy or completeness of any entry on his/her record to the FBI, Criminal Justice Information Services (CJIS) Division, ATTN: SCU, Mod. D-2, 1000 Custer Hollow Road, Clarksburg, WV 26306. The FBI will then forward the challenge to the agency which submitted the data requesting that agency to verify or correct the challenged entry. Upon the receipt of an official communication directly from the agency which contributed the original information, the FBI CJIS Division will make any changes necessary in accordance with the information supplied by that agency.

Initial: 84

2018-05 Attachment C

Date Revised: 5/26/2021

22

CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE



Criminal History Record Information Consent/Inquiry Form ALCOHOL LICENSE



I hereby authorize City of South Fulton Police Department to conduct an inquiry for the purpose of eligibility of my alcohol license as listed below and receive any Georgia and/or national criminal history record information as authorized by state and federal law.

Full Name (print)		<u>Stephen Talbot Young</u>	
Any other name used (i.e. maiden name)		Place of Birth	
Home Address			
Name of Business			
<u>General Wholesale Company Inc.</u>			
Address of Business			
<u>615 Stonehill Drive SW, South Fulton, GA 30336</u>			
Gender	Height	Date of Birth	Social Security Number
Race	Weight	Hair Color	Eye Color
		<u>Black</u>	<u>Brown</u>

☐ I, Stephen P. Young, give consent to the above-named entity to perform periodic criminal history background checks for the duration of my tenure as agent, licensee, or member of this establishment listed above.

☐ I, Stephen P. Young, confirm that I have received a copy of the Privacy Act Statement, Applicant's Privacy Rights and Title 28 CFR 16.30 through 16.34. I further confirm that I have read and understand these guidelines.

Signature

Date

Date of Inquiry: 8-19-22 Time of Inquiry: 10:18

Operator's Initials: TL

Purpose Code Used: (check all that apply)

☒ E- Employment
☐ J- Civilian Criminal Justice Employment (State & III Info Received)
☐ W- Working with Children
☐ Z- Sworn Criminal Justice Employment (State & III Info Received)

The inquiry resulted in the following: (check all that apply)

☒ No Criminal Record Available
☐ Criminal Record (Attached/Released)
☒ No NCIC/GCIC Warrant
☐ Possible NCIC/GCIC Warrant (List Wanting Agency Below)

Wanting Agency Name: _____

Wanting Agency Telephone Number: _____

Inv. T. Reynolds
Print Agency Designee Name and Title

8-19-22
Date

Agency Designee Signature

Date Revised: 5/25/2021

23

CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE

PRIMARY CHECKLIST FOR ATTACHMENTS

For All Alcohol License Types *Note: all requested documents should be dated no more than 30 days prior to submitting application.*

- ☐ Application Form
- ☐ Personal Statement Form for owner/licensee/agent/manager and corporate officers or major stakeholders of the business/organization with 20% or more of interest in business. (Must be a clear, current, front and back copy of identification document)
- ☐ Federal Clearance Letter for owner/licensee/agent/manager and corporate officers or major stakeholders of the business/organization with 20% or more of interest in business. (Must be a clear, current, front and back copy of identification document)
- ☐ For U.S. citizens: driver's license or state issued photo identification.
- ☐ For permanent U.S. residents: permanent U.S. resident card
- ☐ Citizenship Affidavit for Public Benefits
- ☐ E-Verify Affidavit
- ☐ Financial Affidavit Form
- ☐ Registered agent designee form with copy of registered agent's driver's license attached and complete the certificate of residency form.
- ☐ Copy of Georgia Secretary of State documents for LLCs & corporations (certificate & articles) or partnership agreement for partnerships
- ☐ Site plan (or proposed plan & specifications & building permit if not yet built)
- ☐ Certified Survey from registered land surveyor – or – professional engineer indicating distance requirements as outlined in City of South Fulton Title 16 Alcoholic Beverage Ordinance. The survey must include a certified scale drawing showing location and distance to closest school buildings, educational buildings, school grounds, colleges and/or any church buildings detailed floor plan, drawn to scale.
- ☐ Copy of occupational tax certificate from City of South Fulton
- ☐ Criminal History Record Information Consent/Inquiry Form for owner/licensee/agent/manager and corporate officers or major stakeholders of the business/organization with 20% or more of interest in business.
- ☐ Copy of Alcohol Awareness Certificate (Not Applicable to Wholesaler/Distributor applicants)
- ☐ If business sell food for consumption on premises, you must provide a copy of the Menu.

(Note: Fees will be assessed, and an invoice provided to applicant, please do not write checks or cashier checks until you receive an invoice with requisite fees.)

Additional Requirements

If the applicant is a franchise, provide everything from the Primary Checklist and:

Signed franchise agreement or contract.

If this is a change in ownership, provide everything from the Primary Checklist and:

Signed sale/purchase agreement.

If the location is a bona fide eating establishment, provide everything from the Primary Checklist and:

Copy of menu(s)

If the location is a bona fide private club, provide everything from the Primary Checklist and:

Proof of membership in the form of a list showing paid active members, copy of minutes from prior year's annual meetings, and listing of salaries for members, officers, agents or employees.

CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE

FOR POLICE LICENSE & PERMIT UNIT USE ONLY

Date Application Received

4/19/22

(This Section Must Be Date and Time Stamped)

Jacquelyn J. Bell

Print Investigator Name Receiving Application

Signature of Investigator





South Fulton Police Department

5440 Fulton Industrial Blvd · Atlanta, Georgia 30336 · 470-809-7300

Keith Meadows
Chief of Police

April 19, 2022

City of South Fulton Code Enforcement Department
ATTN: Brian Morris
brian.morris@cityofsouthfultonga.gov
5440 Fulton Industrial Blvd SW
Atlanta, GA 30336

The business listed below has applied for an Alcoholic Beverage License with the City of South Fulton. In order to proceed, the listed business must pass a Code Enforcement Inspection. Please complete the form below and return this form to the person listed below.

This business is applying for the following alcohol license(s):

- ☐ Consumption on Premises:
_____ Beer _____ Wine _____ Distilled Spirits
- ☒ Retail / Wholesale
☒ Beer ☒ Wine _____ Distilled Spirits

Business Information:

General Wholesale Company, LLC
Dba General Wholesale Company
300 Villanova Drive SW, South Fulton, GA 30336
Owner: Steve Young
Phone: [REDACTED]
Email: [REDACTED]

For Code Enforcement Use Only

Date of Inspection: 4/21/2022

- ☒ Location above MEETS ALL City of South Fulton Code Enforcement Requirements
- ☐ Location does NOT meet City of South Fulton Code Enforcement Requirements
If not, briefly explain reason: _____

Ronnie S. Caldwell
Print Name of Code Enforcement Inspector

Ronnie S. Caldwell
Code Enforcement Inspector Signature

Brian C. Morris
Print Name of Department Head

Brian C. Morris
Department Head Signature

Return form via email to: Police License and Permits @ pdlicenses@cityofsouthfultonga.gov



South Fulton Police Department

5440 Fulton Industrial Blvd · Atlanta, Georgia 30336 · 470-809-7300

Keith Meadows
Chief of Police

April 19, 2022

City of South Fulton Fire Department
ATTN: Office of the Fire Marshal
Donna.dingler@cityofsouthfultonga.gov
City of South Fulton Fire Department
5440 Fulton Industrial Blvd SW
Atlanta, GA 30336

The business listed below has applied for an Alcoholic Beverage License with the City of South Fulton. To proceed, the listed business must pass a Fire Inspection. Please complete the form below and return this form to the email listed below.

This business is applying for the following alcohol license(s):

- ☐ Consumption on Premises
____ Beer ____ Wine ____ Distilled Spirits
- ☒ Retail / Wholesale
____ Beer X Wine ____ Distilled Spirits

Business Information:

General Wholesale Company, LLC
Db a General Wholesale Company
300 Villanova Drive SW, South Fulton, GA 30336
Owner: Steve Young
Phone: [REDACTED]
Email: [REDACTED]

For Fire Use Only

Date of Inspection: 2/11/22

☒ Location above **MEETS ALL** City of South Fulton Fire Ordinance and Fire Codes

☐ Location does **NOT** meet City of South Fulton Fire Ordinance and Fire Codes

If not, briefly explain reason: _____

Andre Eberhard
Print Name of Fire Inspector

[Signature]
Fire Inspector Signature

Donna H Dingler
Print Name of Department Head

[Signature]
Department Head Signature

Return form via email to: Police Licenses and Permits @ pdlicenses@cityofsouthfultonga.gov



South Fulton Police Department

5440 Fulton Industrial Blvd - Atlanta, Georgia 30336-470-809-7300

Keith Meadows
Chief of Police

April 21, 2022

City of South Fulton Planning & Zoning Section
ATTN: Alicia Encalade
Alicia.encalade@cityofsouthfultonga.gov
5440 Fulton Industrial Blvd SW
Atlanta, GA 30336

The business listed below has applied for an Alcoholic Beverage License with the City of South Fulton. In order to proceed, the listed business must pass a Zoning Compliance Inspection. Please complete the form below and return this form to the email address listed below.

This business is applying for the following alcohol license(s):

- [] Consumption on Premises
_____ Beer _____ Wine _____ Distilled Spirits
- [X] Retail / Wholesale
_____ Beer ___X___ Wine _____ Distilled Spirits

Business Information:

General Wholesale Company, LLC
Dba General Wholesale Company
300 Villanova Drive SW, South Fulton, GA 30336
Owner: Steve Young
Phone: [REDACTED]
Email: [REDACTED]

For Planning & Zoning Use Only

Date of Compliance Inspection: 4.21.2022 Parcel ID Number: 14F0110LL0474

Location is Zoned for: M1-A; Manufacturing Alcoholic Beverages

Current/Past Use of the Property: Manufacturing, Wholesale, and/or Warehousing

[✓] Location above MEETS ALL zoning and alcohol license zoning requirements of the City of South Fulton.

[] Location above does NOT zoning and alcohol license zoning requirements of the City of South Fulton.
If not, briefly explain reason below:

Alicia Encalade
Print Name of Zoning Planner
Rebecca Keeler
Print Name of Department Head

Alicia Encalade
Zoning Planner Signature
Keith Meadows
Department Head Signature

Return form via email to: Police Licenses @ pdlicenses@cityofsouthfultonga.gov

GOVERNMENT OF THE CITY OF SOUTH FULTON

TAMMIE SADDLER JONES

CITY MANAGER



REBECCA KEEFR

INTERM DIRECTOR

Zoning Policy Brief & Impact Analysis

Steve Young

General Wholesale Company, LLC dba General Wholesale Company

300 Villanova Drive SW South Fulton GA 30336

Parcel ID: 14F0110 LL0474

Existing Zoning: M-1A (Light Industrial Park District)

Zoning Petition Number: 1968Z-107

The applicant submitted an alcohol permit application to the City of South Fulton Police Department for retail/Wholesale.

Pursuant to Georgia State Law, Zoning Proposal Review Standards are outlined in § 36-67-3. These standards mandate: in any local government which has established a planning department or other similar agency charged with the duty of reviewing zoning proposals, such planning department or other agency shall with respect to each zoning proposal investigate and make a recommendation with respect to each of the matters enumerated in this Code section, as well as carrying out any other duties with which the planning department or agency is charged by the local government. The planning department or other agency shall make a written record of its investigation and recommendations, and this record shall be a public record. The matters with which the planning department or agency shall be required to make such investigation and recommendation shall be:

(1) Whether the zoning proposal will permit a use that is suitable in view of the use and development of adjacent and nearby property;

- a. The Zoning professional found the parcel number 14F0110 LL0474; located at 300 Villanova Drive is compatible with the City's Zoning Ordinance as the existing zoning classification for the property is M-1A (Light Industrial Park District).

(2) Whether the zoning proposal will adversely affect the existing use or usability of adjacent or nearby property;

- a. The Zoning professional approved the application due to the following facts:
 - i. The applicant provided a full surveyor report from a Certified Land Surveyor with GA license number 3107
 - ii. The proposed location is **NOT** within 100 feet of any private residence, or 300 feet of a church building, or within 300 feet of a school, school grounds, college campus, or within 200 feet of any designated school bus stop for drop off or pick up of children as per survey provided by Bryan C. Long. The distance requirements in the application comply with Sec. 16-4001 of the City of South Fulton Municipal Code (Municode). - Distance from churches, schools, N/A, (please refer note below)

NOTE: According to the state law (**O.C.G.A. § 3-3-21**, attached) as well the city ordinance (Code of Ordinances TITLE 16 Alcoholic beverages page 21.h attached) the transition of ownership occurred within the 12 months.

- b. These facts compelled the zoning professional to note that this project poses **no adverse effect** to the existing use or usability of adjacent or nearby property.

(3) Whether the property to be affected by the zoning proposal has a reasonable economic use as currently zoned;

- a. The Zoning application indicates that the project has reasonable economic use as indicated by the issuance of a City of South Fulton Business License Id 2022.04.0473 that was issued to the business on 4/04/2022.

(4) Whether the zoning proposal will result in a use which will or could cause an excessive or burdensome use of existing streets, transportation facilities, utilities, or schools;

- a. The Zoning professional concluded that the use of a wholesale company is consistent with allowable uses for the site and this activity would not cause an excessive burden on existing streets, transportation facilities, utilities, or schools.

(5) If the local government has an adopted land use plan, whether the zoning proposal is in conformity with the policy and intent of the land use plan; and

- a. The Zoning Professional concluded that the project conforms with the existing conditions within the South Fulton Zoning Ordinance M-1A (Light Industrial Park District) zoning district.
- b. Art. 206.04 M-1A (Light Industrial Park District) District scope and intent. Regulations set forth in this section are the M-1A District regulations. The M-1A District is to provide locations in which neighborhood and community-oriented retail and service activities conclude a transition, or land areas which compliment a transition into a more intense activity area. Complimentary noncommercial uses are also permitted. Comprehensive Plan Land Use Map as suitable for commercial (including retail, service commercial and office) uses and in Regional Live work corridors.

(6) Whether there are other existing or changing conditions affecting the use and development of the property which give supporting grounds for either approval or disapproval of the zoning proposal.

- a. The Zoning professional found no conditions that would constitute disapproval of the proposal. As a result, the Zoning professional attested to the application for compliance and rendered a Zoning Approval pursuant to a zoning compliance inspection on April 21, 2022. The approval signature is affixed as part of the completed application.

Conclusion: The Department of Community Development and Regulatory Affairs can attest to the fact the application submitted by General Wholesale Company, LLC dba General Wholesale Company; has met the City of South Fulton requirements outlined in the alcohol permit application.

O.C.G.A. § 3-3-21

(B) Any wine or malt beverages within 100 yards of any school building, school grounds, or college campus. This subparagraph shall not apply at any location for which a license has been issued prior to July 1, 1981, nor to the

renewal of such license. Nor shall this subparagraph apply at any location for which a new license is applied for if the sale of wine and beer was lawful at such location at any time during the 12 months immediately preceding such application. Nothing in this subparagraph shall prohibit a grocery store licensed for the retail sale of only wine and malt beverages for consumption off the premises from selling wine or malt beverages within 100 yards of any school building, school grounds, or college campus, where so permitted by resolution or ordinance of the county or municipality. As used in this subparagraph, the term "grocery store" means a retail establishment which has a total retail floor space of at least 10,000 square feet of which at least 85 percent is reserved for the sale of food and other nonalcoholic items, conducts all of its sales inside the building containing its retail floor space, and meets such other criteria as may be required by the local governing authority of the county or municipality; or

TITLE 16 ALCOHOLIC BEVERAGES, CHAPTER 1. IN GENERAL

- (h) If the distance requirements are met at the time a license is issued, the subsequent opening and operation of a church, school or treatment center within the prohibited distance shall not prevent the continuance of an existing license or the issuance of a new license to a subsequent business owner; provided, however, that as to any new license, the prior license must have been lawful and validly issued at the location at any time during the 12 months immediately preceding the application for the new license.



South Fulton Police Department

5440 Fulton Industrial Blvd · Atlanta, Georgia 30336 · 470-809-7300

Keith Meadows

Chief of Police

April 19, 2022

City of South Fulton Business License

ATTN: LaShayne Taylor

Lashayne.taylor@cityofsouthfultonga.gov

5440 Fulton Industrial Blvd SW

Atlanta, GA 30336

The business listed below has applied for an Alcoholic Beverage License with the City of South Fulton. In order to proceed, the listed business must possess a current City of South Fulton Business License. Please complete this form and return to the email listed at the bottom of the form below.

This business is applying for the following alcohol license(s):

- ☐ Consumption on Premises
_____ Beer _____ Wine _____ Distilled Spirits
- ☒ Retail / Wholesale
_____ Beer ☒ Wine _____ Distilled Spirits

Business Information:

General Wholesale Company, LLC

Dbas General Wholesale Company

300 Villanova Drive SW, South Fulton, GA 30336

Owner: Steve Young

Phone: [REDACTED]

Email: [REDACTED]

For Business License Use Only

☒ Location above **HAS** a current and valid occupational tax certificate and meets all of the business and occupational tax ordinance of the City of South Fulton. A copy of the occupational tax certificate is attached.

☐ Location above does **NOT** have an occupational tax certificate with the City of South Fulton.
If additional explanation is required, briefly explain below:

LaShayne Taylor
Print Name of Business Tax Specialist

Karen Slaton-Dixon
Print Name of Department Head

[Signature]
Business Tax Specialist Signature

[Signature]
Department Head Signature

Return form via email to: Police License and Permits @ pdlicenses@cityofsouthfultonga.gov

CITY OF SOUTH FULTON - OCCUPATIONAL TAX CERTIFICATE

COSF Business License
5440 Fulton Industrial Blvd
Atlanta, GA 30331



License Id:	2022.04.0473	Issued Date:	4/4/2022
Effective Date:	01/01/2022	Expiration Date:	12/31/2022
License Type:	Wine and Distilled Alcoholic Beverage Merchant Wholesalers		

Business Name: General Wholesale Company
Business Location: 300 Villanova Drive SW, South Fulton, GA 30336

Stephen Young
615 Stonehill Drive, SW
Atlanta, Georgia, 30336

2022

NON-TRANSFERABLE

TO BE PLACED IN A CONSPICUOUS PLACE



South Fulton Police Department

5440 Fulton Industrial Blvd · Atlanta, Georgia 30336
Phone: (470) 809-7300

Keith Meadows
Chief of Police

August 2, 2022

To: ABL File
South Fulton Police Department
5440 Fulton Industrial Blvd SW
Atlanta, GA 30336

The business listed below has applied for an Alcoholic Beverage License with the City of South Fulton. In order to proceed, the listed business must pass a Background Investigation. Please complete the form below and place in file folder.

This business is applying for the following alcohol license(s):

- ☐ Consumption on Premises
_____ Beer _____ Wine _____ Distilled Spirits
- ☒ Retail / **Wholesale**
_____ X Beer _____ X Wine _____ Distilled Spirits

Business Information:

General Wholesale Company
dba General Wholesale Co.
Steve Young [REDACTED]
300 Villanova Drive
South Fulton, Ga 30336
[REDACTED]

For Law Enforcement Use Only

Date Background Investigation Completed: August 1, 2022

- ☒ The Applicant listed above has met the requirements of the background investigation.
☐ The Applicant listed above does **NOT** meet the requirements of the background investigation.

If not, briefly explain reason: _____

Jacquelyn J. Bell
Print Name of Investigator

[Signature]
Investigator Signature

Place Form in Police ABL File



South Fulton Police Department

5440 Fulton Industrial Blvd - Atlanta, Georgia 30336
Phone: (470) 809-7300

Keith Meadows
Chief of Police

April 5, 2022

Fulton County School Board
ATTN: Dondrell Haines
hainesd@fultonschools.org
Transportation Supervisor/Operations
Fulton County Schools System
55 Heath St. Fairburn, GA. 30213

The business listed below has applied for an Alcoholic Beverage License with the City of South Fulton. In order to proceed, the listed business must verify compliance of distance from the nearest school and school bus stop. Please complete the form below and return this form to the email address listed below.

This business is applying for the following alcohol license(s):

- [] Consumption on Premises
_____ Beer _____ Wine _____ Distilled Spirits
- [X] Retail
_____ Beer _____ X _____ Wine _____ Distilled Spirits

Business Information:

General Wholesale Company, LLC
Dbas General Wholesale Company
300 Villanova Drive SW, South Fulton, GA 30336
Owner: Steve Young
Phone: [REDACTED]
Email: [REDACTED]

For School Board Use Only

Date Completed: 5/2/2022

- [✓] Location above is 300 yards from nearest school ground
[✓] Location above is 200 yards from the nearest school bus stop as designated by Fulton County Board of Education.
If not, briefly explain reason: _____

Dondrell Haines
Print Name of Person Verifying Distance

Dondrell Haines
Signature

Return form via email to: pdlicenses@cityofsouthfultonga.gov

City of South Fulton
5440 Fulton Industrial Blvd SW

Atlanta, GA 30336

(470)809-7700

PAY ONLINE AT:
[HTTPS://WWW.CITYOFSOUTHFULTONGA.GOV](https://www.cityofsouthfultonga.gov)
SCROLL DOWN TO CLICK "PAY ONLINE" ICON

General Wholesale CO / Stephen
Stephen Young
300 Villanova Drive
Atlanta, GA 30336

INVOICE #

22002175

CUSTOMER ID: [REDACTED] PIN: [REDACTED]
INVOICE DATE: 01/19/22
DUE DATE:

**MAKE CHECKS PAYABLE TO:
CITY OF SOUTH FULTON**

QUANTITY/UNIT	SERVICE ID	DESCRIPTION	UNIT PRICE	AMOUNT
		Wholesale Beer License		
1.0000/1	ABLAPPL	Alcohol Lic - Application fee	300.000000	300.00
		Wholesale Beer License		
1.0000/1	ABLADV	Alcohol Lic Advertising Fee	505.000000	505.00
		Wholesale Beer License		
1.0000/1	ABLFIREI	Alcohol Fire Inspection Fee	75.000000	75.00
		Wholesale Beer License		
1.0000/1	ABLWHLBR	Alcohol Lic-Wholesale Beer	500.000000	500.00
		Wholesale Beer License		
			TOTAL DUE:	\$ 1,380.00
			Prn Payment: 01/19/22 CR	-1,380.00
			BALANCE:	\$ 0.00

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

City of South Fulton
5440 Fulton Industrial Blvd SW

Atlanta, GA 30336

General Wholesale CO / Stephen
Stephen Young
300 Villanova Drive
Atlanta, GA 30336

INVOICE #: 22002175
DESCRIPTION: Wholesale Beer License
CUSTOMER ID: [REDACTED] PIN: [REDACTED]
DUE DATE:
TOTAL DUE: \$ 0.00





**UNITED STATES DISTRICT COURT
NORTHERN DISTRICT OF GEORGIA**
2211 United States Courthouse
75 Ted Turner Drive, SW
Atlanta, GA 30303

James N. Hatten
Clerk of Court

404-215-1600

Name: STEPHEN TALBOT YOUNG

I, James N. Hatten, Clerk, United States District Court for the Northern District of Georgia, do hereby certify that I have examined the record of said court for the Atlanta Division of said district and the records do not reveal the filing of a criminal indictment or information charging an offense against the United States of America by **STEPHEN TALBOT YOUNG** within ten (10) years immediately preceding the date of this certificate.

In testimony whereof, I have hereunto set my hand and have affixed the seal of said Court, at Atlanta, Georgia, this 19th day of May, 2021.

JAMES N. HATTEN
DISTRICT COURT EXECUTIVE
CLERK OF COURT

By: 
Deputy Clerk



**UNITED STATES DISTRICT COURT
NORTHERN DISTRICT OF GEORGIA**

2211 United States Courthouse
75 Ted Turner Drive, SW
Atlanta, GA 30303

James N. Hatten
Clerk of Court

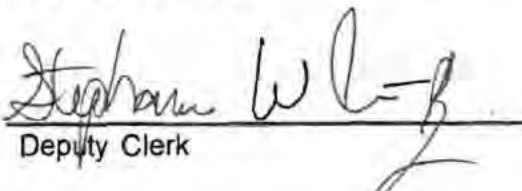
404-215-1600

Name: EARL HOWARD YOUNG

I, James N. Hatten, Clerk, United States District Court for the Northern District of Georgia, do hereby certify that I have examined the record of said court for the Atlanta Division of said district and the records do not reveal the filing of a criminal indictment or information charging an offense against the United States of America by **EARL HOWARD YOUNG** within ten (10) years immediately preceding the date of this certificate.

In testimony whereof, I have hereunto set my hand and have affixed the seal of said Court, at Atlanta, Georgia, this 19th day of May, 2021.

JAMES N. HATTEN
DISTRICT COURT EXECUTIVE
CLERK OF COURT

By: 

Deputy Clerk



**UNITED STATES DISTRICT COURT
NORTHERN DISTRICT OF GEORGIA**

2211 United States Courthouse
75 Ted Turner Drive, SW
Atlanta, GA 30303

James N. Hatten
Clerk of Court

404-215-1600

Name: WILLIAM DAVID YOUNG

I, James N. Hatten, Clerk, United States District Court for the Northern District of Georgia, do hereby certify that I have examined the record of said court for the Atlanta Division of said district and the records do not reveal the filing of a criminal indictment or information charging an offense against the United States of America by WILLIAM DAVID YOUNG within ten (10) years immediately preceding the date of this certificate.

In testimony whereof, I have hereunto set my hand and have affixed the seal of said Court, at Atlanta, Georgia, this 18th day of May, 2021.

JAMES N. HATTEN
DISTRICT COURT EXECUTIVE
CLERK OF COURT

By: 

Deputy Clerk

STATE OF GEORGIA

Secretary of State

Corporations Division

313 West Tower

2 Martin Luther King, Jr. Dr.

Atlanta, Georgia 30334-1530

ANNUAL REGISTRATION

Electronically Filed

Secretary of State

Filing Date: 1/31/2022 8:20:22 AM

BUSINESS INFORMATION

CONTROL NUMBER	J412763
BUSINESS NAME	GENERAL WHOLESALE COMPANY
BUSINESS TYPE	Domestic Profit Corporation
EFFECTIVE DATE	01/31/2022
ANNUAL REGISTRATION PERIOD	2022

PRINCIPAL OFFICE ADDRESS

ADDRESS	615 Stonehill Drive, SW, ATLANTA, GA, 30336, USA
---------	--

REGISTERED AGENT

NAME	ADDRESS	COUNTY
Young, Stephen T.	615 Stonehill Drive, SW, Atlanta, GA, 30336, USA	Fulton

OFFICERS INFORMATION

NAME	TITLE	ADDRESS
E. Young Howard	CFO	615 Stonehill Drive, SW, ATLANTA, GA, 30336, USA
Stephen T. Young	SECRETARY	615 Stonehill Drive, SW, ATLANTA, GA, 30336, USA
William D Young, Jr, D.	CEO	615 Stonehill Drive, SW, ATLANTA, GA, 30336, USA

AUTHORIZER INFORMATION

AUTHORIZER SIGNATURE	Stephen T Young
AUTHORIZER TITLE	Authorized Person

[illegible]

GENERAL NOTES

1. THE BEARING BASE FOR THIS SURVEY IS BASED ON GEORGIA ZONE WEST STATE PLANE COORDINATES.
2. THERE ARE NO OBSERVABLE EVIDENCE OF EARTH MOVING WORK, BUILDING CONSTRUCTION OR BUILDING ADDITION WITHIN RECENT MONTHS.

[illegible]

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: 6:52 p.m. Request Council Approval of an alcohol license for Crown Imports LLC, dba Crown Imports for an alcohol license for the wholesale sale of beer and distilled beverages at 105 Eagle Vista Pkwy., SW Atlanta, GA 30336

DATE: September 27, 2022

SUBJECT: 6:52 p.m. Request Council Approval of an alcohol license for Crown Imports LLC, dba Crown Imports for an alcohol license for the wholesale sale of beer and distilled beverages at 105 Eagle Vista Pkwy., SW Atlanta, GA 30336

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
Crown Imports City Council Document_Redacted	Cover Memo	9/23/2022

GOVERNMENT OF THE CITY OF SOUTH FULTON

Office of the City Manager



REVIEW AND APPROVAL ROUTING SHEET

This routing sheet has been developed to ensure that all appropriate Senior Management Team members have thoroughly reviewed, approved, and signed off on all official documents in their respective service areas prior to the City Manager's receipt for final approval and signature, as needed. Items should be routed in the following order: 1.) Originating Division and other applicable Divisions; 2.) Finance Director; 3.) Assistant City Manager; and 4.) City Manager.

Parties Consulted:

Initials

Date

☐ **City Attorney/General Counsel**

Legal issues have been addressed

☐ **Assistant City Manager**

Complies with operational processes and guidelines

☐ **Finance Director**

Funds are available and complies with fiscal guidelines

Karen Slaton-Dixon

Aug 24, 2022

☐ **Information Technology Director**

When Information Technology issues are involved

☐ **Program & Performance Manager**

Complies with Division/programmatic processes

☐ **Communications Director**

Complies with Division/programmatic processes

☐ **Parks & Recreation Director**

Complies with Division/programmatic processes

☐ **Destination South Fulton Director**

Complies with Division/programmatic processes

☐ **DCDRA Director**

Complies with Division/programmatic processes

Derek R. Hull

Derek R. Hull (Aug 30, 2022 12:47 EDT)

Aug 30, 2022

☐ **Human Resources Director**

Complies with HR policies and procedures; positions are budgeted

☐ **Public Safety**

Complies with Division/programmatic processes. Specify Fire or Police



Chad C. Jones

Keith Meadows (Aug 23, 2022 12:49 EDT)

Chad C. Jones (Aug 23, 2022 12:49 EDT)

Aug 23, 2022

Aug 23, 2022

☐ **Public Works Director**

Complies with Division/programmatic processes

☐ **Other (Clerk's Office, Municipal Court, etc.)**

Complies with Division/programmatic processes. Specify Area

Brian Morris

Aug 23, 2022

☐ **Other (Clerk's Office, Municipal Court, etc.)**

Complies with Division/programmatic processes. Specify Area

City Manager's Decision: ☐ Approved ☐ Disapproved ☐

In this section, the City Manager will sign to indicate approval of the recommended option or will provide comments to indicate pursuit of an alternate course of action.

City Manager's Comments:

City Manager's Signature

Date

5440 Fulton Industrial Blvd., SW • South Fulton, GA 30336 • Office: 470.809.7700

City of South Fulton Agenda Item Summary



City Council Meeting Date 9/13/2022		
Requesting Department Police Department		Council District(s) Affected District 1
Requested Action Approval to get on City Council Agenda for September 13, 2022 to have a public hearing and for council to vote on the request for an alcohol license for Crown Imports LLC, dba Crown Imports for an alcohol license for the wholesale sales of beer and distilled beverages at 105 Eagle Vista Pkwy sw, Atlanta, GA 30336.		
Requirements for Council Action (City specific Council policy, statute or code requirement) Pursuant to Title 16, Section-16-2020(d), Staff recommends City Council to Grant Approval.		
Summary and Background (Provide department recommendation and an executive summary of the action that gives an overview of the relevant details) The applicant for Crown Imports LLC dba Crown Imports has applied for an alcohol license for the the wholesale sales of beer and distilled beverages at 105 Eagle Vista Pkwy sw, Atlanta, GA 30336. This request is for a new license at this location. All applicable fees and inspections have been paid and passed. The owner is currently operating on a temporary license.		
Funding Source (if applicable)		
Financial Impact (if applicable) Initial Revenue is \$4,935 with an estimated annual revenue of \$4,000		
Financial Impact Statement Received Yes ☐ No ☒ Legislative Process Complete Yes ☐ No ☒		
Department Director Approval Keith Meadows (Aug 23, 2022 18:49 EDT) Chad C. Jones (Aug 23, 2022 18:51 EDT) Derek R. Hull (Aug 30, 2022 12:47 EDT) Brian Morris		Finance Director Approval Karen Slaton-Dixon
Assistant City Manager Approval 	City Attorney Approval 	City Manager Approval

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: City of South Fulton Mayor & Council

FROM: Keith Meadows, Chief of Police 
KM

DATE: August 11, 2022

SUBJECT: Request by Crown Imports LLC
Alcohol License for the wholesale sales of beer, and distilled
beverages at 105 Eagle Vista Pkwy sw, Atlanta, Ga 30336

The applicant up for Crown Imports LLC dba Crown Imports seeks an alcohol license for the wholesale sales of beer and distilled beverages at 105 Eagle Vista Pkwy sw, Atlanta, Ga 30336. This application is for a new business. All applicable fees related to obtaining an alcohol license have been paid. The owner is currently operating on a temporary license.

The application and/or location has been reviewed/inspected and approved by the following: City of South Fulton Police, Fire Department, Code Enforcement, Zoning Department, Business Licensing, and the Fulton County Board of Education.

CHIEF OF POLICE RECOMMENDATION: APPROVAL

APPLICATION INFORMATION

Applicant Information	Crown Imports 105 Eagle Vista Pkwy sw Atlanta, Ga 30349
City Council District	1
Parcel ID Number	09C160000600312
Square Footage	
Existing zoning	M-2 (Heavy Industrial)
Current/Past Use of the Property	Warehouse adding wholesale beer/distilled beverages
History	This property operates as a warehouse

Cc: Corey Adams, City Clerk

5440 Fulton Industrial Blvd., SW • South Fulton, GA 30336 • Office: 470.809.7700



INTER-OFFICE MEMORANDUM

DATE: August 11, 2022
TO: Chief K. Meadows
FROM: Jacquelyn J. Bell
SUBJECT: Staff Recommendation -Crown Imports, LLC dba Crown Imports

The applicant for Crown Imports LLC, dba Crown Imports, seeks an alcohol license for the wholesale of beer and distilled beverage at **105 Eagle Vista Pkwy, Atlanta, GA 30336**. All applicable fees have been paid related to the alcohol license.

Inspections Type	Completed	Pending	Results
Police Criminal Background	Yes		Passed
Police Call History	Yes		Passed
Code Enforcement	Yes		Passed
Fire Inspection	Yes		Passed
Zoning Dept.	Yes		Passed
Business License	Yes		Passed
F.C. School Board	Yes		Passed
F.C. Health Dept.	N/A		N/A

Application Information

Applicant: Crown Imports, LLC / Kerrick Cooper
Business Address 300 Villanova Drive, South Fulton, GA 30336
District(s): 1
Parcel ID Number: **09C160000600312**
Existing Zoning: M-2 (Heavy Industrial)
Current/Past Use of the Property: Adding wholesale to an existing warehouse
History: This request serves as the applicants first request. The property is a warehouse. The applicant also has a current business license with the City of South Fulton, have current license for this location.

Staff Recommendation: X **There is no legal reason why this license should not be granted.**

 The applicant does not meet the legal requirements.

Staff Name and Signature:

Jacquelyn J. Bell, JJBell

Police Chief Recommendation:



Approval

Denial

Signature:

Keith Meadows

Keith Meadows (Aug 23, 2022 18:49 EDT)

cc: Deputy Chief Connie Rogers
File

CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE

PERSONAL STATEMENT

INSTRUCTIONS: This personal statement must be executed, under oath, by all owner/licensee/agent and corporate officers or major stakeholders of the business/organization with 20% or more of interest in the business and the manager of any place of business applying for a license from the City of South Fulton to sell or deal in alcoholic beverages. Each question must be fully answered. If the space provided is not enough, answer the question on a separate sheet and indicate in the space provided that such separate sheet is attached.

Applicant Name in FULL (Please Print) Kerrick Howard Cooper

Home Address: [REDACTED]

Business Address: 105 Eagle Way Parkway, SW, Atlanta, GA 30336

Place of Birth [REDACTED] Date of Birth: [REDACTED] Age: 61
(City, State, Country) (Day, Month, Year)

Race: [REDACTED] Height: [REDACTED] Weight: [REDACTED] Eye Color: Blue U.S. Citizen Yes By Birth Yes

Hair Color: Brown Social Security Number: [REDACTED] Driver License Number: [REDACTED] State Issued by: GA

Have you been convicted of any federal, foreign, and/or state laws, and/or city ordinances? if so, explain below: No

List names and addresses of employers for the past three (3) years: Saddle Creek Logistics Services - 105 Eagle Vista Parkway, SW,
Atlanta, GA (03/2017 - Present)

Single Married X Widowed Divorced Separated
(If married, divorced or widowed, complete the below requested information on spouse).

Tanya Lisa Cooper Martin [REDACTED]
Full name of spouse / (Maiden Name) DOB

I, the undersigned, do solemnly swear and attest, subject to criminal penalties for false swearing, that the information provided in this Personal Statement and in any and all documents provided in support of this application are true and accurate. I further understand that any false statements provided by me or my representatives as part of this application, beyond any legal penalties, will result in the denial of the subject application.

Kerrick H. Cooper
Applicant's Printed Name

X [Signature]
Applicant's Signature

6/12/2022
Date of Application

I hereby certify that Kerrick H. Cooper signed her/his name to the foregoing application stating to me that he/she knew and understood all statements and information contained therein and, under oath actually administered by me, has sworn that said statements and information are true and correct.

This 12th day of June, 2022

Notary Public Signature: Pamela A. Allen (AFFIX SEAL)

Notary Printed Name: Pamela A. Allen



CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE

PERSONAL STATEMENT

INSTRUCTIONS: This personal statement must be executed, under oath, by all owner/licensee/agent and corporate officers or major stakeholders of the business/organization with 20% or more of interest in the business and the manager of any place of business applying for a license from the City of South Fulton to sell or deal in alcoholic beverages. Each question must be fully answered. If the space provided is not enough, answer the question on a separate sheet and indicate in the space provided that such separate sheet is attached.

Applicant Name in FULL (Please Print) Michael Sard

Home Address: [REDACTED]

Business Address: 3789 Roswell Road NE, Atlanta, GA 30342

Place of Birth [REDACTED] Date of Birth: [REDACTED] Age: 58
(City, State, Country) (Day, Month, Year)

Race: [REDACTED] Height: [REDACTED] Weight: [REDACTED] Eye Color: Green U.S. Citizen Yes By Birth Yes

Hair Color: Brown Social Security Number: [REDACTED] Driver License Number: [REDACTED] State Issued by: GA

Have you been convicted of any federal, foreign, and/or state laws, and/or city ordinances? if so, explain below: Yes
City Ordinance: Arrested in Fall of 1994 in Jefferson, GA for public intoxication. Case was dismissed. No other arrest.

List names and addresses of employers for the past three (3) years: Sard & Leff, LLC - 3789 Roswell Road NE, Atlanta, GA 30342

Single Married X Widowed Divorced Separated
(If married, divorced or widowed, complete the below requested information on spouse).

Mindi R. Sard Stolzenberg [REDACTED]
Full name of spouse / (Maiden Name) DOB

I, the undersigned, do solemnly swear and attest, subject to criminal penalties for false swearing, that the information provided in this Personal Statement and in any and all documents provided in support of this application are true and accurate. I further understand that any false statements provided by me or my representatives as part of this application, beyond any legal penalties, will result in the denial of the subject application.

Michael Sard [Signature] 04/2/22
Applicant's Printed Name Applicant's Signature Date of Application

I hereby certify that Michael Sard signed her/his name to the foregoing application stating to me that he/she knew and understood all statements and information contained therein and, under oath actually administered by me, has sworn that said statements and information are true and correct.

This 2nd day of June, 2022.

Notary Public Signature: [Signature] (AFFIX SEAL)

Notary Printed Name: Brittany Harrison



Date Revised: 1/03/2022

CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE

RESIDENCE DETERMINATION FORM

Certificate of Residence

For Retail Package Distilled Spirits Applicants Only

State of Georgia, _____ County

I, _____ Judge of the probate Court, for _____

County, Georgia, hereby certify that _____ is now and has been a Bona Fide Resident of the state of Georgia for one year, and in the county of _____ for one year immediately preceding the date of this affidavit, based upon the affidavit of applicant, and the evidence submitted therewith.

In Witness Whereof, I have hereunto set my hand and affixed the seal of said Probate Court this _____ day of _____, 20 _____.

Judge of the Probate Court

County, Georgia

Certificate of Residence

For All Other Alcoholic Beverage License Applicants

State of Georgia, _____ Fulton _____ County

I, _____ Kenya M. Johnson _____ Judge of the probate Court, for _____ Fulton

County, Georgia, hereby certify that _____ Michael Sard _____ is now and has been a Bona Fide Resident of the state of Georgia in the county of _____ Fulton _____ based upon the affidavit of applicant and the evidence submitted therewith. In Witness Whereof, I have hereunto set my hand and affixed the seal of said

Probate Court this _____ 21st _____ day of _____ June _____, 20 _____ 22 _____.

Kenya M. Johnson

Judge of the Probate Court

Fulton

County, Georgia



Coweta County
Certificate of Residence
For Alcohol License Representative

State of Georgia, Coweta County

I, **CARRIE B. MARKHAM**, Judge of the Probate Court, for Coweta County, Georgia, hereby certify that Kerrick Cooper is now, and has been a Bona Fide Resident of the State of Georgia for one (1) year in the county of Coweta for one (1) year immediately preceding the date of this affidavit of applicant, and the evidence submitted therewith. In Witness Whereof, I have hereunto set my hand and affixed the seal of said Probate Court this 10th day of June, 2022.

A handwritten signature in blue ink, appearing to read "Carrie B. Markham", is written over a horizontal line.

Honorable Carrie B. Markham
Judge of the Probate Court



CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE

Save Affidavit
Affidavit Verifying Status for City Public Benefit
Pursuant to O.C.G.A. § 50-36-1(e)(2)

By executing this affidavit under oath, as an applicant for a(n) alcohol license
[type of public benefit], as referenced in O.C.G.A. § 50-36-1, from City of South Fulton [name of
government entity], the undersigned applicant verifies one of the following with respect to my application for a
public benefit:

- 1) ☒ I am a United States citizen.
- 2) ☐ I am a legal permanent resident of the United States.
- 3) ☐ I am a qualified alien or non-immigrant under the Federal Immigration and
Nationality Act with an alien number issued by the Department of Homeland
Security or other federal immigration agency.

My alien number issued by the Department of Homeland Security or other
federal immigration agency is _____.

The undersigned applicant also hereby verifies that he or she is 18 years of age or older and has
provided at least one secure and verifiable document, as required by O.C.G.A.
§ 50-36-1(e)(1), with this affidavit.

The secure and verifiable document provided with this affidavit can best be classified as:

Driver's License

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 O.C.G.A. § 16-10-20, and face criminal penalties as allowed by
such criminal statute.

Executed in Newnan (city) GA (state)

X Kerrick H. Cooper
Signature of Applicant

Kerrick H. Cooper
Printed Name of Applicant

SUBSCRIBED AND SWORN BEFORE
ME ON THE
12th DAY OF June, 2022
Pamela A. Allen
NOTARY PUBLIC
My Commission Expires: 9/12/2024



CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE

Save Affidavit

**Affidavit Verifying Status for City Public Benefit
Pursuant to O.C.G.A. § 50-36-1(e)(2)**

By executing this affidavit under oath, as an applicant for a(n) alcohol license
[*type of public benefit*], as referenced in O.C.G.A. § 50-36-1, from City of South Fulton [*name of*
government entity], the undersigned applicant verifies one of the following with respect to my application for a
public benefit:

- 1) X I am a United States citizen.
- 2) _____ I am a legal permanent resident of the United States.
- 3) _____ I am a qualified alien or non-immigrant under the Federal Immigration and
Nationality Act with an alien number issued by the Department of Homeland
Security or other federal immigration agency.

My alien number issued by the Department of Homeland Security or other
federal immigration agency is _____.

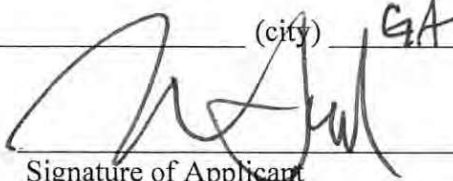
The undersigned applicant also hereby verifies that he or she is 18 years of age or older and has
provided at least one secure and verifiable document, as required by O.C.G.A.
§ 50-36-1(e)(1), with this affidavit.

The secure and verifiable document provided with this affidavit can best be classified as:

Driver's License

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 O.C.G.A. § 16 -10-20, and face criminal penalties as allowed by
such criminal statute.

Executed in Atlanta (city) GA (state)

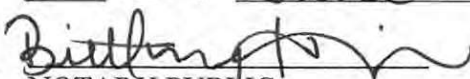

Signature of Applicant

Michael Sard
Printed Name of Applicant

SUBSCRIBED AND SWORN BEFORE

ME ON THE

2nd DAY OF June, 2022


NOTARY PUBLIC

My Commission Expires: November 2024

Date Revised: 1/03/2022



CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE

E-Verify Affidavit

Private Employer Affidavit Pursuant to O.C.G.A. § 36-60-6(d)

By executing this affidavit under oath, the undersigned private employer verifies one of the following with respect to its application for a business license, occupational tax certificate, or other document required to operate a business as referenced in O.C.G.A. § 36-60-6(d):

Section 1.

Please check only one:

- (A) _____ On January 1st of the below signed year, the individual, firm, or corporation employed more than ten (10) employees.
- (B) X On January 1st of the below signed year, the individual, firm, or corporation employed ten (10) or fewer employees.

*** If the employer selected Section 1(A), please fill out Section 2 below.

Section 2.

The employer has registered with and utilizes the federal work authorization program in accordance with the applicable provisions and deadlines established in O.C.G.A. §36-60-6. The undersigned private employer also attests that its federal work authorization user identification number and date of authorization are as follows:

Name of Private Employer

Federal Work Authorization User Identification Number

Date of Authorization

I hereby declare under penalty of perjury that the foregoing is true and correct. Executed on this day 25 of May, 2022 in Fiddletown (city), CT (state).

Chris Messina
Signature of Authorized Officer or Agent

Christopher C. Messina, Authorized Officer

Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME

ON THIS THE 25 DAY OF May, 2022

[Signature]
NOTARY PUBLIC

My Commission Expires: 12/31/2021

CHIP KEATING
NOTARY PUBLIC - CONNECTICUT
MY COMM. EXPIRES 12/31/2026

CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE



REGISTERED AGENT DESIGNEE FORM

Registered agent means that individual, who is a resident of one of the 13 metropolitan counties (Cherokee, Clayton, Cobb, Coweta, Dekalb, Douglas, Fayette, Forsyth, Fulton, Gwinnett, Henry, Paulding, and Rockdale) of Georgia and at least 21 years of age, who is designated by a Licensee/owner to receive any process, notice, or demand required or permitted by law or under this title to be served upon a licensee or owner.

The registered agent, who is designated by a licensee, must submit to a fingerprint criminal background check and complete the personal statement form. The registered agent must obtain the certificate of residency enclosed.

Name: Michael Sard
(Full Printed Name No Initials)

Sex: Male Race: [REDACTED] Date of Birth: [REDACTED]

Home Address: [REDACTED]

City: Atlanta State: GA Zip: 30324

Phone# [REDACTED]

Business Address: 3789 Roswell Road NE

City: Atlanta State: GA Zip: 30342

Phone# (770) 644-0800

I hereby certify that I agree to serve as the "registered agent" on behalf of
Crown Imports LLC *a business located at*
105 Eagle Vista Parkway SW, Atlanta, GA 30336 *City of South Fulton, Georgia.*
As registered agent, I agree to accept any process, notice or demand required or permitted by law or under the Alcoholic Beverage Code of the City of South Fulton, Georgia, to be served upon the licensee or owner. I understand that such service upon me will serve as legal notice upon the licensee or owner and that it is my responsibility to forward such service to the owner or licensee.

[Signature]
SIGNATURE OF APPLICANT

6/2/22
DATE

Michael Sard

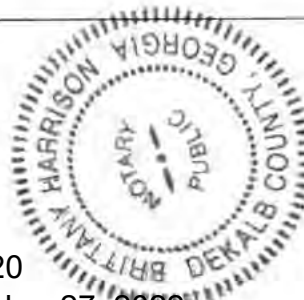
PRINTED NAME OF APPLICANT

SWORN TO AND SUBSCRIBED

BEFORE ME THIS 2nd DAY OF June 20 22

[Signature]
NOTARY PUBLIC SIGNATURE

Brittany Harrison
NOTARY PUBLIC PRINTED NAME



Date Revised: 1/03/2022

CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE

All applications must be typed or printed in black/Blue ink. Each question must be completely and correctly answered. If the space provided is not sufficient, attach additional sheets. Applications must be signed, dated, notarized, and filed with the South Fulton Police Department. All required supporting documents must be attached.

Type of License Applying For: (Check All That Apply)

☒ New License ☐ Change of Ownership ☐ New Location ☐ Other. Please Specify: _____

Please select the beverages to be sold: (Check All That Apply)

☒ BEER ☐ WINE ☒ DISTILLED SPRITS/LIQUOR

Please select ALL the categories that best describe the business for which this application is being submitted.

☐ Retail Package Store ☐ Convenience Store ☐ Growler
☐ Supermarket ☐ Gas / Drug / Dry Goods Store ☒ Wholesale

Other. Please Specify _____

1. Is applicant: [] Sole Proprietorship [] Partnership [] Corporation [X] LLC

2. Legal Name of Business: Crown Imports LLC

Operating/Trade Name of Business Crown Imports

Has location had an alcohol license within the last 12 months? [] Yes [X] No

3. Business Address: 105 Eagle Vista Parkway SW, Atlanta, GA 30330 Council District: 1
(Street Address, City, State Zip)

4. Billing Address: 207 High Point Drive, Building 100, Victor, NY 14564

5. Proposed Location Zoned: M-2

6. A. Distance from closest private residence in any direction:	<u>6,340 Feet</u>
B. Distance from closest college campus or school ground:	<u>2.8 Miles</u>
C. Distance from closest branch of any South Fulton Public library:	<u>4.0 Miles</u>
D. Distance from closest church or place of worship:	<u>2.6 Miles</u>
E. Distance from closest regular school bus stop as designated by Fulton County Board of Education for pick-up or drop-off of school children in transport to the public schools of City of South Fulton.	<u>6,440 Feet</u>

CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE

SECTION 2:

1. Full name of Applicant(Company/Corporation) Crown Imports LLC
2. Full name of Licensee: Kerrick Howard Cooper
 Licensee Social Security Number: [REDACTED]
 Date of Birth and Place of Birth: [REDACTED]
 Citizen of the USA? ☒ Yes ☐ No Alien Number: _____
 Resident of Georgia? ☒ Yes ☐ No Years 8 County Coweta
 Home Address: [REDACTED]
Newnan GA 30265
City State Zip Code
 Telephone Number: Home: [REDACTED] Business: (404) 890-1600
 Email Address: [REDACTED]
 Hours said Licensee will actively be on the premise: Monday - Friday
 List duties of Licensee: Direct all activities at location; total site responsibility

3. Full Name of Spouse, Including Maiden Name: Tanya Lisa Cooper (Martin)
 Date of Birth and Place of Birth: [REDACTED]
 Hours Spouse on Premises: 0

4. Licensee's Business interest(s), occupation(s), and employment for the past ten (10) years

COMPANY	ADDRESS (CITY & STATE)	POSITION	DATES
Saddle Creek Logistic Services	Atlanta, GA	Sr. Manager Distribution	03/2017 - Present
Badcock Furniture	LaGrange, GA	Operations Manager	07/2014 - 03/2017
Winn Dixie	Jacksonville, FL	Warehouse Manager	10/2010 - 06/2014

5. Does Licensee or any Partner(s), Corporation Officer, Principal Shareholder(s), Trustee(s), or Spouse have, within the preceding ten (10) years, any conviction for the violation of any federal, state, or Local laws, Ordinances or Regulations, or does said person have current proceeding for violation of any Federal, State or Local laws, ordinances, or regulations? ☐ Yes ☒ No
6. For the purpose of this question, the term – conviction shall include an adjudication of guilt, a plea of guilty, a plea of nolo contendere, the forfeiture of a bond or adjudication by pre-trial intervention.

PERSON CHARGED	DATE	OFFENSE	LOCATION	DISPOSITION
N/A				

CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE

7. Does Licensee or any member of the Partnership, Corporation or Stockholder currently hold an Alcohol license in the state of Georgia (including a work/server/pour permit)? ☒ Yes ☐ No
8. Has Licensee or any member of the Partnership or Corporation or Stockholder ever applied for an Alcoholic Beverage license (or work/server/pour permit) and been denied, suspended, or revoked? ☒ No ☐ Yes
If yes check which type ☐ denied ☐ suspended ☐ revoked

If yes, please check appropriate status above and explain _____

9. Full Name of Manager: Kerrick Howard Cooper
- Social Security Number of Manager: [REDACTED]
- Date of Birth and Place of Birth: [REDACTED]
- Home Address: [REDACTED]
- Telephone Number: Home: ([REDACTED]) Business: (404) 890-1600
- E-mail Address: [REDACTED]

10. Hours said manager will be on the premise: Monday - Friday
11. What is the manager's business experience? Sr. Manager Distribution
12. Has the manager worked in this or a similar capacity? ☒ Yes ☐ No
- If yes, explain: Manage warehouse operations

FINANCIAL BACKGROUND INFORMATION

13. Applicant's full name(Company/Corporation) Crown Imports LLC
- If a Corporation, Date of Incorporation: 07/26/2006 Taxpayer Id# 20-5300132

14. If a Corporation, indicate the following for all Officers, members of the Board of Directors, Trustees, and principal stockholders. If a Partnership, include all partners. (Complete all information requested for each person).

NAME	ADDRESS	DOB	SSN	POSITION	% INTEREST
Please see attached Exhibit "A"					

If operating as a partnership, submit a copy of all partnership agreements. If corporation, attach a copy of all Articles of Incorporation, By-laws, and amendments thereto.

CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE

15. State the amount and source of funds that have or will be invested by each individual who has an interest in the business. If a Corporation or Partnership, list each individual separately.

NAME	AMOUNT INVESTED	SOURCE OF FUNDS	DATES
N/A - General Operating Funds			

16. Bank accounts and assets in the name of licensee/agent and/or maintained by the licensee/agent, whether individual, partnership or corporation.

TYPE	BANK	CITY & STATE	LAST 6 OF ACCOUNT#	AMOUNT
Checking	JP Morgan Chase Bank, N.A.	New York, NY	647093	\$0.00

17. Has Licensee/Agent, Spouse or any person having an interest in the business received, directly or indirectly, any financial aid or assistance, to include land, fixtures, equipment, etc., from any manufacturer or wholesaler of alcoholic beverages? ☐ Yes ☒ No If yes, please specify.

NAME	ADDRESS	AMOUNT/ITEM	DATE

18. List any other individual(s) or firm(s) owning any interest in or receiving any funds from the operation of the business or on the premises. This includes cigarette machines, game machines, billiard tables vendors, etc.
Constellation Brands, Inc. is the ultimate parent company of Crown Imports LLC

19. List any financial interest or ownership which Licensee/Agent or any member of the partnership or corporation or stockholder presently has in any other alcoholic beverage license in the state of Georgia.

NAME	NAME AND ADDRESS OF PREMISES	POSITION	% OF INTEREST
Constellation Beers Ltd.	Baltimore, MD	Member of Crown Imports LLC	99%
Constellation Brands Beach Holdings, Inc.	Victor, NY	Member of Crown Imports LLC	1%

20. List all assets which will be used or converted for use as an investment in the business and/or all sources of funding used to capitalize and/or operate the Business. Please see response to Question No. 15.

CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE

LICENSED PREMISES

21. Do you own the property where the business is located? ☐ Yes ☒ No
If yes:
Date of Purchase: _____ Purchase Price: _____
Name of Seller: _____
22. If property is rented/leased provide owner's name and address:
Warehouse Agreement between Saddle Creek Corporation and Crown Imports LLC Payment is calculated for services performed.
Amount of rent/lease: _____ Please see Exhibit B "Fees and Charges"
Monthly _____ Annually _____ Other (specify) chart within Warehouse Agreement.
(Submit copy of signed lease agreement, deed, sublease, etc.)
23. Has a license at this location ever been denied, suspended, or revoked? ☒ No ☐ Yes
☐ denied, ☐ suspended or ☐ revoked
If yes, check the appropriate status above and explain: _____
24. Is business located in a hotel or motel? ☐ Yes ☒ No
If yes, name of Hotel or Motel _____
25. If the business is to be operated as a department inside of premises where another business is operating, give details of the existing business. Warehouse Agreement with Saddle Creek Corporation
26. What will be your business/operating hours? Monday - Friday 7:00 a.m. - 5:00 p.m.
27. Where will your trash receptacle be located? On the yard
28. What arrangements have you made for trash removal? Appointment for twice weekly to have trash dumped
29. How often will you clean your property? Daily
30. What is your plan for sanitation (clean water and sewage disposal) on the premises? Daily cleaning as part of good manufacturing processes and food defense and safety programs
31. What is your plan for unlawful conduct on the premises? Security guard on duty 24/7; visitors check in with security
32. What is your plan for fire prevention on the premises? Designated smoking access outside, no flames in operation, fire sprinklers and fire extinguisher are inspected as required
33. What type of security do you plan to have? Alarm, security cameras, security guard

CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE

34. Do you offer your employees training with respect to items covered by the alcohol code? ☐ Yes ☐ No N/A
If **yes**, what type of training and how do you plan to prevent the selling to underage consumers of alcohol and tobacco products on your premises? N/A Malt beverages and distilled spirits wholesaler
35. What type of buffering do you have, or will you provide to alleviate the effects of noise, lighting, odors, traffic, or other nuisances on surrounding properties?
Guarded and gated security; employees only on premises. Vendors and visitors are checked in by security guard
36. What plans do you have to prevent un-permitted vending on your property?
Guarded and gated security; employees only on premises. Vendors and visitors are checked in by security guard
37. Describe the traffic and pedestrian ingress and egress to/from the property and to/from any existing or proposed structure on the property. Premises is guarded and gated and required to check in with security

RETAIL PACKAGE LIQUOR LICENSE (selling liquor, beer, & wine) N/A

If you are applying for a retail package liquor license, please complete questions 45-47.
If not, write N/A and please skip ahead to question 48.

38. Do you propose to operate this store solely as a package liquor store? ☐ Yes ☐ No
39. Does the Licensee/Agent, Spouse, or any other owner(s), partner(s) or stockholders have an interest in other retail liquor stores? ☐ Yes ☐ No

NAME	NAME & LOCATION OF BUSINESS	POSITION	% INTEREST

40. Do you or your spouse or any partner or stockholder have any financial interest in any wholesale liquor business?
☐ Yes ☐ No

If yes, give details: _____

CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE

RETAIL BEER AND/OR WINE LICENSE (selling beer & wine only) N/A

If you are applying for a retail beer and/or wine license, please complete questions 48-50.
If not, please skip ahead to next page.

41. Are you (the applicant) or any member of your family, the owner, lessor, or sub-lessor of any real estate which is occupied by a retail package (liquor) store? [] Yes [] No

If yes, list locations, information as to any lease or rental agreement, amount of rent received, and to whom.

LOCATION	LEASE/RENTAL AGREEMENT INFORMATION	AMOUNT OF RENT	LESSOR

42. Are you or any member of your family the Executor, Administrator, Beneficiary or Heir of **any estate having any interest** in retail package (liquor) store? [] Yes [] No

If yes, list location(s), amount of interest and your relationship with the estate:

LOCATION(S)	% INTEREST	YOUR RELATIONSHIP TO ESTATE

43. Are you or any member of your family the beneficiary or trustee of **any trust fund having any interest** in a retail package (liquor) store? [] Yes [] No

If yes, give your position, the name of the trust and the amount of income that you receive.

POSITION	NAME OF TRUST	INCOME RECEIVED



**Criminal History Record Information Consent/Inquiry Form
ALCOHOL LICENSE**



I hereby authorize City of South Fulton Police Department to conduct an inquiry for the purpose of eligibility of my alcohol license as listed below and receive any Georgia and/or national criminal history record information as authorized by state and federal law.

Full Name (print)	Kerrick Howard Cooper		
Any other name used (i.e. maiden name)	N/A	Place of Birth Orlando, FL	
Home Address	783 White Oak Drive, Newnan, GA 30265		
Name of Business	Crown Imports LLC		
Address of Business	105 Eagle Vista Parkway, SW, Atlanta, GA 30336		
Gender Male	Height 5' 9"	Date of Birth 06/17/1960	Social Security Number 267-49-7437
Race Caucasian	Weight 178	Hair Color Brown	Eye Color Blue

☐ I, Kerrick H. Cooper, give consent to the above-named entity to perform periodic criminal history background checks for the duration of my tenure as agent, licensee, or member of this establishment listed above.

☐ I, Kerrick H. Cooper, confirm that I have received a copy of the Privacy Act Statement, Applicant's Privacy Rights and Title 28 CFR 16.30 through 16.34. I further confirm that I have read and understand these guidelines.

X [Signature]
Signature

6-15-22
Date

Date of Inquiry: 6-15-22 Time of Inquiry: 11:30 Operator's Initials: TR

Purpose Code Used: (check all that apply)

☒	E- Employment
☐	J- Civilian Criminal Justice Employment (State & III Info Received)
☐	W- Working with Children
☐	Z- Sworn Criminal Justice Employment (State & III Info Received)

The inquiry resulted in the following: (check all that apply)

☒	No Criminal Record Available
☐	Criminal Record (Attached/Released)
☒	No NCIC/GCIC Warrant
☐	Possible NCIC/GCIC Warrant (List Wanting Agency Below)

Wanting Agency Name: _____

Wanting Agency Telephone Number: _____

Inv. T. Reynolds
Print Agency Designee Name and Title

6/17/22
Date

[Signature]
Agency Designee Signature

CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE



CERTIFICATION

I have received a copy of the City of South Fulton Alcoholic Beverage Ordinance and I have read it and agree to adhere to all applicable City of South Fulton Ordinances, Georgia state laws and regulations governing the operation of establishments that serve and/or sell alcoholic beverages? ☒ Yes ☐ No

I understand it is the responsibility of the applicant/licensee/agent to ensure that all licenses to sell alcoholic beverages are renewed no later than December 15th of each year or I will have to apply for a new alcohol license. ☒ Yes ☐ No

I understand that a state alcohol license must also be obtained before any alcoholic beverage can be served or sold in the City of South Fulton, (this includes Alcoholic Beverage Manufacturers). I further understand that the state license is obtained **after** the city license is obtained and I am responsible for contacting the Georgia Department of Revenue to obtain a state alcohol license. ☒ Yes ☐ No

I understand that I am required to pay alcohol excise taxes in accordance with City of South Fulton Ordinance, Title 16 Alcoholic Beverages, and failure to pay excises taxes imposed by this ordinance will be grounds for suspension or revocation of my alcohol license. ☒ Yes ☐ No

I, the undersigned, do solemnly swear and attest, subject to criminal penalties for false swearing, that the information provided in this Application for Alcoholic Beverage Sales and Service and in any and all documents provided in support of this application are true and accurate. I further understand that any false statements provided by me or my representatives as part of this application, beyond any legal penalties, will result in the denial of the subject application.

X Kerrick H. Cooper
SIGNATURE OF APPLICANT
Kerrick H. Cooper

6/12/2022
DATE

PRINTED NAME OF APPLICANT

~For Notary~

I hereby certify that Kerrick H. Cooper signed her/his name to the foregoing application stating to me that he/she knew and understood all statements and information contained therein and, under oath actually administered by me, has sworn that said statements and information are true and correct.

SWORN TO AND SUBSCRIBED

BEFORE ME THIS 12th DAY OF June 2022

Pamela A. Allen
NOTARY PUBLIC SIGNATURE

Pamela A. Allen
NOTARY PUBLIC PRINTED NAME





APPLICANT PRIVACY RIGHTS

As an applicant that is the subject of a Georgia only or a Georgia and Federal Bureau of Investigation (FBI) national fingerprint/biometric-based criminal history record check for a non-criminal justice purpose (such as an application for a job or license, immigration or naturalization, security clearance, or adoption), you have certain rights which are discussed below.

- You must be provided written notification that your fingerprints/biometrics will be used to check the criminal history records maintained by the Georgia Crime Information Center (GCIC) and the FBI, when a federal record check is so authorized.
- If your fingerprints/biometrics are used to conduct a FBI national criminal history check, you are provided a copy of the Privacy Act Statement that would normally appear on the FBI fingerprint card.
- If you have a criminal history record, the agency making a determination of your suitability for the job, license, or other benefit must provide you the opportunity to complete or challenge the accuracy of the information in the record.
- The agency must advise you of the procedures for changing, correcting, or updating your criminal history record as set forth in Title 28, Code of Federal Regulations (CFR), Section 16.34.
- If you have a Georgia or FBI criminal history record, you should be afforded a reasonable amount of time to correct or complete the record (or decline to do so) before the agency denies you the job, license or other benefit based on information in the criminal history record.
- In the event an adverse employment or licensing decision is made, you must be informed of all information pertinent to that decision to include the contents of the record and the effect the record had upon the decision. Failure to provide all such information to the person subject to the adverse decision shall be a misdemeanor [O.C.G.A. § 35-3-34(b) and §35-3-35(b)].

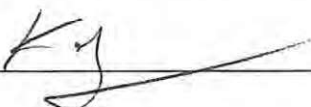
You have the right to expect the agency receiving the results of the criminal history record check will use it only for authorized purposes and will not retain or disseminate it in violation of state and/or federal statute, regulation or executive order, or rule, procedure or standard established by the National Crime Prevention and Privacy Compact Council.

If the employment/licensing agency policy permits, the agency may provide you with a copy of your Georgia or FBI criminal history record for review and possible challenge. If agency policy does not permit it to provide you a copy of the record, information regarding how to obtain a copy of your Georgia, FBI or other state criminal history may be obtained at the GBI website (<http://gbi.georgia.gov/obtaining-criminal-history-record-information>).

If you decide to challenge the accuracy or completeness of your Georgia or FBI criminal history record, you should send your challenge to the agency that contributed the questioned information. Alternatively, you may send your challenge directly to GCIC provided the disputed arrest occurred in Georgia. Instructions to dispute the accuracy of your criminal history can be obtained at the GBI website (<http://gbi.georgia.gov/obtaining-criminal-history-record-information>).

Print Name: Kerrick H. Cooper

Date: 6/12/2022

Signature: X 



PRIVACY ACT STATEMENT

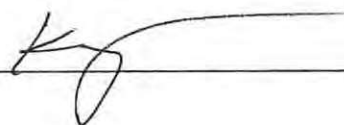
Authority: The FBI's acquisition, preservation, and exchange of fingerprints and associated information is generally authorized under 28 U.S.C. 534. Depending on the nature of your application, supplemental authorities include Federal statutes, State statutes pursuant to Pub. L. 92-544, Presidential Executive Orders, and federal regulations. Providing your fingerprints and associated information is voluntary; however, failure to do so may affect completion or approval of your application.

Principal Purpose: Certain determinations, such as employment, licensing, and security clearances, may be predicated on fingerprint-based background checks. Your fingerprints and associated information/biometrics may be provided to the employing, investigating, or otherwise responsible agency, and/or the FBI for the purpose of comparing your fingerprints to other fingerprints in the FBI's Next Generation Identification (NGI) system or its successor systems (including civil, criminal, and latent fingerprint repositories) or other available records of the employing, investigating, or otherwise responsible agency. The FBI may retain your fingerprints and associated information/biometrics in NGI after the completion of this application and, while retained, your fingerprints may continue to be compared against other fingerprints submitted to or retained by NGI.

Routine Uses: During the processing of this application and for as long thereafter as your fingerprints and associated information/biometrics are retained in NGI, your information may be disclosed pursuant to your consent, and may be disclosed without your consent as permitted by the Privacy Act of 1974 and all applicable Routine Uses as may be published at any time in the Federal Register, including the Routine Uses for the NGI system and the FBI's Blanket Routine Uses. Routine Uses include, but are not limited to, disclosures to: employing, governmental or authorized non-governmental agencies responsible for employment, contracting, licensing, security clearances, and other suitability determinations; local, state, tribal, or federal law enforcement agencies; criminal justice agencies; and agencies responsible for national security or public safety.

Print Name: Kerrick H. Cooper

Date: 6/12/2022

Signature: X 

TITLE 28 CFR 16.30 THROUGH 16.34

§ 16.30 Purpose and Scope

This subpart contains the regulations of the Federal Bureau of Investigation (FBI) concerning procedures to be followed when the subject of an identification record requests production of that record to review it or to obtain a change, correction, or updating of that record.

Initial: KC

§ 16.31 — Definition of identification record

An FBI identification record, often referred to as a "rap sheet," is a listing of certain information taken from fingerprint submissions retained by the FBI in connection with arrests and, in some instances, includes information taken from fingerprints submitted in connection with federal employment, naturalization, or military service. The identification record includes the name of the agency or institution that submitted the fingerprints to the FBI. If the fingerprints concern a criminal offense, the identification record includes the date of arrest or the date the individual was received by the agency submitting the fingerprints, the arrest charge, and the disposition of the arrest if known to the FBI. All arrest data included in an identification record are obtained from fingerprint submissions, disposition reports, and other reports submitted by agencies having criminal justice responsibilities. Therefore, the FBI Criminal Justice Information Services Division is not the source of the arrest data reflected on an identification record.

Initial: KC

§ 16.32 — Procedure to obtain an identification record

The subject of an identification record may obtain a copy thereof by submitting a written request via the U.S. mails directly to the FBI, Criminal Justice Information Services (CJIS) Division, ATTN: SCU, Mod. D-2, 1000 Custer Hollow Road, Clarksburg, WV 26306. Such request must be accompanied by satisfactory proof of identity, which shall consist of name, date and place of birth and a set of rolled-inked fingerprint impressions placed upon fingerprint cards or forms commonly utilized for applicant or law enforcement purposes by law enforcement agencies.

Initial: KC

§ 16.33 — Fee for production of identification record

Each written request for production of an identification record must be accompanied by a fee of \$18 in the form of a certified check or money order, payable to the Treasury of the United States. This fee is established pursuant to the provisions of 31 U.S.C. 9701 and is based upon the clerical time beyond the first quarter hour to be spent in searching for, identifying, and reproducing each identification record requested as specified in § 16.10. Any request for waiver of the fee shall accompany the original request for the identification record and shall include a claim and proof of indigency. Subject to applicable laws, regulations, and directions of the Attorney General of the United States, the Director of the FBI may from time to time determine and establish a revised fee amount to be assessed under this authority. Notice relating to revised fee amounts shall be published in the *Federal Register*.

Initial: KC

§ 16.34 — Procedure to obtain change, correction or updating of identification records

If, after reviewing his/her identification record, the subject thereof believes that it is incorrect or incomplete in any respect and wishes changes, corrections or updating of the alleged deficiency, he/she should make application directly to the agency which contributed the questioned 2018-05 Attachment C information. The subject of a record may also direct his/her challenge as to the accuracy or completeness of any entry on his/her record to the FBI, Criminal Justice Information Services (CJIS) Division, ATTN: SCU, Mod. D-2, 1000 Custer Hollow Road, Clarksburg, WV 26306. The FBI will then forward the challenge to the agency which submitted the data requesting that agency to verify or correct the challenged entry. Upon the receipt of an official communication directly from the agency which contributed the original information, the FBI CJIS Division will make any changes necessary in accordance with the information supplied by that agency.

Initial: KC



APPLICANT PRIVACY RIGHTS

As an applicant that is the subject of a Georgia only or a Georgia and Federal Bureau of Investigation (FBI) national fingerprint/biometric-based criminal history record check for a non-criminal justice purpose (such as an application for a job or license, immigration or naturalization, security clearance, or adoption), you have certain rights which are discussed below.

- You must be provided written notification that your fingerprints/biometrics will be used to check the criminal history records maintained by the Georgia Crime Information Center (GCIC) and the FBI, when a federal record check is so authorized.
- If your fingerprints/biometrics are used to conduct a FBI national criminal history check, you are provided a copy of the Privacy Act Statement that would normally appear on the FBI fingerprint card.
- If you have a criminal history record, the agency making a determination of your suitability for the job, license, or other benefit must provide you the opportunity to complete or challenge the accuracy of the information in the record.
- The agency must advise you of the procedures for changing, correcting, or updating your criminal history record as set forth in Title 28, Code of Federal Regulations (CFR), Section 16.34.
- If you have a Georgia or FBI criminal history record, you should be afforded a reasonable amount of time to correct or complete the record (or decline to do so) before the agency denies you the job, license or other benefit based on information in the criminal history record.
- In the event an adverse employment or licensing decision is made, you must be informed of all information pertinent to that decision to include the contents of the record and the effect the record had upon the decision. Failure to provide all such information to the person subject to the adverse decision shall be a misdemeanor [O.C.G.A. § 35-3-34(b) and §35-3-35(b)].

You have the right to expect the agency receiving the results of the criminal history record check will use it only for authorized purposes and will not retain or disseminate it in violation of state and/or federal statute, regulation or executive order, or rule, procedure or standard established by the National Crime Prevention and Privacy Compact Council.

If the employment/licensing agency policy permits, the agency may provide you with a copy of your Georgia or FBI criminal history record for review and possible challenge. If agency policy does not permit it to provide you a copy of the record, information regarding how to obtain a copy of your Georgia, FBI or other state criminal history may be obtained at the GBI website (<http://gbi.georgia.gov/obtaining-criminal-history-record-information>).

If you decide to challenge the accuracy or completeness of your Georgia or FBI criminal history record, you should send your challenge to the agency that contributed the questioned information. Alternatively, you may send your challenge directly to GCIC provided the disputed arrest occurred in Georgia. Instructions to dispute the accuracy of your criminal history can be obtained at the GBI website (<http://gbi.georgia.gov/obtaining-criminal-history-record-information>).

Print Name: Michael Sard

Date: 8/23/22

Signature: _____



PRIVACY ACT STATEMENT

Authority: The FBI's acquisition, preservation, and exchange of fingerprints and associated information is generally authorized under 28 U.S.C. 534. Depending on the nature of your application, supplemental authorities include Federal statutes, State statutes pursuant to Pub. L. 92-544, Presidential Executive Orders, and federal regulations. Providing your fingerprints and associated information is voluntary; however, failure to do so may affect completion or approval of your application.

Principal Purpose: Certain determinations, such as employment, licensing, and security clearances, may be predicated on fingerprint-based background checks. Your fingerprints and associated information/biometrics may be provided to the employing, investigating, or otherwise responsible agency, and/or the FBI for the purpose of comparing your fingerprints to other fingerprints in the FBI's Next Generation Identification (NGI) system or its successor systems (including civil, criminal, and latent fingerprint repositories) or other available records of the employing, investigating, or otherwise responsible agency. The FBI may retain your fingerprints and associated information/biometrics in NGI after the completion of this application and, while retained, your fingerprints may continue to be compared against other fingerprints submitted to or retained by NGI.

Routine Uses: During the processing of this application and for as long thereafter as your fingerprints and associated information/biometrics are retained in NGI, your information may be disclosed pursuant to your consent, and may be disclosed without your consent as permitted by the Privacy Act of 1974 and all applicable Routine Uses as may be published at any time in the Federal Register, including the Routine Uses for the NGI system and the FBI's Blanket Routine Uses. Routine Uses include, but are not limited to, disclosures to: employing, governmental or authorized non-governmental agencies responsible for employment, contracting, licensing, security clearances, and other suitability determinations; local, state, tribal, or federal law enforcement agencies; criminal justice agencies; and agencies responsible for national security or public safety.

Print Name: Michael Sard

Date: 8/23/22

Signature: 

PRIMARY CHECKLIST FOR ATTACHMENTS

For All Alcohol License Types Note: all requested documents should be dated no more than 30 days prior to submitting application.

- ☐ Application Form
- ☐ Personal Statement Form for owner/licensee/agent/manager and corporate officers or major stakeholders of the business/organization with 20% or more of interest in business. (Must be a clear, current, front and back copy of identification document)
- ☐ Federal Clearance Letter for owner/licensee/agent/manager and corporate officers or major stakeholders of the business/organization with 20% or more of interest in business. (Must be a clear, current, front and back copy of identification document)
- ☐ For U.S. citizens: driver's license or state issued photo identification.
- ☐ For permanent U.S. residents: permanent U.S. resident card
- ☐ Citizenship Affidavit for Public Benefits
- ☐ E-Verify Affidavit
- ☐ Financial Affidavit Form
- ☐ Registered agent designee form with copy of registered agent's driver's license attached and complete the certificate of residency form.
- ☐ Copy of Georgia Secretary of State documents for LLCs & corporations (certificate & articles) or partnership agreement for partnerships
- ☐ Site plan (or proposed plan & specifications & building permit if not yet built)
- ☐ Certified Survey from registered land surveyor – or – professional engineer indicating distance requirements as outlined in City of South Fulton Title 16 Alcoholic Beverage Ordinance. The survey must include a certified scale drawing showing location and distance to closest school buildings, educational buildings, school grounds, colleges and/or any church buildings detailed floor plan, drawn to scale.
- ☐ Copy of occupational tax certificate from City of South Fulton
- ☐ Criminal History Record Information Consent/Inquiry Form for owner/licensee/agent/manager and corporate officers or major stakeholders of the business/organization with 20% or more of interest in business.
- ☐ Copy of Alcohol Awareness Certificate (Not Applicable to Wholesaler/Distributor applicants)
- ☐ If business sell food for consumption on premises, you must provide a copy of the Menu.

(Note: Fees will be assessed, and an invoice provided to applicant, please do not write checks or cashier checks until you receive an invoice with requisite fees.)

Additional Requirements

If the applicant is a franchise, provide everything from the Primary Checklist and:

Signed franchise agreement or contract.

If this is a change in ownership, provide everything from the Primary Checklist and:

Signed sale/purchase agreement.

If the location is a bona fide eating establishment, provide everything from the Primary Checklist and:

Copy of menu(s)

If the location is a bona fide private club, provide everything from the Primary Checklist and:

Proof of membership in the form of a list showing paid active members, copy of minutes from prior year's annual meetings, and listing of salaries for members, officers, agents or employees.

FOR POLICE LICENSE & PERMIT UNIT USE ONLY

Date Application Received

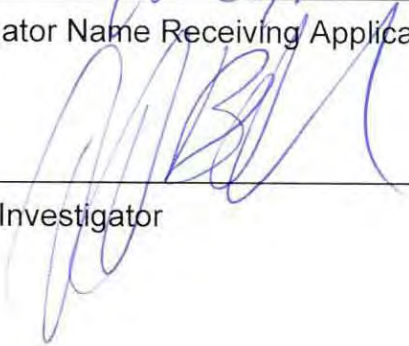
6/17/22

(This Section Must Be Date and Time Stamped)

Jacquelyn J. Bell

Print Investigator Name Receiving Application

Signature of Investigator





South Fulton Police Department

5440 Fulton Industrial Blvd · Atlanta, Georgia · 30336-470-809-7300

Keith Meadows
Chief of Police

June 21, 2022

City of South Fulton Code Enforcement Department
ATTN: Brian Morris
brian.morris@cityofsouthfultonga.gov
5440 Fulton Industrial Blvd SW
Atlanta, GA 30336

The business listed below has applied for an Alcoholic Beverage License with the City of South Fulton. In order to proceed, the listed business must pass a Code Enforcement Inspection. Please complete the form below and return this form to the person listed below.

This business is applying for the following alcohol license(s):

- ☐ Consumption on Premises:
_____ Beer _____ Wine _____ Distilled Spirits
- ☒ Wholesale
X Beer _____ Wine _____X_ Distilled Spirits

Business Information:

Crown Imports LLC dba Crown Imports
105 Eagle Vista Pkwy sw
Atlanta, GA 30330
Kerrick Cooper
[REDACTED]

For Code Enforcement Use Only

Date of Inspection: 6/22/22

- ☒ Location above MEETS ALL City of South Fulton Code Enforcement Requirements
- ☐ Location does NOT meet City of South Fulton Code Enforcement Requirements
If not, briefly explain reason: _____

Paul Muhammad
Print Name of Code Enforcement Inspector

[Signature]
Code Enforcement Inspector Signature

Brian C. Morris
Print Name of Department Head

Brian C. Morris
Department Head Signature

Return form via email to: Police License and Permits @ pdlicenses@cityofsouthfultonga.gov



South Fulton Police Department

5440 Fulton Industrial Blvd · Atlanta, Georgia 30336 · 470-809-7300

Keith Meadows
Chief of Police

June 21, 2022

City of South Fulton Planning & Zoning Section
ATTN: Alicia Encalade
Alicia.encalade@cityofsouthfultonga.gov
5440 Fulton Industrial Blvd SW
Atlanta, GA 30336

The business listed below has applied for an Alcoholic Beverage License with the City of South Fulton. In order to proceed, the listed business must pass a Zoning Compliance Inspection. Please complete the form below and return this form to the email address listed below.

This business is applying for the following alcohol license(s):

- [] Consumption on Premises
_____ Beer _____ Wine _____ Distilled Spirits
- [X] Wholesale
___X___ Beer _____ Wine ___X___ Distilled Spirits

Business Information:

Crown Imports LLC dba Crown Imports
105 Eagle Vista Pkwy sw
Atlanta, GA 30336
Kerrick Cooper

For Planning & Zoning Use Only

Date of Compliance Inspection: 8.3.2022 Parcel ID Number: 09C110000400312

Location is Zoned for: M-2, Heavy Industrial

Current/Past Use of the Property: Heavy Industrial / Warehouse

[☒] Location above **MEETS ALL** zoning and alcohol license zoning requirements of the City of South Fulton.

[] Location above does **NOT** zoning and alcohol license zoning requirements of the City of South Fulton.
If not, briefly explain reason below:

Alicia Encalade

Print Name of Zoning Planner

Derek Hull

Print Name of Department Head

Alicia Encalade

Zoning Planner Signature

Derek R. Hull

Department Head Signature

Return form via email to: Police Licenses @ pdlicenses@cityofsouthfultonga.gov

GOVERNMENT OF THE CITY OF SOUTH FULTON

TAMMIE SADDLER JONES
CITY MANAGER



DEREK R. HULL
CDRA DIRECTOR

Zoning Policy Brief & Impact Analysis

Kerrick Cooper
Crown Imports LLC dba Crown Imports
105 Eagle Vista Pkwy SW
Parcel ID: 09C160000600312
Existing Zoning: M-2 (Heavy Industrial)
Zoning Petition Number: 1961Z -0008

The applicant submitted an alcohol permit application to the City of South Fulton Police Department for Wholesale of beer and distilled spirits.

Pursuant to Georgia State Law, Zoning Proposal Review Standards are outlined in § 36-67-3. These standards mandate: in any local government which has established a planning department or other similar agency charged with the duty of reviewing zoning proposals, such planning department or other agency shall with respect to each zoning proposal investigate and make a recommendation with respect to each of the matters enumerated in this Code section, as well as carrying out any other duties with which the planning department or agency is charged by the local government. The planning department or other agency shall make a written record of its investigation and recommendations, and this record shall be a public record. The matters with which the planning department or agency shall be required to make such investigation and recommendation shall be:

(1) Whether the zoning proposal will permit a use that is suitable in view of the use and development of adjacent and nearby property;

- a. The Zoning professional found the parcel number 09C160000600312; located at 105 Eagle Vista Pkwy is compatible with the City's Zoning Ordinance as the existing zoning classification for the property is M-2 (Heavy Industrial).

(2) Whether the zoning proposal will adversely affect the existing use or usability of adjacent or nearby property;

- a. The Zoning professional approved the application due to the following facts:
 - i. The applicant provided a full surveyor report from a Certified Land Surveyor with GA license number N/A
 - ii. The proposed location is **NOT** within 100 feet of any private residence, or 300 feet of a church building, or within 300 feet of a school, school grounds, college campus, or within 200 feet of any designated school bus stop for drop off or pick up of children as per survey provided by Bryan C. Long. The distance requirements in the application comply with [Sec. 16-4001](#) of the City of South Fulton Municipal Code (Municode). - Distance from churches, ,_N/A___, (please refer note below)

NOTE: According to the state law (**O.C.G.A. § 3-3-21**, attached) as well the city ordinance (Code of Ordinances TITLE 16 Alcoholic beverages page 21.h attached) the transition of ownership occurred within the 12 months.

- b. These facts compelled the zoning professional to note that this project poses **no adverse effect** to the existing use or usability of adjacent or nearby property.

(3) Whether the property to be affected by the zoning proposal has a reasonable economic use as currently zoned;

- a. The Zoning application indicates that the project has reasonable economic use as indicated by the issuance of a City of South Fulton Business License Id 2022.08.1074 that was issued to the business on 8/01/2022.

(4) Whether the zoning proposal will result in a use which will or could cause an excessive or burdensome use of existing streets, transportation facilities, utilities, or schools;

- a. The Zoning professional concluded that the use of a wholesale company is consistent with allowable uses for the site and this activity would not cause an excessive burden on existing streets, transportation facilities, utilities, or schools.

(5) If the local government has an adopted land use plan, whether the zoning proposal is in conformity with the policy and intent of the land use plan; and

- a. The Zoning Professional concluded that the project conforms with the existing conditions within the South Fulton Zoning Ordinance M-2 (Heavy Industrial) zoning district.
- b. Art. 206.06 M-2 (Heavy Industrial) District scope and intent. Regulations set forth in this section are the M-2 District regulations. The M-2 District is to provide locations for a full range of manufacturing, fabricating, processing, distributing, research, office associated with industrial use, extraction, and terminal and warehousing uses

(6) Whether there are other existing or changing conditions affecting the use and development of the property which give supporting grounds for either approval or disapproval of the zoning proposal.

- a. The Zoning professional found no conditions that would constitute disapproval of the proposal. As a result, the Zoning professional attested to the application for compliance and rendered a Zoning Approval pursuant to a zoning compliance inspection on August 3, 2022. The approval signature is affixed as part of the completed application.

Conclusion: The Department of Community Development and Regulatory Affairs can attest to the fact the application submitted by Crown Imports, LLC, dba, Crown Imports; has met the City of South Fulton requirements outlined in the alcohol permit application.

O.C.G.A. § 3-3-21

(B) Any wine or malt beverages within 100 yards of any school building, school grounds, or college campus. This subparagraph shall not apply at any location for which a license has been issued prior to July 1, 1981, nor to the renewal of such license. Nor shall this subparagraph apply at any location for which a new license is applied for if the sale of wine and beer was lawful at such location at any time during the 12 months immediately preceding such application. Nothing in this subparagraph shall prohibit a grocery store licensed for the retail sale of only wine and malt beverages for consumption off the premises from selling wine or malt beverages within 100 yards of any school building, school grounds, or college campus, where so permitted by resolution or ordinance of the county or municipality. As used in this subparagraph, the term "grocery store" means a retail establishment which has a total retail floor space of at least 10,000 square feet of which at least 85 percent is reserved for the sale of food and other

nonalcoholic items, conducts all of its sales inside the building containing its retail floor space, and meets such other criteria as may be required by the local governing authority of the county or municipality; or

TITLE 16 ALCOHOLIC BEVERAGES, CHAPTER 1. IN GENERAL

- (h) If the distance requirements are met at the time a license is issued, the subsequent opening and operation of a church, school or treatment center within the prohibited distance shall not prevent the continuance of an existing license or the issuance of a new license to a subsequent business owner; provided, however, that as to any new license, the prior license must have been lawful and validly issued at the location at any time during the 12 months immediately preceding the application for the new license.



South Fulton Police Department

5440 Fulton Industrial Blvd · Atlanta, Georgia 30336-470-809-7300

Keith Meadows

Chief of Police

June 21, 2022

City of South Fulton Business License

ATTN: LaShayne Taylor

Lashayne.taylor@cityofsouthfultonga.gov

5440 Fulton Industrial Blvd SW

Atlanta, GA 30336

The business listed below has applied for an Alcoholic Beverage License with the City of South Fulton. In order to proceed, the listed business must possess a current City of South Fulton Business License. Please complete this form and return to the email listed at the bottom of the form below.

This business is applying for the following alcohol license(s):

- [] Consumption on Premises
____ Beer ____ Wine ____ Distilled Spirits
- [X] Wholesale
____ X ____ Beer ____ Wine ____ X ____ Distilled Spirits

Business Information:

Crown Imports LLC dba Crown Imports

105 Eagle Vista Pkwy sw

Atlanta, GA 30330

Kerrick Cooper

For Business License Use Only

☒ Location above **HAS** a current and valid occupational tax certificate and meets all of the business and occupational tax ordinance of the City of South Fulton. **A copy of the occupational tax certificate is attached.**

[] Location above does **NOT** have an occupational tax certificate with the City of South Fulton.
If additional explanation is required, briefly explain below:

LaShayne Taylor
Print Name of Business Tax Specialist

Karen Slater-Dixon
Print Name of Department Head

LaShayne Taylor
Business Tax Specialist Signature

Karen Slater-Dixon
Department Head Signature

Return form via email to: Police License and Permits @ pdlicenses@cityofsouthfultonga.gov

CITY OF SOUTH FULTON - OCCUPATIONAL TAX CERTIFICATE

COSF Business License
5440 Fulton Industrial Blvd
Atlanta, GA 30331

License Id: 2022.08.1074
Effective Date: 01/01/2022
License Type: Wine and Distilled Alcoholic Beverage Merchant Wholesalers

Issued Date: 8/1/2022
Expiration Date: 12/31/2022



Business Name: Crown Imports LLC
Business Location: 105 Eagle Vista Parkway SW, South Fulton, GA 30336

Christopher Messina
207 High Point Drive
Victor, New York, 14564

2022

NON-TRANSFERABLE

TO BE PLACED IN A CONSPICUOUS PLACE



South Fulton Police Department

5440 Fulton Industrial Blvd · Atlanta, Georgia 30336
Phone: (470) 809-7300

Keith Meadows
Chief of Police

June 21, 2022

To: ABL File
South Fulton Police Department
5440 Fulton Industrial Blvd SW
Atlanta, GA 30336

The business listed below has applied for an Alcoholic Beverage License with the City of South Fulton. In order to proceed, the listed business must pass a Background Investigation. Please complete the form below and place in file folder.

This business is applying for the following alcohol license(s):

- [] Consumption on Premises
_____ Beer _____ Wine _____ Distilled Spirits
- [X] Retail / **Wholesale**
X Beer _____ Wine _X_ Distilled Spirits

Business Information:

Crown Imports LLC dba Crown Imports
105 Eagle Vista Pkwy sw
Atlanta, GA 30330
Kerrick Cooper



For Law Enforcement Use Only

Date Background Investigation Completed: 7/11/22

- [X] The Applicant listed above has met the requirements of the background investigation.
[] The Applicant listed above does **NOT** meet the requirements of the background investigation.

If not, briefly explain reason: _____

Jacquelyn J. Bell
Print Name of Investigator

[Signature]
Investigator Signature

Place Form in Police ABL File

COMMUNICATIONS

Call Time	Event ID	Rpt #	Street	Nature	Addition
07/02/2021 15	2021220274	2021009051	105 EAGLE VISTA PKWY S	41 AUTOMOBILE A	
07/02/2021 15	2021220302		105 EAGLE VISTA PKWY S		DIST: 24
07/11/2021 09	2021230774		105 EAGLE VISTA PKWY S	2 ALARM (RECEIV	
07/11/2021 12	2021230938	2021013624	105 EAGLE VISTA PKWY S	BREAT6DE	
07/11/2021 12	2021230939	2021010454	105 EAGLE VISTA PKWY S	MEDICAL CALL /	
07/11/2021 12	2021230940		105 EAGLE VISTA PKWY S	BREAT6DE	
08/01/2021 06	2021257009		105 EAGLE VISTA PKWY S	2 ALARM (RECEIV	SADDLE C
08/04/2021 08	2021260732		105 EAGLE VISTA PKWY S	29 FIGHT OR DOM	DIST: 13
08/07/2021 12	2021265348	2021011053	105 EAGLE VISTA PKWY S	41 AUTOMOBILE A	DIST: 48
08/20/2021 11	2021282932	2021016838	105 EAGLE VISTA PKWY S	DIABE13C	DIST: 15
08/20/2021 11	2021282933	2021013042	105 EAGLE VISTA PKWY S	MEDICAL CALL /	DIST: 15
08/20/2021 11	2021282934		105 EAGLE VISTA PKWY S	DIABE13C	DIST: 15
08/31/2021 11	2021296971		105 EAGLE VISTA PKWY S	2 ALARM (RECEIV	
09/24/2021 19	2021327909		105 EAGLE VISTA PKWY S	37 ILLEGAL PARK	DIST: 54



South Fulton Police Department

5440 Fulton Industrial Blvd · Atlanta, Georgia 30336
Phone: (470) 809-7300

Keith Meadows
Chief of Police

June 21, 2022

Fulton County School Board
ATTN: Dondrell Haines
hainesd@fultonschools.org
Transportation Supervisor/Operations
Fulton County Schools System
55 Heath St. Fairburn, GA. 30213

The business listed below has applied for an Alcoholic Beverage License with the City of South Fulton. In order to proceed, the listed business must verify compliance of distance from the nearest school and school bus stop. Please complete the form below and return this form to the email address listed below.

This business is applying for the following alcohol license(s):

- [] Consumption on Premises
_____ Beer _____ Wine _____ Distilled Spirits
- [X] Wholesale
___X___ Beer _____ Wine _____X___ Distilled Spirits

Business Information:

Crown Imports LLC dba Crown Imports
105 Eagle Vista Pkwy sw
Atlanta, GA 30330
Kerrick Cooper
[REDACTED]

For School Board Use Only

Date Completed: 6/21/2022

- [✓] Location above is 300 yards from nearest school ground
[✓] Location above is 200 yards from the nearest school bus stop as designated by Fulton County Board of Education.
If not, briefly explain reason: _____

Dondrell Haines
Print Name of Person Verifying Distance

Dondrell Haines
Signature

Return form via email to: pdlicenses@cityofsouthfultonga.gov



South Fulton Police Department

5440 Fulton Industrial Blvd · Atlanta, Georgia 30336 · 470-809-7300

Keith Meadows
Chief of Police

June 21, 2022

City of South Fulton Fire Department
ATTN: Office of the Fire Marshal
Donna.dingler@cityofsouthfultonga.gov
City of South Fulton Fire Department
5440 Fulton Industrial Blvd SW
Atlanta, GA 30336

The business listed below has applied for an Alcoholic Beverage License with the City of South Fulton. To proceed, the listed business must pass a Fire Inspection. Please complete the form below and return this form to the email listed below.

This business is applying for the following alcohol license(s):

- [] Consumption on Premises
_____ Beer _____ Wine _____ Distilled Spirits
- [X] Wholesale
__X__ Beer _____ Wine __X__ Distilled Spirits

Business Information:

Crown Imports LLC dba Crown Imports
105 Eagle Vista Pkwy sw
Atlanta, GA 30330
Kerrick Cooper
[REDACTED]

For Fire Use Only

Date of Inspection: 8/1/22

[☒] Location above **MEETS ALL** City of South Fulton Fire Ordinance and Fire Codes

[] Location does **NOT** meet City of South Fulton Fire Ordinance and Fire Codes

If not, briefly explain reason: _____

Gregory Chambers
Print Name of Fire Inspector

[Signature]
Fire Inspector Signature

Donna K. Dingler
Print Name of Department Head

Donna K. Dingler, Fire Marshal
Department Head Signature

Return form via email to: Police Licenses and Permits @ pdlicenses@cityofsouthfultonga.gov



Alcohol
Permit Pd

SOUTH FULTON FIRE RESCUE DEPARTMENT
INSPECTION REPORT

Permit# _____	Location# _____
Approved: Yes ☒ No ☐ Reinspection ☒	
Date: <u>8/1/22</u> FIRE ZONE: <u>B-2</u>	

Business Name Crown Imports LLC Phone No. (404) 890-1600 Email Kerrick.Cooper@sclogistics.com
Address 105 Eagle Vista Pkwy Suite — City South Fulton Zip 30336
Owner's Name Crown Imports LLC Address _____
Phone No. 404 803 4835 City/State/Zip South Fulton GA 30336
Emergency Contact Name _____ Phone No. _____
Kerrick.Cooper@sclogistics.com

INSPECTION TYPES: Annual Business, Day Care, Personal Care home, School, Assembly,
Construction 50%, 80% 100%, High hazard Storage Facility,
Hood systems, Alarm Acceptance, Sprinkler Acceptance, Other Liquor License

PLAN REVIEW: Alarm, Sprinkler, Commercial hood, 510 Communications, Gates/Locks, Other _____

PERMITS: Burn pit, Bonfire, Tent, Fireworks, Food Trucks, Events, Other _____

Code Violations and Recommendations:

Previous fire code violations corrected

We would like to thank you for your cooperation during this inspection. The inspection was made based upon the current Codes which set forth minimum requirements for fire safety and are adopted by South Fulton and the State of Georgia. Please note that if no violations were noted during this inspection, it met the minimum Codes requirements.

If, however, violations were noted you are required to make the necessary corrections immediately. Re-inspection of corrections will be conducted after a thirty-day period to confirm compliance.

Inspecting Officer: Capt. G. Chambers Phone: 404 358 8048 non-emergency only

FOR FIRE OR OTHER EMERGENCY - CALL 911

Copy distribution: White-Community Risk Reduction; Blue-Inspector; Yellow-Business

City of South Fulton
5440 Fulton Industrial Blvd SW

Atlanta, GA 30336

(470)809-7700

PAY ONLINE AT:
[HTTPS://WWW.CITYOFSOUTHFULTONGA.GOV](https://www.cityofsouthfultonga.gov)
SCROLL DOWN TO CLICK "PAY ONLINE" ICON

Crown Imports LLC
105 Eagle Vista PKWY SW
Atlanta, GA 30330

INVOICE #

22004880

CUSTOMER ID: CROWN520 PIN: 855945

INVOICE DATE: 06/16/22

DUE DATE:

**MAKE CHECKS PAYABLE TO:
CITY OF SOUTH FULTON**

QUANTITY/UNIT	SERVICE ID	DESCRIPTION	UNIT PRICE	AMOUNT
		Alcohol License		
1.0000/1	ABLFIREI	Alcohol Fire Inspection Fee	75.000000	75.00
		Alcohol License		
		Crown Imports Fire Inspection		
			TOTAL DUE:	\$ 75.00
			Prn Payment: 06/16/22 CK 22004880	-75.00
			BALANCE:	\$ 0.00

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

City of South Fulton
5440 Fulton Industrial Blvd SW

Atlanta, GA 30336

Crown Imports LLC
105 Eagle Vista PKWY SW
Atlanta, GA 30330

INVOICE #: 22004880
DESCRIPTION: Alcohol License
CUSTOMER ID: CROWN520 PIN: 855945
DUE DATE:
TOTAL DUE: \$ 0.00



City of South Fulton
5440 Fulton Industrial Blvd SW

Atlanta, GA 30336

(470)809-7700

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Crown Imports LLC
105 Eagle Vista PKWY SW
Atlanta, GA 30330

INVOICE #

22004879

CUSTOMER ID: [REDACTED] PIN: [REDACTED]

INVOICE DATE: 06/16/22

DUE DATE:

**MAKE CHECKS PAYABLE TO:
CITY OF SOUTH FULTON**

QUANTITY/UNIT	SERVICE ID	DESCRIPTION	UNIT PRICE	AMOUNT
		Alcohol License		
1.0000/1	POLICEAB	Police Alch Background Check	55.000000	55.00
		Alcohol License		
		Crown Imports Back Ground check		
			TOTAL DUE:	\$ 55.00
				-55.00
			BALANCE:	\$ 0.00

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

City of South Fulton
5440 Fulton Industrial Blvd SW

Atlanta, GA 30336

Crown Imports LLC
105 Eagle Vista PKWY SW
Atlanta, GA 30330

INVOICE #: 22004879
DESCRIPTION: Alcohol License
CUSTOMER ID: [REDACTED] PIN: [REDACTED]
DUE DATE:
TOTAL DUE: \$ 0.00



City of South Fulton
5440 Fulton Industrial Blvd SW

Atlanta, GA 30336

(470)809-7700

PAY ONLINE AT:
[HTTPS://WWW.CITYOFSOUTHFULTONGA.GOV](https://www.cityofsouthfultonga.gov)
SCROLL DOWN TO CLICK "PAY ONLINE" ICON

Crown Imports LLC
105 Eagle Vista PKWY SW
Atlanta, GA 30330

INVOICE #

22004878

CUSTOMER ID: [REDACTED] PIN: [REDACTED]

INVOICE DATE: 06/16/22

DUE DATE:

**MAKE CHECKS PAYABLE TO:
CITY OF SOUTH FULTON**

QUANTITY/UNIT	SERVICE ID	DESCRIPTION	UNIT PRICE	AMOUNT
		Alcohol License		
1.0000/1	ABLADV	Alcohol Lic Advertising Fee	505.000000	505.00
		Alcohol License		
		Crown Imports Advertisement		
			TOTAL DUE:	\$ 505.00
			Prn Payment: 06/16/22 CK 118800331	-505.00
			BALANCE:	\$ 0.00

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

City of South Fulton
5440 Fulton Industrial Blvd SW

Atlanta, GA 30336

Crown Imports LLC
105 Eagle Vista PKWY SW
Atlanta, GA 30330

INVOICE #: 22004878
DESCRIPTION: Alcohol License
CUSTOMER ID: [REDACTED] PIN: [REDACTED]
DUE DATE:
TOTAL DUE: \$ 0.00



City of South Fulton
5440 Fulton Industrial Blvd SW

Atlanta, GA 30336

(470)809-7700

PAY ONLINE AT:
[HTTPS://WWW.CITYOFSOUTHFULTONGA.GOV](https://www.cityofsouthfultonga.gov)
SCROLL DOWN TO CLICK "PAY ONLINE" ICON

Crown Imports LLC
105 Eagle Vista PKWY SW
Atlanta, GA 30330

INVOICE #

22004877

CUSTOMER ID: [REDACTED] PIN: [REDACTED]

INVOICE DATE: 06/16/22

DUE DATE:

**MAKE CHECKS PAYABLE TO:
CITY OF SOUTH FULTON**

QUANTITY/UNIT	SERVICE ID	DESCRIPTION	UNIT PRICE	AMOUNT
		Alcohol License		
1.0000/1	ABLAPPL	Alcohol Lic - Application fee Alcohol License Crown Imports Appl Fee	300.000000	300.00
TOTAL DUE:				\$ 300.00
Prn Payment: 06/16/22 CK 118800328				-300.00
BALANCE:				\$ 0.00

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

City of South Fulton
5440 Fulton Industrial Blvd SW
Atlanta, GA 30336

Crown Imports LLC
105 Eagle Vista PKWY SW
Atlanta, GA 30330

INVOICE #: 22004877

DESCRIPTION: Alcohol License

CUSTOMER ID: [REDACTED] PIN: [REDACTED]

DUE DATE:

TOTAL DUE: \$ 0.00



City of South Fulton
5440 Fulton Industrial Blvd SW

Atlanta, GA 30336

(470)809-7700

PAY ONLINE AT:
[HTTPS://WWW.CITYOFSOUTHFULTONGA.GOV](https://www.cityofsouthfultonga.gov)
SCROLL DOWN TO CLICK "PAY ONLINE" ICON

Crown Imports LLC
105 Eagle Vista PKWY SW
Atlanta, GA 30330

INVOICE #

22004876

CUSTOMER ID: [REDACTED] PIN: [REDACTED]

INVOICE DATE: 06/16/22

DUE DATE:

**MAKE CHECKS PAYABLE TO:
CITY OF SOUTH FULTON**

QUANTITY/UNIT	SERVICE ID	DESCRIPTION	UNIT PRICE	AMOUNT
		alcohol license		
1.0000/1	ABLWHLBR	Alcohol Lic-Wholesale Beer alcohol license Crown Imports Wholesale Beer	500.000000	500.00
TOTAL DUE:				\$ 500.00
Prn Payment: 06/16/22 CK 118800329				-500.00
BALANCE:				\$ 0.00

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

City of South Fulton
5440 Fulton Industrial Blvd SW
Atlanta, GA 30336

Crown Imports LLC
105 Eagle Vista PKWY SW
Atlanta, GA 30330

INVOICE #: 22004876
DESCRIPTION: alcohol license
CUSTOMER ID: [REDACTED] PIN: [REDACTED]
DUE DATE:
TOTAL DUE: \$ 0.00



City of South Fulton
5440 Fulton Industrial Blvd SW

Atlanta, GA 30336

(470)809-7700

PAY ONLINE AT:
[HTTPS://WWW.CITYOFSOUTHFULTONGA.GOV](https://www.cityofsouthfultonga.gov)
SCROLL DOWN TO CLICK "PAY ONLINE" ICON

Crown Imports LLC
105 Eagle Vista PKWY SW
Atlanta, GA 30330

INVOICE #

22004882

CUSTOMER ID: [REDACTED] PIN: [REDACTED]

INVOICE DATE: 06/16/22

DUE DATE:

**MAKE CHECKS PAYABLE TO:
CITY OF SOUTH FULTON**

QUANTITY/UNIT	SERVICE ID	DESCRIPTION	UNIT PRICE	AMOUNT
		Alcohol License		
1.0000/1	ABLWHLQ	Alcohol Lic-Wholesale Liquor	3,500.000000	3,500.00
		Alcohol License		
		Crown Imports Wholesale Liquor		
			TOTAL DUE:	\$ 3,500.00
				-3,500.00
			BALANCE:	\$ 0.00

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

City of South Fulton
5440 Fulton Industrial Blvd SW

Atlanta, GA 30336

Crown Imports LLC
105 Eagle Vista PKWY SW
Atlanta, GA 30330

INVOICE #: 22004882
DESCRIPTION: Alcohol License
CUSTOMER ID: [REDACTED] PIN: [REDACTED]
DUE DATE:
TOTAL DUE: \$ 0.00





**UNITED STATES DISTRICT COURT
NORTHERN DISTRICT OF GEORGIA**

2211 United States Courthouse
75 Ted Turner Drive, SW
Atlanta, GA 30303

Kevin P. Weimer
Clerk of Court

404-215-1600

Name: KERRICK H. COOPER

I, Kevin P. Weimer, Clerk, United States District Court for the Northern District of Georgia, do hereby certify that I have examined the record of said court for the Atlanta Division of said district and the records do not reveal the filing of a criminal indictment or information charging an offense against the United States of America by KERRICK H. COOPER within ten (10) years immediately preceding the date of this certificate.

In testimony whereof, I have hereunto set my hand and have affixed the seal of said Court, at Atlanta, Georgia, this 10th day of June, 2022.

KEVIN P. WEIMER
DISTRICT COURT EXECUTIVE
CLERK OF COURT

By: 

Deputy Clerk



**UNITED STATES DISTRICT COURT
NORTHERN DISTRICT OF GEORGIA**

2211 United States Courthouse
75 Ted Turner Drive, SW
Atlanta, GA 30303

Kevin P. Weimer
Clerk of Court

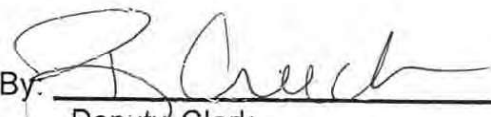
404-215-1600

Name: MICHAEL SARD

I, Kevin P. Weimer, Clerk, United States District Court for the Northern District of Georgia, do hereby certify that I have examined the record of said court for the Atlanta Division of said district and the records do not reveal the filing of a criminal indictment or information charging an offense against the United States of America by MICHAEL SARD within ten (10) years immediately preceding the date of this certificate.

In testimony whereof, I have hereunto set my hand and have affixed the seal of said Court, at Atlanta, Georgia, this 10th day of June, 2022.

KEVIN P. WEIMER
DISTRICT COURT EXECUTIVE
CLERK OF COURT

By: 
Deputy Clerk

1. **SITE:** CROWN IMPORTS, LLC
105 EAGLE VISTA PARKWAY, ATLANTA GA 30336
2. **SCHOOL:** WEST LAKE HIGH SCHOOL
2400 UNION ROAD (NOT SHOWN)
3. **BUS STOP:** CAVENDAR DRIVE & RIVERPALM COURT
6,440 FEET± ROUTE OF TRAVEL, ENTRANCE-BUS STOP
BUS STOP LOCATION PER FULTON COUNTY SCHOOLS WEBSITE
4. **CHURCH:** OWL ROCK UNITED METHODIST CHURCH
5980 CAMPBELLTON ROAD (NOT SHOWN)
5. **ALC-TRT-CTR:** SOUTH FULTON SERVICE CENTER ADULT BEHAVIORAL HEALTH SERVICES
2.6 MILES± ROUTE OF TRAVEL, ENTRANCE-ENTRANCE
5600 STONEWALL TELL ROAD (NOT SHOWN)
6. **RESIDENCE:** 7300 CAVENDER DRIVE
7.5 MILES± ROUTE OF TRAVEL, ENTRANCE-ENTRANCE
6,340 FEET± ROUTE OF TRAVEL, ENTRANCE-ENTRANCE
7. **LIBRARY:** WOLF CREEK LIBRARY
3100 ENON ROAD (NOT SHOWN)
4.0 MILES± ROUTE OF TRAVEL, ENTRANCE-ENTRANCE
8. **PACKAGE STORE:** BP-GAS STATION
6950 CAMPBELLTON ROAD
4,220 FEET± ROUTE OF TRAVEL, ENTRANCE-ENTRANCE

NOTE: FOR THIS SURVEY THE DISTANCES SHOWN HEREON (UNLESS OTHERWISE INDICATED) WERE MEASURED IN ACCORDANCE WITH THE CITY OF SOUTH FULTON ORDINANCES (SECTION 16-40001) BY THE MOST DIRECT ROUTE OF TRAVEL ON THE GROUND, IN A STRAIGHT LINE FROM THE FRONT DOOR OF THE STRUCTURE FROM WHICH ALCOHOLIC BEVERAGES ARE SOLD OR OFFERED FOR SALE, TO THE FRONT DOOR OF THE BUILDING OR TO THE NEAREST PORTION OF THE GROUND, WHICHEVER IS APPLICABLE.

PLAT TO ACCOMPANY
ALCOHOLIC BEVERAGE LICENSE FOR
CROWN IMPORTS, LLC
105 EAGLE VISTA PARKWAY
ATLANTA, GA 30336
LAND LOTS 60 & 62
DISTRICT 9C
CITY OF SOUTH FULTON
FULTON COUNTY, GEORGIA
SCALE: 1"=1000'
MAY 31, 2022



STATE OF GEORGIA

Secretary of State
Corporations Division
313 West Tower
2 Martin Luther King, Jr. Dr.
Atlanta, Georgia 30334-1530

ANNUAL REGISTRATION

Electronically Filed
Secretary of State
Filing Date: 3/11/2022 11:12:06 AM

BUSINESS INFORMATION

CONTROL NUMBER	0698985
BUSINESS NAME	CROWN IMPORTS LLC
BUSINESS TYPE	Foreign Limited Liability Company
EFFECTIVE DATE	03/11/2022
ANNUAL REGISTRATION PERIOD	2022

PRINCIPAL OFFICE ADDRESS

ADDRESS	131 SOUTH DEARBORN STREET, Chicago, IL, 60603, USA
---------	--

REGISTERED AGENT

NAME	ADDRESS	COUNTY
C T Corporation System	289 S Culver St, Lawrenceville, GA, 30046-4805, USA	Gwinnett

AUTHORIZER INFORMATION

AUTHORIZER SIGNATURE	Brian Bennett
AUTHORIZER TITLE	Authorized Person

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: 6:55 p.m. Request Council Approval of an alcohol license for Gas Express, Inc. dba Circle K #230 for an alcohol license for the retail sale wine and malt beverages at 5955 Fulton Industrial Blvd., Suite A, Atlanta, GA 30336

DATE: September 27, 2022

SUBJECT: 6:55 p.m. Request Council Approval of an alcohol license for Gas Express, Inc. dba Circle K #230 for an alcohol license for the retail sale wine and malt beverages at 5955 Fulton Industrial Blvd., Suite A, Atlanta, GA 30336

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
Circle K City Council Documents_Redacted	Cover Memo	9/23/2022

GOVERNMENT OF THE CITY OF SOUTH FULTON

Office of the City Manager



REVIEW AND APPROVAL ROUTING SHEET

This routing sheet has been developed to ensure that all appropriate Senior Management Team members have thoroughly reviewed, approved, and signed off on all official documents in their respective service areas prior to the City Manager's receipt for final approval and signature, as needed. Items should be routed in the following order: 1.) Originating Division and other applicable Divisions; 2.) Finance Director; 3.) Assistant City Manager; and 4.) City Manager.

Parties Consulted:

Initials

Date

☐ City Attorney/General Counsel

Legal issues have been addressed

☐ Assistant City Manager

Complies with operational processes and guidelines

☐ Finance Director

Funds are available and complies with fiscal guidelines

Karen Slaton-Dryden

Aug 17, 2022

☐ Information Technology Director

When Information Technology issues are involved

☐ Program & Performance Manager

Complies with Division/programmatic processes

☐ Communications Director

Complies with Division/programmatic processes

☐ Parks & Recreation Director

Complies with Division/programmatic processes

☐ Destination South Fulton Director

Complies with Division/programmatic processes

☐ DCDRA Director

Complies with Division/programmatic processes

Derek R. Hull

Derek R. Hull (Aug 30, 2022 12:49 EDT)

Aug 30, 2022

☐ Human Resources Director

Complies with HR policies and procedures; positions are budgeted

☐ Public Safety

Complies with Division/programmatic processes. Specify Fire or Police

Chad C. Jones

Chad C. Jones (Aug 17, 2022 12:11 EDT)

Aug 17, 2022

Aug 17, 2022

☐ Public Works Director

Complies with Division/programmatic processes

☐ Other (Clerk's Office, Municipal Court, etc.)

Complies with Division/programmatic processes. Specify Area

Brian Morris

Aug 17, 2022

☐ Other (Clerk's Office, Municipal Court, etc.)

Complies with Division/programmatic processes. Specify Area

City Manager's Decision: ☐ Approved ☐ Disapproved

In this section, the City Manager will sign to indicate approval of the recommended option or will provide comments to indicate pursuit of an alternate course of action.

City Manager's Comments:

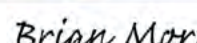
City Manager's Signature

Date

5440 Fulton Industrial Blvd., SW • South Fulton, GA 30336 • Office: 470.809.7700

City of South Fulton Agenda Item Summary



City Council Meeting Date 9/13/2022		
Requesting Department Police Department	Council District(s) Affected District 1	
Requested Action Approval to get on City Council Agenda for September 13, 2022 to have a public hearing and for council to vote on the request for an alcohol license for Gas Express Inc. dba Circle K #230t for an alcohol license for the retail sales of wine and malt beverages at 5955 Fulton Industrial Blvd Ste A, Atlanta Ga 30336.		
Requirements for Council Action (City specific Council policy, statute or code requirement) Pursuant to Title 16, Section-16-2020(d), Staff recommends City Council to Grant Approval.		
Summary and Background (Provide department recommendation and an executive summary of the action that gives an overview of the relevant details) The applicant for Gas Express Inc.. dba Circle K #230 has applied for an alcohol license for the the retail sales of beer and wine at 5955 Fulton Industrial Blvd Ste A, Atlanta, Ga 30336. This request is new location. All applicable fees and inspections have been paid and passed. The owner is currently operating on a temporary license.		
Funding Source (if applicable)		
Financial Impact (if applicable) Initial Revenue \$1,735.00 with estimated annual revenue of \$800.00		
Financial Impact Statement Received Yes ☐ No ☒ Legislative Process Complete Yes ☐ No ☒		
Department Director Approval  Keith Meadows (Aug 17, 2022 12:09 EDT)  Chad C. Jones (Aug 17, 2022 12:21 EDT)  Derek R. Hull (Aug 30, 2022 12:48 EDT) 		Finance Director Approval 
Assistant City Manager Approval	City Attorney Approval	City Manager Approval

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: City of South Fulton Mayor & Council

FROM: Keith Meadows, Chief of Police 

DATE: August 17, 2022

SUBJECT: Request by Gas Express Inc. dba Circle K #230 of an alcohol License for the retail sales of wine and malt beverages at 5955 Fulton Industrial Blvd Ste A, Atlanta, GA 30336

The applicant for Gas Express Inc. dba Circle K #230 seeks an alcohol license for the retail sales of beer and wine at 5955 Fulton Industrial Blvd, Atlanta Ste A, GA 30336. This application is for a new location. All applicable fees related to obtaining an alcohol license have been paid. The owner is currently operating on a temporary license.

The application and/or location has been reviewed/inspected and approved by the City of South Fulton Police, Fire Department, Code Enforcement, Zoning Department, Business Licensing, and the Fulton County Board of Education.

CHIEF OF POLICE RECOMMENDATION: APPROVAL

APPLICATION INFORMATION

Applicant Information	Gas Express Inc. 5955 Fulton Industrial Blvd, Ste A Atlanta, GA 30336
City Council District(s):	1
Parcel ID Number	14F0115LL0180
Square Footage	
Existing zoning	M-1 (Light Industrial Park District)
Current/Past Use of the Property	Gas Station-Convenience Store/ Same
History	This is applicants first request. New Location

Cc: Corey Adams, City Clerk

5440 Fulton Industrial Blvd., SW • South Fulton, GA 30336 • Office: 470.809.7700



INTER-OFFICE MEMORANDUM

DATE: August 5, 2022
TO: Chief K. Meadows
FROM: Jacquelyn J. Bell

SUBJECT: Staff Recommendation -Gas Express Inc. dba Circle K #230

The applicant for Gas Express Inc. dba Circle K seeks an alcohol license for the retail sales of wine and malt beverages at **5955 Fulton Industrial Blvd Ste A, Atlanta, GA 30336**. All applicable fees have been paid related to the alcohol license.

Inspections Type	Completed	Pending	Results
Police Criminal Background	Yes		Passed
Police Call History	Yes		Passed
Code Enforcement	Yes		Passed
Fire Inspection	Yes		Passed
Zoning Dept.	Yes		Passed
Business License	Yes		Passed
F.C. School Board	Yes		Passed
F.C. Health Dept.	N/A		N/A

Application Information

Applicant: Gas Express Inc./ Shams Nanji
Business Address 5955 Fulton Industrial Blvd
District(s): 1
Parcel ID Number: **14F0115LL0180**
Existing Zoning: M-1

Current/Past Use of the Property: This property is a new location.

History: This request serves as the applicants first request. The property is a gas station. The applicant also has a current business license with the City of South Fulton and has requested a license resulting from a new location. The location is operating with a temporary license.

Staff Recommendation: X **There is no legal reason why this license should not be granted.**

 The applicant does not meet the legal requirements.

Staff Name and Signature: Jacquelyn J. Bell, [Signature]

Police Chief Recommendation: ☐ **Approval** ☐ **Denial**

Signature: [Signature]
Keith Meadows (Aug 17, 2022 12:09 EDT)

cc: Deputy Chief Connie Rogers
File

CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE

PERSONAL STATEMENT

INSTRUCTIONS: This personal statement must be executed, under oath, by all owner/licensee/agent and corporate officers or major stakeholders of the business/organization with 20% or more of interest in the business and the manager of any place of business applying for a license from the City of South Fulton to sell or deal in alcoholic beverages. Each question must be fully answered. If the space provided is not enough, answer the question on a separate sheet and indicate in the space provided that such separate sheet is attached.

Applicant Name in FULL (Please Print) Shams Nanji

Home Address: [REDACTED]

Business Address: 5955 Fulton Ind Blvd SW, Ste A, Atlanta GA 30336

Place of Birth [REDACTED] Date of Birth: [REDACTED] Age: 50
(City, State, Country) (Day, Month, Year)

Race: [REDACTED] Height: [REDACTED] Weight: [REDACTED] Eye Color: Brown U.S. Citizen ☒ By Birth [REDACTED]

Hair Color: Blk Social Security Number: [REDACTED] Driver License Number: [REDACTED] State Issued by: GA

Have you been convicted of any federal, foreign, and/or state laws, and/or city ordinances? if so, explain below: No

List names and addresses of employers for the past three (3) years: [REDACTED]

Gas Express LLC, 1575 Northside Dr NW, Ste 470, Atlanta GA 30318

Single ☐ Married ☒ Widowed ☐ Divorced ☐ Separated ☐
(If married, divorced or widowed, complete the below requested information on spouse).

Salima Nanji Kupani Kuimji [REDACTED]
Full name of spouse (Maiden Name) DOB

I, the undersigned, do solemnly swear and attest, subject to criminal penalties for false swearing, that the information provided in this Personal Statement and in any and all documents provided in support of this application are true and accurate. I further understand that any false statements provided by me or my representatives as part of this application, beyond any legal penalties, will result in the denial of the subject application.

Shams Nanji [Signature] 06/14/2022
Applicant's Printed Name Applicant's Signature Date of Application

I hereby certify that Shams Nanji signed her/his name to the foregoing application stating to me that he/she knew and understood all statements and information contained therein and, under oath actually administered by me, has sworn that said statements and information are true and correct.

This 14th day of June, 2022

Notary Public Signature: [Signature]

Notary Printed Name: [REDACTED]



Date Revised: 1/03/2022

CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE

PERSONAL STATEMENT

INSTRUCTIONS: This personal statement must be executed, under oath, by all owner/licensee/agent and corporate officers or major stakeholders of the business/organization with 20% or more of interest in the business and the manager of any place of business applying for a license from the City of South Fulton to sell or deal in alcoholic beverages. Each question must be fully answered. If the space provided is not enough, answer the question on a separate sheet and indicate in the space provided that such separate sheet is attached.

Applicant Name in FULL (Please Print) Amin Chitalwala

Home Address: [REDACTED]

Business Address: 5955 Fulton Ind Blvd SW, Ste A, Atlanta GA 30336

Place of Birth [REDACTED] Date of Birth: [REDACTED] Age: 47
(City, State, Country) (Day, Month, Year)

Race: [REDACTED] Height: [REDACTED] Weight: [REDACTED] Eye Color: Blk U.S. Citizen X By Birth [REDACTED]

Hair Color: Blk Social Security Number: [REDACTED] Driver License Number: [REDACTED] State Issued by: GA

Have you been convicted of any federal, foreign, and/or state laws, and/or city ordinances? if so, explain below: No

List names and addresses of employers for the past three (3) years: [REDACTED]

Gas Express LLC, 1575 Northside Dr NW, Ste 470, Atlanta GA 30318

Single X Married [REDACTED] Widowed [REDACTED] Divorced [REDACTED] Separated [REDACTED]
(If married, divorced or widowed, complete the below requested information on spouse).

Full name of spouse [REDACTED] (Maiden Name) [REDACTED] DOB [REDACTED]

I, the undersigned, do solemnly swear and attest, subject to criminal penalties for false swearing, that the information provided in this Personal Statement and in any and all documents provided in support of this application are true and accurate. I further understand that any false statements provided by me or my representatives as part of this application, beyond any legal penalties, will result in the denial of the subject application.

Amin Chitalwala [Signature] 06/14/2022
Applicant's Printed Name Applicant's Signature Date of Application

I hereby certify that Amin Chitalwala signed her/his name to the foregoing application stating to me that he/she knew and understood all statements and information contained therein and, under oath actually administered by me, has sworn that said statements and information are true and correct.

This 14th day of June, 20 22

Notary Public Signature: [Signature]

Notary Printed Name: [REDACTED]



Date Revised: 1/03/2022

RESIDENCE DETERMINATION FORM

Certificate of Residence For Retail Package Distilled Spirits Applicants Only

State of Georgia, _____ County
I, _____ Judge of the probate Court, for _____
County, Georgia, hereby certify that _____ is now and has been a Bona Fide Resident
of the state of Georgia for one year, and in the county of _____ for one year immediately
preceding the date of this affidavit, based upon the affidavit of applicant, and the evidence submitted therewith.
In Witness Whereof, I have hereunto set my hand and affixed the seal of said Probate Court this _____ day of _____,
_____, 20_____.

Judge of the Probate Court

County, Georgia

Certificate of Residence For All Other Alcoholic Beverage License Applicants

State of Georgia, Fayette County
I, Angela Landgaard Judge of the probate Court, for Fayette
County, Georgia, hereby certify that Shams Nanji is now and has been a Bona Fide Resident of
the state of Georgia in the county of Fayette based upon the affidavit of applicant and the
evidence submitted therewith. In Witness Whereof, I have hereunto set my hand and affixed the seal of said
Probate Court this 23rd day of May, 2022.

Judge of the Probate Court

Fayette
County, Georgia

ANGELA LANDGAARD,
ASSOCIATE JUDGE
FAYETTE COUNTY PROBATE COURT

RESIDENCE DETERMINATION FORM

Certificate of Residence
For Retail Package Distilled Spirits Applicants Only

State of Georgia, _____ County
I, _____ Judge of the probate Court, for _____
County, Georgia, hereby certify that _____ is now and has been a Bona Fide Resident
of the state of Georgia for one year, and in the county of _____ for one year immediately
preceding the date of this affidavit, based upon the affidavit of applicant, and the evidence submitted therewith.
In Witness Whereof, I have hereunto set my hand and affixed the seal of said Probate Court this _____ day of _____,
_____, 20_____.

Judge of the Probate Court

County, Georgia

Certificate of Residence
For All Other Alcoholic Beverage License Applicants

State of Georgia, _____ DeKalb _____ County
I, **Bedelia C Hargrove** Judge of the probate Court, for **DeKalb**
County, Georgia, hereby certify that **Amin Chitalwala** is now and has been a Bona Fide Resident of
the state of Georgia in the county of **DeKalb** based upon the affidavit of applicant and the
evidence submitted therewith. In Witness Whereof, I have hereunto set my hand and affixed the seal of said
Probate Court this **19th** day of **May**, 20 **22**.

J. CAROLINE FREEMAN
Exercising the Jurisdiction of the Probate Court
pursuant to the Order of Judge Bedelia C Hargrove
as provided by O.C.G.A. 15-9-13(a), 15-9-36(c)(1)(2),
29-4-12(d)(7) and 29-5-12(d)(7)

J. Caroline Freeman

Judge of the Probate Court

DeKalb

County, Georgia

CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE

**Save Affidavit
Affidavit Verifying Status for City Public Benefit
Pursuant to O.C.G.A. § 50-36-1(e)(2)**

By executing this affidavit under oath, as an applicant for a(n) alcohol license
[*type of public benefit*], as referenced in O.C.G.A. § 50-36-1, from City of South Fulton [*name of government entity*], the undersigned applicant verifies one of the following with respect to my application for a public benefit:

- 1) X I am a United States citizen.
- 2) _____ I am a legal permanent resident of the United States.
- 3) _____ I am a qualified alien or non-immigrant under the Federal Immigration and Nationality Act with an alien number issued by the Department of Homeland Security or other federal immigration agency.

My alien number issued by the Department of Homeland Security or other federal immigration agency is _____.

The undersigned applicant also hereby verifies that he or she is 18 years of age or older and has provided at least one secure and verifiable document, as required by O.C.G.A. § 50-36-1(e)(1), with this affidavit.

The secure and verifiable document provided with this affidavit can best be classified as:

US Passport

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 O.C.G.A. § 16-10-20, and face criminal penalties as allowed by such criminal statute.

Executed in Atlanta (city) GA (state)



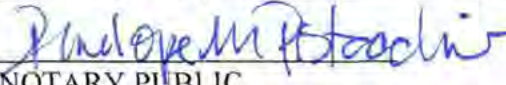
Signature of Applicant

Shams Nanji

Printed Name of Applicant

SUBSCRIBED AND SWORN BEFORE
ME ON THE

14 DAY OF June, 20 22



NOTARY PUBLIC

My Commission Expires:



CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE

Save Affidavit
Affidavit Verifying Status for City Public Benefit
Pursuant to O.C.G.A. § 50-36-1(e)(2)

By executing this affidavit under oath, as an applicant for a(n) alcohol license
[*type of public benefit*], as referenced in O.C.G.A. § 50-36-1, from City of South Fulton [*name of government entity*], the undersigned applicant verifies one of the following with respect to my application for a public benefit:

- 1) X I am a United States citizen.
- 2) _____ I am a legal permanent resident of the United States.
- 3) _____ I am a qualified alien or non-immigrant under the Federal Immigration and Nationality Act with an alien number issued by the Department of Homeland Security or other federal immigration agency.

My alien number issued by the Department of Homeland Security or other federal immigration agency is _____.

The undersigned applicant also hereby verifies that he or she is 18 years of age or older and has provided at least one secure and verifiable document, as required by O.C.G.A. § 50-36-1(e)(1), with this affidavit.

The secure and verifiable document provided with this affidavit can best be classified as:

US Passport

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 O.C.G.A. § 16-10-20, and face criminal penalties as allowed by such criminal statute.

Executed in Atlanta (city) GA (state)

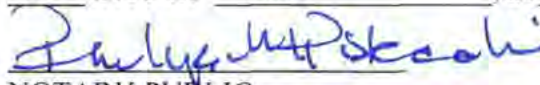

Signature of Applicant

Amin Chitalwala

Printed Name of Applicant

SUBSCRIBED AND SWORN BEFORE
ME ON THE

14 DAY OF June, 20 22


NOTARY PUBLIC

My Commission Expires:



Date Revised: 1/03/2022

CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE

E-Verify Affidavit

Private Employer Affidavit Pursuant to O.C.G.A. § 36-60-6(d)

By executing this affidavit under oath, the undersigned private employer verifies one of the following with respect to its application for a business license, occupational tax certificate, or other document required to operate a business as referenced in O.C.G.A. § 36-60-6(d):

Section 1.

Please check only one:

- (A) X On January 1st of the below signed year, the individual, firm, or corporation employed more than ten (10) employees.
- (B) _____ On January 1st of the below signed year, the individual, firm, or corporation employed ten (10) or fewer employees.

*** If the employer selected Section 1(A), please fill out Section 2 below.

Section 2.

The employer has registered with and utilizes the federal work authorization program in accordance with the applicable provisions and deadlines established in O.C.G.A. §36-60-6. The undersigned private employer also attests that its federal work authorization user identification number and date of authorization are as follows:

Gas Express LLC
Name of Private Employer

773809
Federal Work Authorization User Identification Number

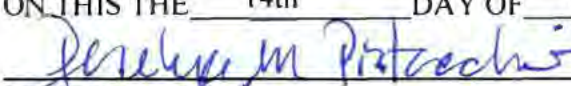
April 15, 2014
Date of Authorization

I hereby declare under penalty of perjury that the foregoing is true and correct. Executed on this day 14th of June, 20 22 in Atlanta (city), GA (state).


Signature of Authorized Officer or Agent

Shams Nanji, Member
Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME
ON THIS THE 14th DAY OF June, 20 22


NOTARY PUBLIC
My Commission Expires: _____



CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE



REGISTERED AGENT DESIGNEE FORM

Registered agent means that individual, who is a resident of one of the 13 metropolitan counties (Cherokee, Clayton, Cobb, Coweta, Dekalb, Douglas, Fayette, Forsyth, Fulton, Gwinnett, Henry, Paulding, and Rockdale) of Georgia and at least 21 years of age, who is designated by a Licensee/owner to receive any process, notice, or demand required or permitted by law or under this title to be served upon a licensee or owner.

The registered agent, who is designated by a licensee, must submit to a fingerprint criminal background check and complete the personal statement form. The registered agent must obtain the certificate of residency enclosed.

Name: Shams Nanji
(Full Printed Name No Initials)

Sex: Race: Date of Birth:

Home Address:

City: Fayetteville State: GA Zip: 30214

Phone#

Business Address: 5955 Fulton Industrial Blvd SW, Ste A

City: Atlanta State: GA Zip: 30336

Phone#

I hereby certify that I agree to serve as the "registered agent" on behalf of

Gas Express LLC d/b/a Circle K #230

a business located at

5955 Fulton Ind Blvd SW, Ste A, Atlanta GA 30336

City of South Fulton, Georgia.

As registered agent, I agree to accept any process, notice or demand required or permitted by law or under the Alcoholic Beverage Code of the City of South Fulton, Georgia, to be served upon the licensee or owner. I understand that such service upon me will serve as legal notice upon the licensee or owner and that it is my responsibility to forward such service to the owner or licensee.


SIGNATURE OF APPLICANT

DATE

Shams Nanji

PRINTED NAME OF APPLICANT

SWORN TO AND SUBSCRIBED

BEFORE ME THIS 14th DAY OF June 20 22


NOTARY PUBLIC SIGNATURE

NOTARY PUBLIC PRINTED NAME



Date Revised: 1/03/2022

CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE

All applications must be typed or printed in black/Blue ink. Each question must be completely and correctly answered. If the space provided is not sufficient, attach additional sheets. Applications must be signed, dated, notarized, and filed with the South Fulton Police Department. All required supporting documents must be attached.

Type of License Applying For: (Check All That Apply)

☒ New License ☐ Change of Ownership ☒ New Location ☐ Other. Please Specify: _____

Please select the beverages to be sold: (Check All That Apply)

☒ BEER ☒ WINE ☐ DISTILLED SPIRITS/LIQUOR

Please select ALL the categories that best describe the business for which this application is being submitted.

☒ Retail Package Store ☒ Convenience Store w/gasoline ☐ Growler
☐ Supermarket ☐ Gas / Drug / Dry Goods Store

Other. Please Specify _____

1. Is applicant: [] Sole Proprietorship [] Partnership [] Corporation [X] LLC

2. Legal Name of Business: Gas Express LL C

Operating/Trade Name of Business Circle K #230

Has location had an alcohol license within the last 12 months? [] Yes [X] No

3. Business Address: 5955 Fulton Industrial Blvd SW, Ste A, Atlanta GA 30336 Council District: District 1
(Street Address, City, State Zip)

4. Billing Address: 1575 Northside Dr NW, Ste 470, Atlanta GA 30318

5. Proposed Location Zoned: M-1/M-1A

6. A. Distance from closest private residence in any direction: greater than 100 ft
B. Distance from closest college campus or school ground: greater than 300 ft
C. Distance from closest branch of any South Fulton Public library: greater than 200 ft
D. Distance from closest church or place of worship: greater than 300 ft
E. Distance from closest regular school bus stop as designated by
Fulton County Board of Education for pick-up or drop-off of
school children in transport to the public schools of City of South Fulton greater than 200 ft

**See Survey attached

SECTION 2:

3. Full Name of Spouse, Including Maiden Name: Salima Naji -Kupany Kuimji
- Date of Birth and Place of Birth: 06/15/1971 - Pakistan
- Hours Spouse on Premises: n/a
4. Licensee's Business interest(s), occupation(s), and employment for the past ten (10) years

5. Does Licensee or any Partner(s), Corporation Officer, Principal Shareholder(s), Trustee(s), or Spouse have, within the preceding ten (10) years, any conviction for the violation of any federal, state, or Local laws, Ordinances or Regulations, or does said person have current proceeding for violation of any Federal, State or Local laws, ordinances, or regulations? ☐ Yes ☒ No

6. For the purpose of this question, the term – conviction shall include an adjudication of guilt, a plea of guilty, a plea of nolo contendere, the forfeiture of a bond or adjudication by pre-trial intervention.

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CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE

7. Does Licensee or any member of the Partnership, Corporation or Stockholder currently hold an Alcohol license in the state of Georgia (including a work/server/pour permit)? ☒ Yes ☐ No
8. Has Licensee or any member of the Partnership or Corporation or Stockholder ever applied for an Alcoholic Beverage license (or work/server/pour permit) and been denied, suspended, or revoked? ☒ No ☐ Yes
If yes check which type ☐ denied ☐ suspended ☐ revoked

If yes, please check appropriate status above and explain _____

9. Full Name of Manager: Elvis G. Jones
- Social Security Number of Manager: [REDACTED]
- Date of Birth and Place of Birth: [REDACTED]
- Home Address: [REDACTED]
- Telephone Number: Home: [REDACTED] Business: (404) 452-3657
- E-mail Address: [REDACTED]

10. Hours said manager will be on the premise: 630am - 6pm M T W T H F
11. What is the manager's business experience? Retail operations for 40+ Yrs
12. Has the manager worked in this or a similar capacity? ☒ Yes ☐ No
- If yes, explain: convenience store sales, operation, and management for 20+ years

FINANCIAL BACKGROUND INFORMATION

13. Applicant's full name (Company/Corporation) Gas Express LLC
- If a Corporation, Date of Incorporation: 10/10/2001 Taxpayer Id# 58-2638530

14. If a Corporation, indicate the following for all Officers, members of the Board of Directors, Trustees, and principal stockholders. If a Partnership, include all partners. (Complete all information requested for each person).

NAME	ADDRESS	DOB	SSN	POSITION	% INTEREST
Shams Nanji	[REDACTED]	[REDACTED]	[REDACTED]	Member	50%
Amin Chitalwala	[REDACTED]	[REDACTED]	[REDACTED]	Member	50%

If operating as a partnership, submit a copy of all partnership agreements. If corporation, attach a copy of all Articles of Incorporation, By-laws, and amendments thereto.

CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE

15. State the amount and source of funds that have or will be invested by each individual who has an interest in the business. If a Corporation or Partnership, list each individual separately.

NAME	AMOUNT INVESTED	SOURCE OF FUNDS	DATES
Shams Nanji		Revenue from other businesses	May 2022
Amin Chitalwala		Revenue from other businesses	May 2022

16. Bank accounts and assets in the name of licensee/agent and/or maintained by the licensee/agent, whether individual, partnership or corporation.

TYPE	BANK	CITY & STATE	LAST 6 OF ACCOUNT#	AMOUNT
Bus Checking/Op	Truist	Atlanta GA	752255	

17. Has Licensee/Agent, Spouse or any person having an interest in the business received, directly or indirectly, any financial aid or assistance, to include land, fixtures, equipment, etc., from any manufacturer or wholesaler of alcoholic beverages? ☐ Yes ☒ No If yes, please specify.

NAME	ADDRESS	AMOUNT/ITEM	DATE

18. List any other individual(s) or firm(s) owning any interest in or receiving any funds from the operation of the business or on the premises. This includes cigarette machines, game machines, billiard tables vendors, etc.
None

19. List any financial interest or ownership which Licensee/Agent or any member of the partnership or corporation or stockholder presently has in any other alcoholic beverage license in the state of Georgia.

NAME	NAME AND ADDRESS OF PREMISES	POSITION	% OF INTEREST
Amin Chitalwala	Gas Express - 405 Soperton Ave East Dublin GA	Owner	50%
Shams Nanji	Gas Express - 931 E Main St Blackshear GA	Owner	50%
Shams Nanji	Gas Express - 4541 Cleveland Hwy Cohutta GA	Owner	50%

20. List all assets which will be used or converted for use as an investment in the business and/or all sources of funding used to capitalize and/or operate the Business. None

CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE

LICENSED PREMISES

21. Do you own the property where the business is located? ☐ Yes ☒ No

If yes:

Date of Purchase: _____ Purchase Price: _____

Name of Seller: _____

22. If property is rented/leased provide owner's name and address:

Boat Rock Evergreen LLC

Amount of rent/lease:

Monthly \$16,750.00 Annually _____ Other (specify) _____

(Submit copy of signed lease agreement, deed, sublease, etc.)

23. Has a license at this location ever been denied, suspended, or revoked? ☒ No ☐ Yes

☐ denied, ☐ suspended or ☐ revoked

If yes, check the appropriate status above and explain: _____

24. Is business located in a hotel or motel? ☐ Yes ☒ No

If yes, name of Hotel or Motel _____

25. If the business is to be operated as a department inside of premises where another business is operating, give details of the existing business. n/a

26. What will be your business/operating hours? 24 Hours

27. Where will your trash receptacle be located? back rear of bldg

28. What arrangements have you made for trash removal? twice weekly BY WASTE MANAGEMENT

29. How often will you clean your property? Daily 3 Times in each shift

30. What is your plan for sanitation (clean water and sewage disposal) on the premises? _____

Follow local ordinances and local utility authority guidelines

31. What is your plan for unlawful conduct on the premises? call police, Posting Signs for NO LOITERING, NO ILLEGAL ACTIVITIES ON PREMISES

32. What is your plan for fire prevention on the premises? routine fire inspections; proper storage of all materials; fire extinguisher inside / outside the store; fire alarm in use

33. What type of security do you plan to have? Security cameras by Satellite Security and monitoring by Paragon

CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE

34. Do you offer your employees training with respect to items covered by the alcohol code? ☒ Yes ☐ No
If **yes**, what type of training and how do you plan to prevent the selling to underage consumers of alcohol and tobacco products on your premises? Alcohol Awareness Training; check everyone's ID; POS systems requires DOB for alcohol & tobacco products

35. What type of buffering do you have, or will you provide to alleviate the effects of noise, lighting, odors, traffic, or other nuisances on surrounding properties?
appropriate landscaping, PROVIDE LIGHTING, CLEAN PROPERTY DAILY
36. What plans do you have to prevent un-permitted vending on your property?
WE HAVE SET BACKS TO CONTROL NOISE FROM OTHER PROPERTY

Appropriate signage posted; continuous monitoring of premises to ensure no such activity takes place

37. Describe the traffic and pedestrian ingress and egress to/from the property and to/from any existing or proposed structure on the property. ingress & egress at front & side of property

RETAIL PACKAGE LIQUOR LICENSE (selling liquor, beer, & wine)

If you are applying for a retail package liquor license, please complete questions 45-47.
If not, write N/A and please skip ahead to question 48.

N/A

38. Do you propose to operate this store solely as a package liquor store? ☐ Yes ☒ No
39. Does the Licensee/Agent, Spouse, or any other owner(s), partner(s) or stockholders have an interest in other retail liquor stores? ☐ Yes ☐ No

NAME	NAME & LOCATION OF BUSINESS	POSITION	% INTEREST

40. Do you or your spouse or any partner or stockholder have any financial interest in any wholesale liquor business?
☐ Yes ☐ No

If yes, give details: _____

CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE

RETAIL BEER AND/OR WINE LICENSE (selling beer & wine only)

If you are applying for a retail beer and/or wine license, please complete questions 48-50.
If not, please skip ahead to next page.

41. Are you (the applicant) or any member of your family, the owner, lessor, or sub-lessor of any real estate which is occupied by a retail package (liquor) store? ☐ Yes ☒ No

If yes, list locations, information as to any lease or rental agreement, amount of rent received, and to whom.

LOCATION	LEASE/RENTAL AGREEMENT INFORMATION	AMOUNT OF RENT	LESSOR

42. Are you or any member of your family the Executor, Administrator, Beneficiary or Heir of **any estate having any interest** in retail package (liquor) store? ☐ Yes ☒ No

If yes, list location(s), amount of interest and your relationship with the estate:

LOCATION(S)	% INTEREST	YOUR RELATIONSHIP TO ESTATE

43. Are you or any member of your family the beneficiary or trustee of **any trust fund having any interest** in a retail package (liquor) store? ☐ Yes ☒ No

If yes, give your position, the name of the trust and the amount of income that you receive.

POSITION	NAME OF TRUST	INCOME RECEIVED

CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE



CERTIFICATION

I have received a copy of the City of South Fulton Alcoholic Beverage Ordinance and I have read it and agree to adhere to all applicable City of South Fulton Ordinances, Georgia state laws and regulations governing the operation of establishments that serve and/or sell alcoholic beverages? ☒ Yes ☐ No

I understand it is the responsibility of the applicant/licensee/agent to ensure that all licenses to sell alcoholic beverages are renewed no later than December 15th of each year or I will have to apply for a new alcohol license. ☒ Yes ☐ No

I understand that a state alcohol license must also be obtained before any alcoholic beverage can be served or sold in the City of South Fulton, (this includes Alcoholic Beverage Manufacturers). I further understand that the state license is obtained **after** the city license is obtained and I am responsible for contacting the Georgia Department of Revenue to obtain a state alcohol license. ☒ Yes ☐ No

I understand that I am required to pay alcohol excise taxes in accordance with City of South Fulton Ordinance, Title 16 Alcoholic Beverages, and failure to pay excises taxes imposed by this ordinance will be grounds for suspension or revocation of my alcohol license. ☒ Yes ☐ No

I, the undersigned, do solemnly swear and attest, subject to criminal penalties for false swearing, that the information provided in this Application for Alcoholic Beverage Sales and Service and in any and all documents provided in support of this application are true and accurate. I further understand that any false statements provided by me or my representatives as part of this application, beyond any legal penalties, will result in the denial of the subject application.


SIGNATURE OF APPLICANT

06/14/2022

DATE

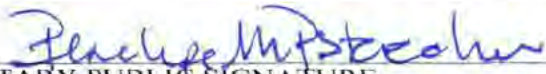
Shams Nanji, Member/Owner of Gas Express LLC
PRINTED NAME OF APPLICANT

~For Notary~

I hereby certify that Shams Nanji signed her/his name to the foregoing application stating to me that he/she knew and understood all statements and information contained therein and, under oath actually administered by me, has sworn that said statements and information are true and correct.

SWORN TO AND SUBSCRIBED

BEFORE ME THIS 14th DAY OF June 20 22


NOTARY PUBLIC SIGNATURE

NOTARY PUBLIC PRINTED NAME

Date Revised: 01/03/2022





South Fulton Police Department
License & Permit Unit
5539 Old National Highway
College Park, GA 30349



FINANCIAL AFFIDAVIT

(Please type or print)

This form must be completed by individuals with ownership and/or investment interest in the business, whether direct or indirect. This form may be required of others at the discretion of the Police Department as provided under COSF Title 16. **EACH QUESTION MUST BE FULLY ANSWERED.** If additional space is required, attach an additional sheet of paper.

1	LAST NAME Nanji	FIRST Shams	MI	SOCIAL SECURITY NO. [REDACTED]	
2	HOME ADDRESS (Actual Physical Location of Residence; Do Not Use P.O. Box) [REDACTED]				
	CITY Fayetteville	STATE GA	ZIP + 4 30214	DAY CONTACT NUMBER [REDACTED]	
3	LEGAL BUSINESS NAME Gas Express LLC		TRADE / DBA NAME Circle K #230		
	TOTAL AMOUNT OF MONEY YOU HAVE INVESTED [REDACTED]		% OF OWNERSHIP INTEREST 50%		
FINANCIAL INVESTMENT (You <u>may</u> be requested to provide a detailed accounting for all monies invested and attach appropriate documentation from each source.)					
TYPE		SOURCE(S)	AMOUNT	DOCUMENTATION	
LOAN	PERSONAL			YES	NO
☐	☒	Revenue from other businesses	[REDACTED]	☒	☐
☐	☐			☐	☐
☐	☐			☐	☐
☐	☐			☐	☐
☐	☐			☐	☐
☐	☐			☐	☐

SIGNATURE SECTION

BEFORE SIGNING THIS STATEMENT, CHECK ALL ANSWERS AND EXPLANATIONS TO SEE THAT YOU HAVE ANSWERED ALL QUESTIONS FULLY, COMPLETELY AND CORRECTLY. THIS STATEMENT IS TO BE EXECUTED UNDER OATH AND SUBJECT TO THE PENALTIES OF FALSE SWEARING, AND IT INCLUDES ALL ATTACHED SHEETS HERewith. STAMPED SIGNATURE IS NOT ACCEPTABLE.

I, Shams Nanji DO SOLEMNLY SWEAR, SUBJECT TO THE

PENALTIES OF FALSE SWEARING, THAT THE STATEMENT AND ANSWERS MADE BY ME IN THE FOREGOING AFFIDAVIT ARE TRUE AND CORRECT.


Signature

I HEREBY CERTIFY THAT Shams Nanji SIGNED HIS/HER NAME TO THE FORGOING AFFIDAVIT AFTER STATING TO ME UNDER OATH ADMINISTERED BY ME, THAT ALL STATEMENTS AND ANSWERS ARE TRUE AND CORRECT.

THIS 14th DAY OF June 2022

AFFIX SEAL.




NOTARY PUBLIC



South Fulton Police Department
License & Permit Unit
5539 Old National Highway
College Park, GA 30349



FINANCIAL AFFIDAVIT (Please type or print)

This form must be completed by individuals with ownership and/or investment interest in the business, whether direct or indirect. This form may be required of others at the discretion of the Police Department as provided under COSF Title 16 **EACH QUESTION MUST BE FULLY ANSWERED.** If additional space is required, attach an additional sheet of paper.

1	LAST NAME Chitalwala	FIRST Amin	MI MI	SOCIAL SECURITY NO. [REDACTED]	
2	HOME ADDRESS (Actual Physical Location of Residence; Do Not Use P.O. Box) [REDACTED]				
	CITY Atlanta	STATE GA	ZIP + 4 30329	DAY CONTACT NUMBER [REDACTED]	
3	LEGAL BUSINESS NAME Gas Express LLC		TRADE / DBA NAME Circle K #230		
	TOTAL AMOUNT OF MONEY YOU HAVE INVESTED [REDACTED]		% OF OWNERSHIP INTEREST 50%		
FINANCIAL INVESTMENT (You <u>may</u> be requested to provide a detailed accounting for all monies invested and attach appropriate documentation from each source.)					
TYPE		SOURCE(S)	AMOUNT	DOCUMENTATION	
LOAN	PERSONAL			YES	NO
☐	☒	Revenue from other businesses	[REDACTED]	☒	☐
☐	☐			☐	☐
☐	☐			☐	☐
☐	☐			☐	☐
☐	☐			☐	☐
☐	☐			☐	☐

SIGNATURE SECTION

BEFORE SIGNING THIS STATEMENT, CHECK ALL ANSWERS AND EXPLANATIONS TO SEE THAT YOU HAVE ANSWERED ALL QUESTIONS FULLY, COMPLETELY AND CORRECTLY. THIS STATEMENT IS TO BE EXECUTED UNDER OATH AND SUBJECT TO THE PENALTIES OF FALSE SWEARING, AND IT INCLUDES ALL ATTACHED SHEETS HERewith. STAMPED SIGNATURE IS NOT ACCEPTABLE.

I, Amin Chitalwala DO SOLEMNLY SWEAR, SUBJECT TO THE

PENALTIES OF FALSE SWEARING, THAT THE STATEMENT AND ANSWERS MADE BY ME IN THE FOREGOING AFFIDAVIT ARE TRUE AND CORRECT.

Signature

I HEREBY CERTIFY THAT Amin Chitalwala SIGNED HIS/HER NAME TO THE FORGOING AFFIDAVIT AFTER STATING TO ME UNDER OATH ADMINISTERED BY ME, THAT ALL STATEMENTS AND ANSWERS ARE TRUE AND CORRECT.

THIS 14th DAY OF June 2022

AFFIX SEAL



NOTARY PUBLIC

Date Revised: 5/25/2021

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APPLICANT PRIVACY RIGHTS

As an applicant that is the subject of a Georgia only or a Georgia and Federal Bureau of Investigation (FBI) national fingerprint/biometric-based criminal history record check for a non-criminal justice purpose (such as an application for a job or license, immigration or naturalization, security clearance, or adoption), you have certain rights which are discussed below.

- You must be provided written notification that your fingerprints/biometrics will be used to check the criminal history records maintained by the Georgia Crime Information Center (GCIC) and the FBI, when a federal record check is so authorized.
- If your fingerprints/biometrics are used to conduct a FBI national criminal history check, you are provided a copy of the Privacy Act Statement that would normally appear on the FBI fingerprint card.
- If you have a criminal history record, the agency making a determination of your suitability for the job, license, or other benefit must provide you the opportunity to complete or challenge the accuracy of the information in the record.
- The agency must advise you of the procedures for changing, correcting, or updating your criminal history record as set forth in Title 28, Code of Federal Regulations (CFR), Section 16.34.
- If you have a Georgia or FBI criminal history record, you should be afforded a reasonable amount of time to correct or complete the record (or decline to do so) before the agency denies you the job, license or other benefit based on information in the criminal history record.
- In the event an adverse employment or licensing decision is made, you must be informed of all information pertinent to that decision to include the contents of the record and the effect the record had upon the decision. Failure to provide all such information to the person subject to the adverse decision shall be a misdemeanor [O.C.G.A. § 35-3-34(b) and §35-3-35(b)].

You have the right to expect the agency receiving the results of the criminal history record check will use it only for authorized purposes and will not retain or disseminate it in violation of state and/or federal statute, regulation or executive order, or rule, procedure or standard established by the National Crime Prevention and Privacy Compact Council.

If the employment/licensing agency policy permits, the agency may provide you with a copy of your Georgia or FBI criminal history record for review and possible challenge. If agency policy does not permit it to provide you a copy of the record, information regarding how to obtain a copy of your Georgia, FBI or other state criminal history may be obtained at the GBI website (<http://gbi.georgia.gov/obtaining-criminal-history-record-information>).

If you decide to challenge the accuracy or completeness of your Georgia or FBI criminal history record, you should send your challenge to the agency that contributed the questioned information. Alternatively, you may send your challenge directly to GCIC provided the disputed arrest occurred in Georgia. Instructions to dispute the accuracy of your criminal history can be obtained at the GBI website (<http://gbi.georgia.gov/obtaining-criminal-history-record-information>).

Print Name: Shams Nanji

Date: 06/14/2022

Signature: 



PRIVACY ACT STATEMENT

Authority: The FBI's acquisition, preservation, and exchange of fingerprints and associated information is generally authorized under 28 U.S.C. 534. Depending on the nature of your application, supplemental authorities include Federal statutes, State statutes pursuant to Pub. L. 92-544, Presidential Executive Orders, and federal regulations. Providing your fingerprints and associated information is voluntary; however, failure to do so may affect completion or approval of your application.

Principal Purpose: Certain determinations, such as employment, licensing, and security clearances, may be predicated on fingerprint-based background checks. Your fingerprints and associated information/biometrics may be provided to the employing, investigating, or otherwise responsible agency, and/or the FBI for the purpose of comparing your fingerprints to other fingerprints in the FBI's Next Generation Identification (NGI) system or its successor systems (including civil, criminal, and latent fingerprint repositories) or other available records of the employing, investigating, or otherwise responsible agency. The FBI may retain your fingerprints and associated information/biometrics in NGI after the completion of this application and, while retained, your fingerprints may continue to be compared against other fingerprints submitted to or retained by NGI.

Routine Uses: During the processing of this application and for as long thereafter as your fingerprints and associated information/biometrics are retained in NGI, your information may be disclosed pursuant to your consent, and may be disclosed without your consent as permitted by the Privacy Act of 1974 and all applicable Routine Uses as may be published at any time in the Federal Register, including the Routine Uses for the NGI system and the FBI's Blanket Routine Uses. Routine Uses include, but are not limited to, disclosures to: employing, governmental or authorized non-governmental agencies responsible for employment, contracting, licensing, security clearances, and other suitability determinations; local, state, tribal, or federal law enforcement agencies; criminal justice agencies; and agencies responsible for national security or public safety.

Print Name: Shams Nanji

Date: 0 / 64 / 2022

Signature: 

TITLE 28 CFR 16.30 THROUGH 16.34

§ 16.30 Purpose and Scope

This subpart contains the regulations of the Federal Bureau of Investigation (FBI) concerning procedures to be followed when the subject of an identification record requests production of that record to review it or to obtain a change, correction, or updating of that record.

Initial: sm

§ 16.31 — Definition of identification record

An FBI identification record, often referred to as a "rap sheet," is a listing of certain information taken from fingerprint submissions retained by the FBI in connection with arrests and, in some instances, includes information taken from fingerprints submitted in connection with federal employment, naturalization, or military service. The identification record includes the name of the agency or institution that submitted the fingerprints to the FBI. If the fingerprints concern a criminal offense, the identification record includes the date of arrest or the date the individual was received by the agency submitting the fingerprints, the arrest charge, and the disposition of the arrest if known to the FBI. All arrest data included in an identification record are obtained from fingerprint submissions, disposition reports, and other reports submitted by agencies having criminal justice responsibilities. Therefore, the FBI Criminal Justice Information Services Division is not the source of the arrest data reflected on an identification record.

Initial: sm

§ 16.32 — Procedure to obtain an identification record

The subject of an identification record may obtain a copy thereof by submitting a written request via the U.S. mails directly to the FBI, Criminal Justice Information Services (CJIS) Division, ATTN: SCU, Mod. D-2, 1000 Custer Hollow Road, Clarksburg, WV 26306. Such request must be accompanied by satisfactory proof of identity, which shall consist of name, date and place of birth and a set of rolled-in inked fingerprint impressions placed upon fingerprint cards or forms commonly utilized for applicant or law enforcement purposes by law enforcement agencies.

Initial: sm

§ 16.33 — Fee for production of identification record

Each written request for production of an identification record must be accompanied by a fee of \$18 in the form of a certified check or money order, payable to the Treasury of the United States. This fee is established pursuant to the provisions of 31 U.S.C. 9701 and is based upon the clerical time beyond the first quarter hour to be spent in searching for, identifying, and reproducing each identification record requested as specified in § 16.10. Any request for waiver of the fee shall accompany the original request for the identification record and shall include a claim and proof of indigency. Subject to applicable laws, regulations, and directions of the Attorney General of the United States, the Director of the FBI may from time to time determine and establish a revised fee amount to be assessed under this authority. Notice relating to revised fee amounts shall be published in the *Federal Register*.

Initial: sm

§ 16.34 — Procedure to obtain change, correction or updating of identification records

If, after reviewing his/her identification record, the subject thereof believes that it is incorrect or incomplete in any respect and wishes changes, corrections or updating of the alleged deficiency, he/she should make application directly to the agency which contributed the questioned 2018-05 Attachment C information. The subject of a record may also direct his/her challenge as to the accuracy or completeness of any entry on his/her record to the FBI, Criminal Justice Information Services (CJIS) Division, ATTN: SCU, Mod. D-2, 1000 Custer Hollow Road, Clarksburg, WV 26306. The FBI will then forward the challenge to the agency which submitted the data requesting that agency to verify or correct the challenged entry. Upon the receipt of an official communication directly from the agency which contributed the original information, the FBI CJIS Division will make any changes necessary in accordance with the information supplied by that agency.

Initial: sm



Criminal History Record Information Consent/Inquiry Form
ALCOHOL LICENSE



I hereby authorize City of South Fulton Police Department to conduct an inquiry for the purpose of eligibility of my alcohol license as listed below and receive any Georgia and/or national criminal history record information as authorized by state and federal law.

Full Name (print)	Amin Chitalwala		
Any other name used (i.e. maiden name)	none	Place of Birth [REDACTED]	
Home Address	[REDACTED]		
Name of Business	Gas Express LLC d/b/a Circle K #230		
Address of Business	5955 Fulton Industrial Blvd SW, Ste A, Atlanta GA 30336		
Gender [REDACTED]	Height [REDACTED]	Date of Birth [REDACTED]	Social Security Number [REDACTED]
Race [REDACTED]	Weight [REDACTED]	Hair Color Blk	Eye Color Blk

☒ I, Amin Chitalwala, give consent to the above-named entity to perform periodic criminal history background checks for the duration of my tenure as agent, licensee, or member of this establishment listed above.

☒ I, Amin Chitalwala, confirm that I have received a copy of the Privacy Act Statement, Applicant's Privacy Rights and Title 28 CFR 16.30 through 16.34. I further confirm that I have read and understand these guidelines.

[Signature] 06/14/2022
Signature Date
Date of Inquiry: 8-8-22 Time of Inquiry: 1251 Operator's Initials: TR
Purpose Code Used: (check all that apply)

☒ E- Employment
☐ J- Civilian Criminal Justice Employment (State & III Info Received)
☐ W- Working with Children
☐ Z- Sworn Criminal Justice Employment (State & III Info Received)

The inquiry resulted in the following: (check all that apply)

☒ No Criminal Record Available
☒ Criminal Record (Attached/Released)
☒ No NCIC/GCIC Warrant
☐ Possible NCIC/GCIC Warrant (List Wanting Agency Below)

Wanting Agency Name: _____
Wanting Agency Telephone Number: _____

Timothy Reynolds 8-8-22
Print Agency Designee Name and Title Date
[Signature]
Agency Designee Signature



APPLICANT PRIVACY RIGHTS

As an applicant that is the subject of a Georgia only or a Georgia and Federal Bureau of Investigation (FBI) national fingerprint/biometric-based criminal history record check for a non-criminal justice purpose (such as an application for a job or license, immigration or naturalization, security clearance, or adoption), you have certain rights which are discussed below.

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- If your fingerprints/biometrics are used to conduct a FBI national criminal history check, you are provided a copy of the Privacy Act Statement that would normally appear on the FBI fingerprint card.
- If you have a criminal history record, the agency making a determination of your suitability for the job, license, or other benefit must provide you the opportunity to complete or challenge the accuracy of the information in the record.
- The agency must advise you of the procedures for changing, correcting, or updating your criminal history record as set forth in Title 28, Code of Federal Regulations (CFR), Section 16.34.
- If you have a Georgia or FBI criminal history record, you should be afforded a reasonable amount of time to correct or complete the record (or decline to do so) before the agency denies you the job, license or other benefit based on information in the criminal history record.
- In the event an adverse employment or licensing decision is made, you must be informed of all information pertinent to that decision to include the contents of the record and the effect the record had upon the decision. Failure to provide all such information to the person subject to the adverse decision shall be a misdemeanor [O.C.G.A. § 35-3-34(b) and §35-3-35(b)].

You have the right to expect the agency receiving the results of the criminal history record check will use it only for authorized purposes and will not retain or disseminate it in violation of state and/or federal statute, regulation or executive order, or rule, procedure or standard established by the National Crime Prevention and Privacy Compact Council.

If the employment/licensing agency policy permits, the agency may provide you with a copy of your Georgia or FBI criminal history record for review and possible challenge. If agency policy does not permit it to provide you a copy of the record, information regarding how to obtain a copy of your Georgia, FBI or other state criminal history may be obtained at the GBI website (<http://gbi.georgia.gov/obtaining-criminal-history-record-information>).

If you decide to challenge the accuracy or completeness of your Georgia or FBI criminal history record, you should send your challenge to the agency that contributed the questioned information. Alternatively, you may send your challenge directly to GCIC provided the disputed arrest occurred in Georgia. Instructions to dispute the accuracy of your criminal history can be obtained at the GBI website (<http://gbi.georgia.gov/obtaining-criminal-history-record-information>).

Print Name: Amin Chitalwala

Date: 06/14/2022

Signature: 



PRIVACY ACT STATEMENT

Authority: The FBI's acquisition, preservation, and exchange of fingerprints and associated information is generally authorized under 28 U.S.C. 534. Depending on the nature of your application, supplemental authorities include Federal statutes, State statutes pursuant to Pub. L. 92-544, Presidential Executive Orders, and federal regulations. Providing your fingerprints and associated information is voluntary; however, failure to do so may affect completion or approval of your application.

Principal Purpose: Certain determinations, such as employment, licensing, and security clearances, may be predicated on fingerprint-based background checks. Your fingerprints and associated information/biometrics may be provided to the employing, investigating, or otherwise responsible agency, and/or the FBI for the purpose of comparing your fingerprints to other fingerprints in the FBI's Next Generation Identification (NGI) system or its successor systems (including civil, criminal, and latent fingerprint repositories) or other available records of the employing, investigating, or otherwise responsible agency. The FBI may retain your fingerprints and associated information/biometrics in NGI after the completion of this application and, while retained, your fingerprints may continue to be compared against other fingerprints submitted to or retained by NGI.

Routine Uses: During the processing of this application and for as long thereafter as your fingerprints and associated information/biometrics are retained in NGI, your information may be disclosed pursuant to your consent, and may be disclosed without your consent as permitted by the Privacy Act of 1974 and all applicable Routine Uses as may be published at any time in the Federal Register, including the Routine Uses for the NGI system and the FBI's Blanket Routine Uses. Routine Uses include, but are not limited to, disclosures to: employing, governmental or authorized non-governmental agencies responsible for employment, contracting, licensing, security clearances, and other suitability determinations; local, state, tribal, or federal law enforcement agencies; criminal justice agencies; and agencies responsible for national security or public safety.

Print Name: Amin Chitalwala

Date: 06/14/2022

Signature: 

TITLE 28 CFR 16.30 THROUGH 16.34

§ 16.30 Purpose and Scope

This subpart contains the regulations of the Federal Bureau of Investigation (FBI) concerning procedures to be followed when the subject of an identification record requests production of that record to review it or to obtain a change, correction, or updating of that record.

Initial: AC

§ 16.31 — Definition of identification record

An FBI identification record, often referred to as a "rap sheet," is a listing of certain information taken from fingerprint submissions retained by the FBI in connection with arrests and, in some instances, includes information taken from fingerprints submitted in connection with federal employment, naturalization, or military service. The identification record includes the name of the agency or institution that submitted the fingerprints to the FBI. If the fingerprints concern a criminal offense, the identification record includes the date of arrest or the date the individual was received by the agency submitting the fingerprints, the arrest charge, and the disposition of the arrest if known to the FBI. All arrest data included in an identification record are obtained from fingerprint submissions, disposition reports, and other reports submitted by agencies having criminal justice responsibilities. Therefore, the FBI Criminal Justice Information Services Division is not the source of the arrest data reflected on an identification record.

Initial: AC

§ 16.32 — Procedure to obtain an identification record

The subject of an identification record may obtain a copy thereof by submitting a written request via the U.S. mails directly to the FBI, Criminal Justice Information Services (CJIS) Division, ATTN: SCU, Mod. D-2, 1000 Custer Hollow Road, Clarksburg, WV 26306. Such request must be accompanied by satisfactory proof of identity, which shall consist of name, date and place of birth and a set of rolled-in inked fingerprint impressions placed upon fingerprint cards or forms commonly utilized for applicant or law enforcement purposes by law enforcement agencies.

Initial: AC

§ 16.33 — Fee for production of identification record

Each written request for production of an identification record must be accompanied by a fee of \$18 in the form of a certified check or money order, payable to the Treasury of the United States. This fee is established pursuant to the provisions of 31 U.S.C. 9701 and is based upon the clerical time beyond the first quarter hour to be spent in searching for, identifying, and reproducing each identification record requested as specified in § 16.10. Any request for waiver of the fee shall accompany the original request for the identification record and shall include a claim and proof of indigency. Subject to applicable laws, regulations, and directions of the Attorney General of the United States, the Director of the FBI may from time to time determine and establish a revised fee amount to be assessed under this authority. Notice relating to revised fee amounts shall be published in the *Federal Register*.

Initial: AC

§ 16.34 — Procedure to obtain change, correction or updating of identification records

If, after reviewing his/her identification record, the subject thereof believes that it is incorrect or incomplete in any respect and wishes changes, corrections or updating of the alleged deficiency, he/she should make application directly to the agency which contributed the questioned 2018-05 Attachment C information. The subject of a record may also direct his/her challenge as to the accuracy or completeness of any entry on his/her record to the FBI, Criminal Justice Information Services (CJIS) Division, ATTN: SCU, Mod. D-2, 1000 Custer Hollow Road, Clarksburg, WV 26306. The FBI will then forward the challenge to the agency which submitted the data requesting that agency to verify or correct the challenged entry. Upon the receipt of an official communication directly from the agency which contributed the original information, the FBI CJIS Division will make any changes necessary in accordance with the information supplied by that agency.

Initial: AC

PRIMARY CHECKLIST FOR ATTACHMENTS

For All Alcohol License Types Note: all requested documents should be dated no more than 30 days prior to submitting application.

- ☐ Application Form
- ☐ Personal Statement Form for owner/licensee/agent/manager and corporate officers or major stakeholders of the business/organization with 20% or more of interest in business. (Must be a clear, current, front and back copy of identification document)
- ☐ Federal Clearance Letter for owner/licensee/agent/manager and corporate officers or major stakeholders of the business/organization with 20% or more of interest in business. (Must be a clear, current, front and back copy of identification document)
- ☐ For U.S. citizens: driver's license or state issued photo identification.
- ☐ For permanent U.S. residents: permanent U.S. resident card
- ☐ Citizenship Affidavit for Public Benefits
- ☐ E-Verify Affidavit
- ☐ Financial Affidavit Form
- ☐ Registered agent designee form with copy of registered agent's driver's license attached and complete the certificate of residency form.
- ☐ Copy of Georgia Secretary of State documents for LLCs & corporations (certificate & articles) **or** partnership agreement for partnerships
- ☐ Site plan (or proposed plan & specifications & building permit if not yet built)
- ☐ Certified Survey from registered land surveyor – or – professional engineer indicating distance requirements as outlined in City of South Fulton Title 16 Alcoholic Beverage Ordinance. The survey must include a certified scale drawing showing location and distance to closest school buildings, educational buildings, school grounds, colleges and/or any church buildings detailed floor plan, drawn to scale.
- ☐ Copy of occupational tax certificate from City of South Fulton
- ☐ Criminal History Record Information Consent/Inquiry Form for owner/licensee/agent/manager and corporate officers or major stakeholders of the business/organization with 20% or more of interest in business.
- ☐ Copy of Alcohol Awareness Certificate (Not Applicable to Wholesaler/Distributor applicants)
- ☐ If business sell food for consumption on premises, you must provide a copy of the Menu.

(Note: Fees will be assessed, and an invoice provided to applicant, please do not write checks or cashier checks until you receive an invoice with requisite fees.)

Additional Requirements

If the applicant is a franchise, provide everything from the Primary Checklist and:

Signed franchise agreement or contract.

If this is a change in ownership, provide everything from the Primary Checklist and:

Signed sale/purchase agreement.

If the location is a bona fide eating establishment, provide everything from the Primary Checklist and:

Copy of menu(s)

If the location is a bona fide private club, provide everything from the Primary Checklist and:

Proof of membership in the form of a list showing paid active members, copy of minutes from prior year's annual meetings, and listing of salaries for members, officers, agents or employees.

FOR POLICE LICENSE & PERMIT UNIT USE ONLY

Date Application Received _____

6/22/22

(This Section Must Be Date and Time Stamped)

Print Investigator Name Receiving Application _____

Jacquelyn J. Bell

Signature of Investigator _____

J Bell



South Fulton Police Department

5440 Fulton Industrial Blvd · Atlanta, Georgia · 30336 · 470-809-7300

Keith Meadows
Chief of Police

July 6, 2022

City of South Fulton Code Enforcement Department
ATTN: Brian Morris
brian.morris@cityofsouthfultonga.gov
5440 Fulton Industrial Blvd SW
Atlanta, GA 30336

The business listed below has applied for an Alcoholic Beverage License with the City of South Fulton. In order to proceed, the listed business must pass a Code Enforcement Inspection. Please complete the form below and return this form to the person listed below.

This business is applying for the following alcohol license(s):

- [] Consumption on Premises:
_____ Beer _____ Wine _____ Distilled Spirits
- [X] Retail
X Beer _____ Wine _____ Distilled Spirits

Business Information:

Gas Express LLC dba Circle K #230
Shams Nanji
5955 Fulton Industrial Blvd, Ste A
Atlanta, GA 30336
[REDACTED]

For Code Enforcement Use Only

Date of Inspection: 7/12/22

[X] Location above MEETS ALL City of South Fulton Code Enforcement Requirements

[] Location does NOT meet City of South Fulton Code Enforcement Requirements

If not, briefly explain reason: _____

Paul Muhammad
Print Name of Code Enforcement Inspector

[Signature]
Code Enforcement Inspector Signature

Brian Morris
Print Name of Department Head

[Signature]
Department Head Signature

Return form via email to: Police License and Permits @ pdlicenses@cityofsouthfultonga.gov



South Fulton Police Department

5440 Fulton Industrial Blvd · Atlanta, Georgia 30336 · 470-809-7300

Keith Meadows
Chief of Police

July 6, 2022

City of South Fulton Planning & Zoning Section
ATTN: Alicia Encalade
alicia.encalade@cityofsouthfultonga.gov
5440 Fulton Industrial Blvd SW
Atlanta, GA 30336

The business listed below has applied for an Alcoholic Beverage License with the City of South Fulton. In order to proceed, the listed business must pass a Zoning Compliance Inspection. Please complete the form below and return this form to the email address listed below.

This business is applying for the following alcohol license(s):

- [] Consumption on Premises
_____ Beer _____ Wine _____ Distilled Spirits
- [X] Retail
X Beer _X_ Wine _____ Distilled Spirits

Business Information:

Gas Express LLC dba Circle K #230
Shams Nanji
5955 Fulton Industrial Blvd, Ste A
Atlanta, GA 30336
[REDACTED]

For Planning & Zoning Use Only

Date of Compliance Inspection: July 20, 2022 Parcel ID Number: 14F0115 LL0180

Location is Zoned for: M-1 (light industrial park district)

Current/Past Use of the Property: Current use and past use is/was gas station.

☒ Location above **MEETS ALL** zoning and alcohol license zoning requirements of the City of South Fulton.

[] Location above does **NOT** zoning and alcohol license zoning requirements of the City of South Fulton.
If not, briefly explain reason below:

Alicia Encalade
Print Name of Zoning Planner

Derek Hull
Print Name of Department Head

[Signature]
Zoning Planner Signature

[Signature]
Department Head Signature

Return form via email to: Police Licenses @ pdlicenses@cityofsouthfultonga.gov

GOVERNMENT OF THE CITY OF SOUTH FULTON

TAMMIE SADDLER JONES
CITY MANAGER



DEREK HULL
DIRECTOR OF CDRA

Zoning Policy Brief & Impact Analysis

Shams Nanji
Gas Express LLC, dba, Circle K #230
5955 Fulton Industrial Blvd, Ste A
Parcel ID: 14F0115 LL0180
Existing Zoning: M-1 (Light Industrial Park District)
Zoning Petition Number: Z19-003

The applicant submitted an alcohol permit application to the City of South Fulton Police Department for Retail/Wholesale.

Pursuant to Georgia State Law, Zoning Proposal Review Standards are outlined in § 36-67-3. These standards mandate: in any local government which has established a planning department or other similar agency charged with the duty of reviewing zoning proposals, such planning department or other agency shall with respect to each zoning proposal investigate and make a recommendation with respect to each of the matters enumerated in this Code section, as well as carrying out any other duties with which the planning department or agency is charged by the local government. The planning department or other agency shall make a written record of its investigation and recommendations, and this record shall be a public record. The matters with which the planning department or agency shall be required to make such investigation and recommendation shall be:

(1) Whether the zoning proposal will permit a use that is suitable in view of the use and development of adjacent and nearby property;

- a. The Zoning professional found the parcel number 14F0115 LL0180; located at 5955 Fulton Industrial Blvd is compatible with the City's Zoning Ordinance as the existing zoning classification for the property is M-1 (Light Industrial Park District).

(2) Whether the zoning proposal will adversely affect the existing use or usability of adjacent or nearby property;

- a. The Zoning professional approved the application due to the following facts:
 - i. The proposed location is **NOT** within 100 feet of any private residence, or 300 feet of a church building, or within 300 feet of a school, school grounds, college campus, or within 200 feet of any designated school bus stop for drop off or pick up of children as per survey provided by Bryan C. Long. The distance requirements in the application comply with [Sec. 16-4001](#) of the City of South Fulton Municipal Code (Municode). - Distance from churches, schools, ,_N/A____, (please refer note below)

NOTE: According to the state law (**O.C.G.A. § 3-3-21**, attached) as well the city ordinance (Code of Ordinances TITLE 16 Alcoholic beverages page 21.h attached) the transition of ownership occurred within the 12 months.

- b. These facts compelled the zoning professional to note that this project poses **no adverse effect** to the existing use or usability of adjacent or nearby property.

(3) Whether the property to be affected by the zoning proposal has a reasonable economic use as currently zoned;

- a. The Zoning application indicates that the project has reasonable economic use as indicated by the issuance of a City of South Fulton Business License Id 2022.06.0904 that was issued to the business on 6/17/2022.

(4) Whether the zoning proposal will result in a use which will or could cause an excessive or burdensome use of existing streets, transportation facilities, utilities, or schools;

- a. The Zoning professional concluded that the use of a wholesale company is consistent with allowable uses for the site and this activity would not cause an excessive burden on existing streets, transportation facilities, utilities, or schools.

(5) If the local government has an adopted land use plan, whether the zoning proposal is in conformity with the policy and intent of the land use plan; and

- a. The Zoning Professional concluded that the project conforms with the existing conditions within the South Fulton Zoning Ordinance M-1 (Light Industrial Park District) zoning district.
- b. Art. 206.04 M-1 (Light Industrial Park District) District scope and intent. Regulations set forth in this section are the M-1 District regulations. The M-1 District is to provide locations in which neighborhood and community-oriented retail and service activities conclude a transition, or land areas which compliment a transition into a more intense activity area. Complimentary noncommercial uses are also permitted. Comprehensive Plan Land Use Map as suitable for commercial (including retail, service commercial and office) uses and in Regional Live work corridors.

(6) Whether there are other existing or changing conditions affecting the use and development of the property which give supporting grounds for either approval or disapproval of the zoning proposal.

- a. The Zoning professional found no conditions that would constitute disapproval of the proposal. As a result, the Zoning professional attested to the application for compliance and rendered a Zoning Approval pursuant to a zoning compliance inspection on July 20, 2022. The approval signature is affixed as part of the completed application.

Conclusion: The Department of Community Development and Regulatory Affairs can attest to the fact the application submitted by Gas Express LLC, dba Circle K #230; has met the City of South Fulton requirements outlined in the alcohol permit application.

O.C.G.A. § 3-3-21

(B) Any wine or malt beverages within 100 yards of any school building, school grounds, or college campus. This subparagraph shall not apply at any location for which a license has been issued prior to July 1, 1981, nor to the renewal of such license. Nor shall this subparagraph apply at any location for which a new license is applied for if the sale of wine and beer was lawful at such location at any time during the 12 months immediately preceding such application. Nothing in this subparagraph shall prohibit a grocery store licensed for the retail sale of only wine and

malt beverages for consumption off the premises from selling wine or malt beverages within 100 yards of any school building, school grounds, or college campus, where so permitted by resolution or ordinance of the county or municipality. As used in this subparagraph, the term "grocery store" means a retail establishment which has a total retail floor space of at least 10,000 square feet of which at least 85 percent is reserved for the sale of food and other nonalcoholic items, conducts all of its sales inside the building containing its retail floor space, and meets such other criteria as may be required by the local governing authority of the county or municipality; or

TITLE 16 ALCOHOLIC BEVERAGES, CHAPTER 1. IN GENERAL

- (h) If the distance requirements are met at the time a license is issued, the subsequent opening and operation of a church, school or treatment center within the prohibited distance shall not prevent the continuance of an existing license or the issuance of a new license to a subsequent business owner; provided, however, that as to any new license, the prior license must have been lawful and validly issued at the location at any time during the 12 months immediately preceding the application for the new license.



South Fulton Police Department

5440 Fulton Industrial Blvd · Atlanta, Georgia 30336-470-808-7300

Keith Meadows
Chief of Police

July 6, 2022

City of South Fulton Business License
ATTN: LaShayne Taylor
Lashayne.taylor@cityofsouthfultonga.gov
5440 Fulton Industrial Blvd SW
Atlanta, GA 30336

The business listed below has applied for an Alcoholic Beverage License with the City of South Fulton. In order to proceed, the listed business must possess a current City of South Fulton Business License. Please complete this form and return to the email listed at the bottom of the form below.

This business is applying for the following alcohol license(s):

☐ Consumption on Premises
_____ Beer _____ Wine _____ Distilled Spirits

☒ Retail
____X____ Beer ____X____ Wine _____ Distilled Spirits

Business Information:

Gas Express LLC dba Circle K #230
Shams Nanji
5955 Fulton Industrial Blvd, Ste A
Atlanta, GA 30336
[REDACTED]

For Business License Use Only

☒ Location above **HAS** a current and valid occupational tax certificate and meets all of the business and occupational tax ordinance of the City of South Fulton. A copy of the occupational tax certificate is attached.

☐ Location above does **NOT** have an occupational tax certificate with the City of South Fulton.
If additional explanation is required, briefly explain below.

LaShayne Taylor
Print Name of Business Tax Specialist

KAREN SLATON-DIXON
Print Name of Department Head

LaShayne Taylor
Business Tax Specialist Signature

Karen Slaton-Dixon
Department Head Signature

Return form via email to: Police License and Permits @ pdlicenses@cityofsouthfultonga.gov

CITY OF SOUTH FULTON - OCCUPATIONAL TAX CERTIFICATE

COSF Business License
5440 Fulton Industrial Blvd
Atlanta, GA 30331



License Id:	2022.06.0904	Issued Date:	6/17/2022
Effective Date:	01/01/2022	Expiration Date:	12/31/2022
License Type:	Gasoline Stations with Convenience Stores		

Business Name: Gas Express LLC
Business Location: 5955 Fulton Industrial Boulevard SW Suite A, South Fulton, GA 30336
Circle K #230
Shams Nanji

2022

NON-TRANSFERABLE

TO BE PLACED IN A CONSPICUOUS PLACE



South Fulton Police Department

5440 Fulton Industrial Blvd · Atlanta, Georgia 30336 470-809-7300

Keith Meadows
Chief of Police

July 6, 2022

City of South Fulton Fire Department
ATTN: Office of the Fire Marshal
Donna.dingler@cityofsouthfultonga.gov
City of South Fulton Fire Department
5440 Fulton Industrial Blvd SW
Atlanta, GA 30336

The business listed below has applied for an Alcoholic Beverage License with the City of South Fulton. To proceed, the listed business must pass a Fire Inspection. Please complete the form below and return this form to the email listed below.

This business is applying for the following alcohol license(s):

- [] Consumption on Premises
_____ Beer _____ Wine _____ Distilled Spirits
- [X] Retail
____X____ Beer ____X____ Wine _____ Distilled Spirits

Business Information:

Gas Express LLC dba Circle K #230
Shams Nanji
5955 Fulton Industrial Blvd, Ste A
Atlanta, GA 30336
[REDACTED]

For Fire Use Only

Date of Inspection: 7/12/22

- [☒] Location above MEETS ALL City of South Fulton Fire Ordinance and Fire Codes
- [] Location does NOT meet City of South Fulton Fire Ordinance and Fire Codes
If not, briefly explain reason: _____

Gregory Chambers
Print Name of Fire Inspector

[Signature]
Fire Inspector Signature

Donna K. Dingler Fire Marshal
Print Name of Department Head

[Signature]
Department Head Signature

Return form via email to: Police Licenses and Permits @ pdlicenses@cityofsouthfultonga.gov



SOUTH FULTON FIRE RESCUE DEPARTMENT INSPECTION REPORT

Permit# _____ Location# _____

Approved: Yes / No _____ Reinspection _____

Date: 7/12/22 FIRE ZONE: B-2

Business Name Circle K #230 Phone No. (4) 452 3657 Email [REDACTED]
Address 5955 Fulton Industrial Blvd Suite A City South Fulton Zip 30336
Owner's Name Gas Express LLC Address Same
Phone No. 404 452 3657 City/State/Zip South Fulton GA 30336
Emergency Contact Name _____ Phone No. _____

INSPECTION TYPES: Annual Business Day Care, Personal Care home, School, Assembly,
Construction 50%, 80% 100%, High hazard Storage Facility,
Hood systems, Alarm Acceptance, Sprinkler Acceptance, Other Liquor License

PLAN REVIEW: Alarm, Sprinkler, Commercial hood, 510 Communications, Gates/Locks, Other _____

PERMITS: Burn pit, Bonfire, Tent, Fireworks, Food Trucks, Events, Other _____

Code Violations and Recommendations:

No Fire Code violations @ this time

We would like to thank you for your cooperation during this inspection. The inspection was made based upon the current Codes which set forth minimum requirements for fire safety and are adopted by South Fulton and the State of Georgia. Please note that if no violations were noted during this inspection, it met the minimum Codes requirements.

If, however, violations were noted you are required to make the necessary corrections immediately. A re-inspection of corrections will be conducted after a thirty-day period to confirm compliance.

Inspecting Officer: Capt. G. Chambers Phone: 404 358 8048 non-emergency only

FOR FIRE OR OTHER EMERGENCY - CALL 911

Copy distribution: White-Community Risk Reduction: Blue-Inspector: Yellow-Business



South Fulton Police Department

5440 Fulton Industrial Blvd · Atlanta, Georgia 30336
Phone: (470) 809-7300

Keith Meadows
Chief of Police

July 21, 2022

To: ABL File
South Fulton Police Department
5440 Fulton Industrial Blvd SW
Atlanta, GA 30336

The business listed below has applied for an Alcoholic Beverage License with the City of South Fulton. In order to proceed, the listed business must pass a Background Investigation. Please complete the form below and place in file folder.

This business is applying for the following alcohol license(s):

- [] Consumption on Premises
_____ Beer _____ Wine _____ Distilled Spirits
- [X] Retail / Wholesale
__X__ Beer __X__ Wine _____ Distilled Spirits

Business Information:

Gas Express LLC dba Circle K #230
Shams Nanji
5955 Fulton Industrial Blvd, Ste A
Atlanta, GA 30336
[REDACTED]

For Law Enforcement Use Only

Date Background Investigation Completed: July 21, 2022

- [X] The Applicant listed above has met the requirements of the background investigation.
[] The Applicant listed above does **NOT** meet the requirements of the background investigation.

If not, briefly explain reason: _____

Jacquelyn J. Bell
Print Name of Investigator

[Signature]
Investigator Signature

Place Form in Police ABL File

Jacquelyn Bell

CAD

From: Timothy Reynolds
Sent: Tuesday, July 19, 2022 1:06 PM
To: Newsome, Michael
Cc: Jacquelyn Bell; Shada Esprit; Traylor, Marcus
Subject: Re: CAD Transfer Request

Got it, thank you.

Get [Outlook for iOS](#)

From: Newsome, Michael <Michael.Newsome@fultoncountyga.gov>
Sent: Tuesday, July 19, 2022 12:58:12 PM
To: Timothy Reynolds <timothy.reynolds@cityofsouthfultonga.gov>
Cc: Jacquelyn Bell <jacquelyn.bell@cityofsouthfultonga.gov>; Shada Esprit <Shada.Esprit@cityofsouthfultonga.gov>; Traylor, Marcus <Marcus.Traylor@fultoncountyga.gov>
Subject: RE: CAD Transfer Request

Good Afternoon,

During the time period inquired about there was only one CAD call at address provided; the CAD report and audio is attached.

Regards,

Michael A. Newsome | E911 Communications Supervisor Senior/Records Custodian
Fulton County Department of Emergency Services

From: Timothy Reynolds <timothy.reynolds@cityofsouthfultonga.gov>
Sent: Tuesday, July 12, 2022 9:39 AM
To: Fulton County - 911 Records Request <911RecordsRequest@fultoncountyga.gov>; Jacquelyn Bell <jacquelyn.bell@cityofsouthfultonga.gov>; Shada Esprit <Shada.Esprit@cityofsouthfultonga.gov>
Subject: CAD Transfer Request

Good morning,

Please provide the call history for the below address for the time period of October 1, 2020 to September 30, 2021. If I could have them in the "Blue" format and excel, I would appreciate it.

Circle K #230, 5955 Fulton Industrial Blvd, SW Ste A, Atlanta GA 30336

Best Regards,

Sent from [Mail](#) for Windows

COMMUNICATIONS

Event Report

Event ID: 2020-348286

Call Ref #: 8

Date/Time Received: 10/05/20 14:38:24

Rpt #: Call Source: W911	Prime Unit:	Services Involved LAW
Location: 5955 FULTON INDUSTRIAL BLVD SW		DIST: 17104.51 ft
X-ST: CAMP CREEK PKWY SW		Jur: CAD Service: LAW Agency: FCPD
BOAT ROCK BLVD SW		St/Beat: FC33 District: RA: FCPD
Business:	Phone:	GP: 33
Nature: 41 AUTOMOBILE ACCIDENT Alarm Lvl: 1 Priority: 2 Medical Priority:		
Reclassified Nature:		
Caller: BIEU Addr: 2826 DUNWOODY CLUB DR		Alarm: Alarm Type:
Vehicle #:	St:	Report Only: No Race: Sex: Age:
Call Taker: ROSSL		Console: TRN1
Geo-Verified Addr.: Yes Nature Summary Code: Disposition: RDEK Close Comments:		
Notes: DORAVILLE OP-490 CLR ON CALL [10/05/20 15:20:36 NEWSOME] CORRECT ADDRESS IS 5955 PEACHTREE INDUSTRIAL BOULEVARD [10/05/20 15:17:52 FLAGG] comp S/78 veh 2020 Lexus R315 gray vs susp S/78 veh truck..no injuries [10/05/20 14:40:40 ROSSL]		

Times

Call Received: 10/05/20 14:38:24	Time From Call Received		
Call Routed: 10/05/20 14:40:41	000:02:17	Unit Reaction:	(1st Dispatch to 1st Arrive)
Call Take Finished: 10/05/20 14:40:47	000:02:23	En-Route:	(1st Dispatch to 1st En-Route)
1st Dispatch: 10/05/20 15:00:15	000:21:51 (Time Held)	On-Scene:	(1st Arrive to Last Clear)
1st En-Route: 10/05/20 15:00:15	000:21:51		
1st Arrive: 10/05/20 15:00:15	000:21:51 (Reaction Time)		
Last Clear:			

Radio Log

Unit	Empl ID	Type	Description	Time Stamp	Comments (may truncate in portrait)	Close Code	User
FC40	FC2007	D	Dispatched	10/05/20 15:00:15	IN AREA		WILLIAMO
FC40	FC2007	E	En-Route	10/05/20 15:00:15	IN AREA		WILLIAMO
FC40	FC2007	A	Arrived	10/05/20 15:00:15	IN AREA		WILLIAMO
FC40	FC2007	X	Canceled	10/05/20 15:12:31	WRONG ADDRESS		WILLIAMO

Event Log

Unit	Empl ID	Type	Description	Time Stamp	Comments (may truncate in portrait)	Close Code	User
		TR	Time Received	10/05/20 14:38:24	By: E911		ROSSL
		ENT	Entered Street	10/05/20 14:38:24	3920 N PEACHTREE RD		ROSSL

Report Generated: 07/19/2022 12:32:53 | User ID: NEWSOME

Note: Comments may truncate in portrait. Use landscape to avoid truncation.

\\VMWP-RMSCDAP01.CO.FULTON.GA.US\OISS\CAD\CAD\prt
EventHistory_Event_Portrait

Page 1 of 2

CHG	Changed Street	10/05/20 14:38:31	2826 DUNWOODY CLUB DR --> 5915 F	ROSSL
CHG	Changed Street	10/05/20 14:38:40	5915 FULTON INDUSTRIAL BLVD SW -	ROSSL
CHG	Changed CallerName_	10/05/20 14:38:59	T-MOBILE USA --> BIEU	ROSSL
ENT	Entered Remarks	10/05/20 14:40:40		ROSSL
FF	Fast Forward to LAW	10/05/20 14:40:41	LAW	ROSSL
ENT	Entered Nature	10/05/20 14:40:42	41 AUTOMOBILE ACCIDENT	ROSSL
FIN	Finished Call Taking	10/05/20 14:40:47		ROSSL
VEV	Viewed Event	10/05/20 14:41:08	User First Viewed Event CAD	NAYLORT
VEV	Viewed Event	10/05/20 14:56:36	User First Viewed Event CAD	WILLIAMO
VEV	Viewed Event	10/05/20 14:59:04	User First Viewed Event CAD	WOODYAR
VCH	Viewed Call Hist (Neigh	10/05/20 14:59:37	Location Information	WILLIAMO
VEV	Viewed Event	10/05/20 14:59:52	User First Viewed Event CAD	FC6064
VEV	Viewed Event	10/05/20 15:10:50	User First Viewed Event CAD	FLAGG
VEV	Viewed Event	10/05/20 15:13:39	User First Viewed Event CAD	BUCKLEYR
VEV	Viewed Event	10/05/20 15:13:55	User First Viewed Event CAD	NEWSOME
ARM	Added Remarks	10/05/20 15:17:52		FLAGG
ARM	Added Remarks	10/05/20 15:20:36		NEWSOME
CAN	Event Cancelled	10/05/20 15:21:26		RDEK WILLIAMO



South Fulton Police Department

5440 Fulton Industrial Blvd - Atlanta, Georgia 30336
Phone: (470) 809-7300

Keith Meadows
Chief of Police

June 28, 2022

Fulton County School Board
ATTN: Dondrell Haines
hainesd@fultonschools.org
Transportation Supervisor/Operations
Fulton County Schools System
55 Heath St. Fairburn, GA. 30213

The business listed below has applied for an Alcoholic Beverage License with the City of South Fulton. In order to proceed, the listed business must verify compliance of distance from the nearest school and school bus stop. Please complete the form below and return this form to the email address listed below.

This business is applying for the following alcohol license(s):

- [] Consumption on Premises
_____ Beer _____ Wine _____ Distilled Spirits
- [X] Retail
____X____ Beer _____X____ Wine _____ Distilled Spirits

Business Information:

Gas Express LLC dba Circle K #230
Shams Nanji
5955 Fulton Industrial Blvd, Ste A
Atlanta, GA 30336
[REDACTED]

For School Board Use Only

Date Completed: July 20th 2022

- [✓] Location above is 300 yards from nearest school ground
[✓] Location above is 200 yards from the nearest school bus stop as designated by Fulton County Board of Education. ✓
If not, briefly explain reason: _____

Dondrell Haines
Print Name of Person Verifying Distance

Dondrell Haines
Signature

Return form via email to: pdlicenses@cityofsouthfultonga.gov

City of South Fulton
5440 Fulton Industrial Blvd SW

Atlanta, GA 30336

(470)809-7700

PAY ONLINE AT:
[HTTPS://WWW.CITYOFSOUTHFULTONGA.GOV](https://www.cityofsouthfultonga.gov)
SCROLL DOWN TO CLICK "PAY ONLINE" ICON

Gas Express, LLC
5955 Fulton Ind Blvd Ste A
Atlanta, GA 30336

INVOICE #

22005000

CUSTOMER ID: [REDACTED] PIN: [REDACTED]

INVOICE DATE: 06/23/22

DUE DATE:

**MAKE CHECKS PAYABLE TO:
CITY OF SOUTH FULTON**

QUANTITY/UNIT	SERVICE ID	DESCRIPTION	UNIT PRICE	AMOUNT
		Alcohol License		
1.0000/1	ABLAPPL	Alcohol Lic - Application fee Alcohol License	300.000000	300.00
1.0000/1	POLICEAB	Police Alch Background Check Alcohol License	55.000000	55.00
1.0000/1	ABLADV	Alcohol Lic Advertising Fee Alcohol License	505.000000	505.00
1.0000/1	ABLFIREI	Alcohol Fire Inspection Fee Alcohol License	75.000000	75.00
1.0000/1	ABLSTRBR	Alcohol Lic Store -Beer Alcohol License	400.000000	400.00
1.0000/1	ABLSTRWN	Alcohol Lic Store Wine Alcohol License	400.000000	400.00
			TOTAL DUE:	\$ 1,735.00
Prn Payment: 06/24/22 CK 3831497015				-1,735.00
			BALANCE:	\$ 0.00

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

City of South Fulton
5440 Fulton Industrial Blvd SW

Atlanta, GA 30336

Gas Express, LLC
5955 Fulton Ind Blvd Ste A
Atlanta, GA 30336

INVOICE #: 22005000
DESCRIPTION: Alcohol License
CUSTOMER ID: [REDACTED] PIN: [REDACTED]
DUE DATE:
TOTAL DUE: \$ 0.00





**UNITED STATES DISTRICT COURT
NORTHERN DISTRICT OF GEORGIA**

2211 United States Courthouse
75 Ted Turner Drive, SW
Atlanta, GA 30303

Kevin P. Weimer
Clerk of Court

404-215-1600

Name: AMIN CHITALWALA

I, Kevin P. Weimer, Clerk, United States District Court for the Northern District of Georgia, do hereby certify that I have examined the record of said court for the Atlanta Division of said district and the records do not reveal the filing of a criminal indictment or information charging an offense against the United States of America by AMIN CHITALWALA within ten (10) years immediately preceding the date of this certificate.

In testimony whereof, I have hereunto set my hand and have affixed the seal of said Court, at Atlanta, Georgia, this 17th day of May, 2022.

KEVIN P. WEIMER
DISTRICT COURT EXECUTIVE
CLERK OF COURT

By: _____


Deputy Clerk



**UNITED STATES DISTRICT COURT
NORTHERN DISTRICT OF GEORGIA**

2211 United States Courthouse
75 Ted Turner Drive, SW
Atlanta, GA 30303

Kevin P. Weimer
Clerk of Court

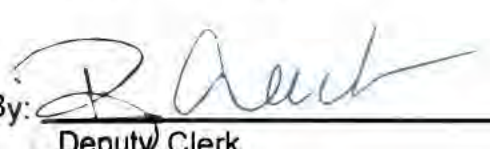
404-215-1600

Name: SHAMS NANJI

I, Kevin P. Weimer, Clerk, United States District Court for the Northern District of Georgia, do hereby certify that I have examined the record of said court for the Atlanta Division of said district and the records do not reveal the filing of a criminal indictment or information charging an offense against the United States of America by SHAMS NANJI within ten (10) years immediately preceding the date of this certificate.

In testimony whereof, I have hereunto set my hand and have affixed the seal of said Court, at Atlanta, Georgia, this 17th day of May, 2022.

KEVIN P. WEIMER
DISTRICT COURT EXECUTIVE
CLERK OF COURT

By: 

Deputy Clerk

STATE OF GEORGIA

Secretary of State

Corporations Division

313 West Tower

2 Martin Luther King, Jr. Dr.

Atlanta, Georgia 30334-1530

ANNUAL REGISTRATION

Electronically Filed

Secretary of State

Filing Date: 4/1/2022 9:41:41 AM

BUSINESS INFORMATION

CONTROL NUMBER	0145618
BUSINESS NAME	GAS EXPRESS, LLC
BUSINESS TYPE	Domestic Limited Liability Company
EFFECTIVE DATE	04/01/2022
ANNUAL REGISTRATION PERIOD	2022

PRINCIPAL OFFICE ADDRESS

ADDRESS	1575 Northside Dr. NW, Suite 470, Atlanta, GA, 30318, USA
---------	---

REGISTERED AGENT

NAME	ADDRESS	COUNTY
SHAMS NANJI	1575 Northside Dr. NW, Suite 470, Atlanta, GA, 30318, USA	Fulton

AUTHORIZER INFORMATION

AUTHORIZER SIGNATURE	Shams Nanji
AUTHORIZER TITLE	Authorized Person



CERTIFICATE OF COMPLETION

This certifies that

Shams Nanji

is awarded this certificate for

Learn2Serve Off-Premises Alcohol Seller/Server



Course Duration

3.0



Completion Date

06/24/2022



Certificate #

000020686075

A handwritten signature in black ink, appearing to read 'Shams Nanji'.

Official Signature



Training Institute for Responsible Vendors, Inc.

certifies that

Elvis Jones

has successfully completed the course of

Responsible Alcohol Sales and Service.



In witness thereof this 8th day of July, 2022.
(Expires 07/07/2024)
#2022-7385-001



FOR

ATLANTA, GA 30318



SITE PHOTO #1



SITE PHOTO #2



SITE PHOTO #3



SITE PHOTO #4



SITE PHOTO #5



Wool Image is



SCHOOL IMAGE #2



COMPLAINT USED
PRECEDENT PRODUCTION, 1970-75, NO TOTAL STRIKE
FIELD SURVEY COMPLETED MAY 08, 2022

LEGEND & ABBREVIATIONS

1981

[illegible]

CHALLENGE #2

SPC Georgia
West Zone

ALCOHOL MERCHANT IMAGE #1

[illegible]

LOCATION MAP

NORTH POINT
LAND SURVEYING

3704 CORPUSKILL VILLAGE DRIVE
SUITE 406
KENNESAW, GEORGIA 30144
PHONE (770) 315-5129
EMAIL: RSP@NPLANDSURVEYING.COM
WWW.NPLANDSURVEYING.COM



5955 FULTON INDUSTRIAL BLVD
LOCATED IN L.L. 115 & 134
14TH DISTRICT
CITY OF SOUTH FULTON
FULTON COUNTY, GA

ALCOHOLIC BEVERAGE
LICENSE SURVEY
FOR
GAS EXPRESS LLC D/B/A
CIRCLE K #230
1575 NORTSIDE DR NW,
SUITE 470
ATLANTA, GA 30318

DATE	05/12/2002
PROJECT NO.	055-21
SCALE	1" = 50'
DRAWN BY	- RYAN SINGER
CHECKED BY	- RYAN SCHULT
FIELD CREW	- RYAN SINGER
MASS DWD PATH	2002/03/25/033-2104.MXD
SHEET	1 OF 1

[illegible]

SURVEYOR'S CERTIFICATE



GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: 7:00 p.m. U22-006: Request Council Consideration of a special use permit for a boarding school located at 5545 Stonewall Tell Rd. (District 3)

DATE: September 27, 2022

SUBJECT: 7:00 p.m. U22-006: Request Council Consideration of a special use permit for a boarding school located at 5545 Stonewall Tell Rd. (District 3)

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
U22-006 5545 Stonewall tell rd	Cover Memo	9/23/2022

GOVERNMENT OF THE CITY OF SOUTH FULTON

TAMMI SADDLER JONES
CITY MANAGER

DEREK R. HULL
COMMUNITY DEVELOPMENT AND REGULATORY AFFAIRS
DIRECTOR



MEMORANDUM

TO: Mayor and City Council
FROM: Planning Division
SUBJECT: U22-006: 5545 Stonewall Tell Rd.
MEETING DATE: September 13, 2022

STAFF RECOMMENDATION: Approval with Staff Conditions

PLANNING COMMISSION RECOMMENDATION: Approval with Staff Conditions

Request for a special use permit for a boarding school

cc: Corey Adams, City Clerk

APPLICATION INFORMATION

Sonj LLC, Jason Allen
2615 SW 81st St. Terrace
Unit 2605
Miramar FL 33205

Status of Applicant:	Owner
City Council District(s):	District 3
Parcel ID Number:	09F270201090317
Land Use Request:	Special Use Permit (SUP)
Area of Property:	3.75 Acres
Current/Past Use of the Property:	Church and School
Prior Zoning Cases/History:	None
Surrounding Zoning:	<u>South</u> : Ag-1 (Agricultural) <u>North</u> : AG-1 (Agricultural) <u>East</u> : AG-1 (agricultural) <u>West</u> : Union City (residential and undeveloped)
2021 Future Land Use Designation:	<u>Character Type</u> : Suburban Neighborhood <u>Land Uses</u> : diverse housing types and civic uses <u>Zonings</u> : R-3,R-3A,R-4A, CUP, NUP, SH
Compatibility to the City of South Fulton 2021 Comprehensive Plan:	Yes. The Sub-urban neighborhood designation is for diverse housing types and civic or institutional uses.
Overlay District:	Cliftondale
Public Utilities:	Water service is provided to these sites by City of Atlanta.
	Sewer Service is provided by Fulton County
Public Services:	Police and fire services are available to the site by the City of South Fulton.

Transportation:

Street: Stonewall Tell Rd.

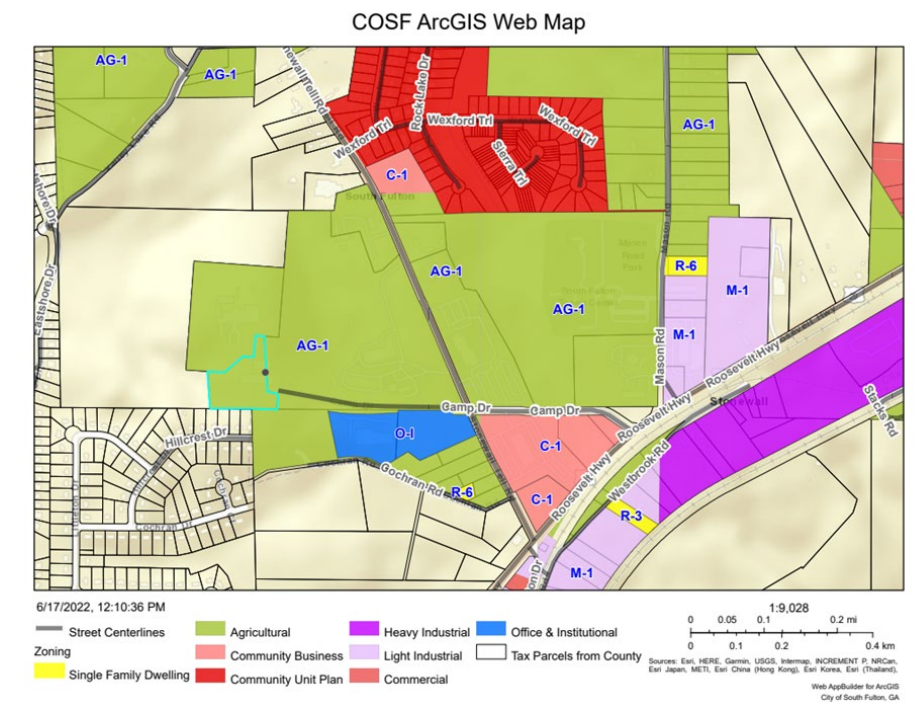
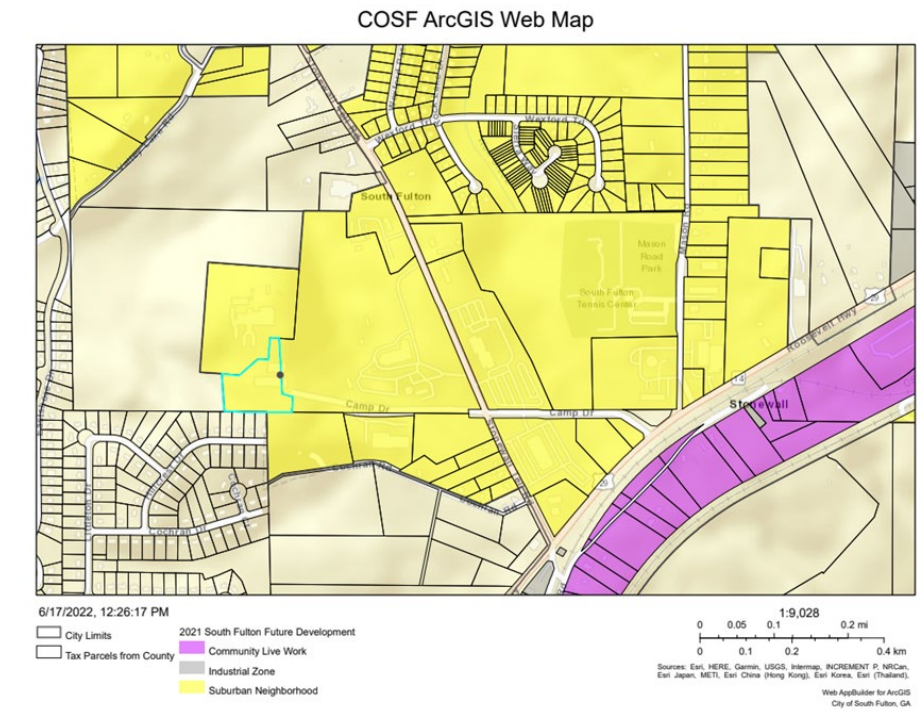
Classification: Minor arterial local route

Public Transit: The site is not yet served by MARTA.

Bike/Pedestrian Access: Sidewalks and bike paths are not present to the site at this time.

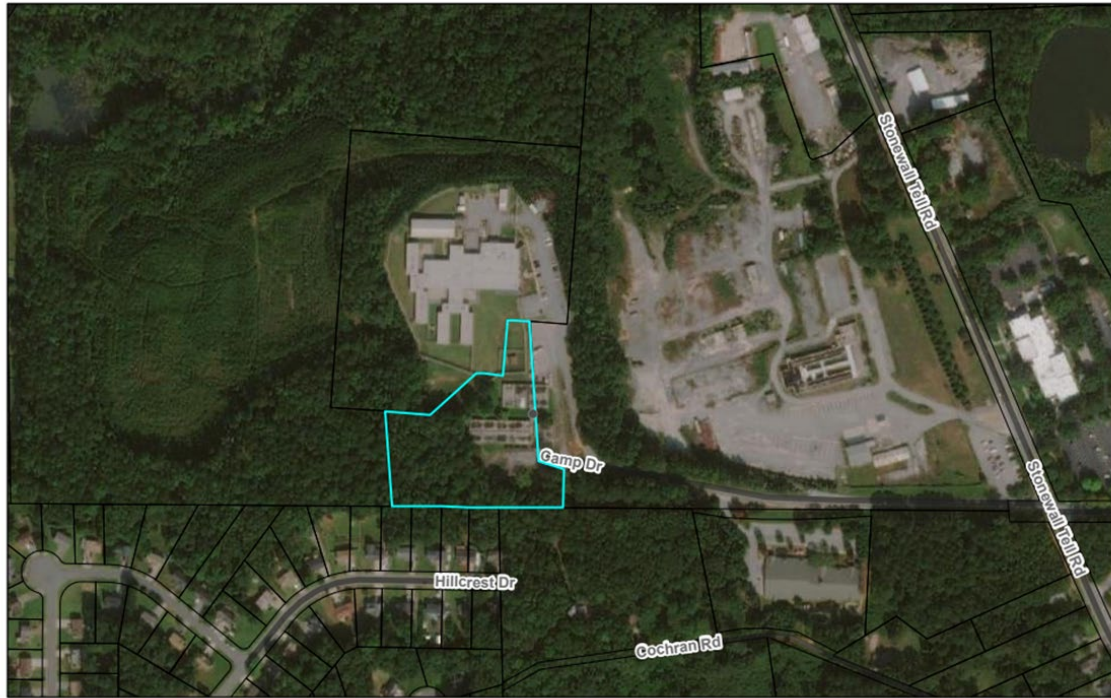
Parking Required (Retail/Service Stations): Parking Required: 116

City of South Fulton Zoning and Future Land Use Maps:



Aerial Map Plan

COSF ArcGIS Web Map

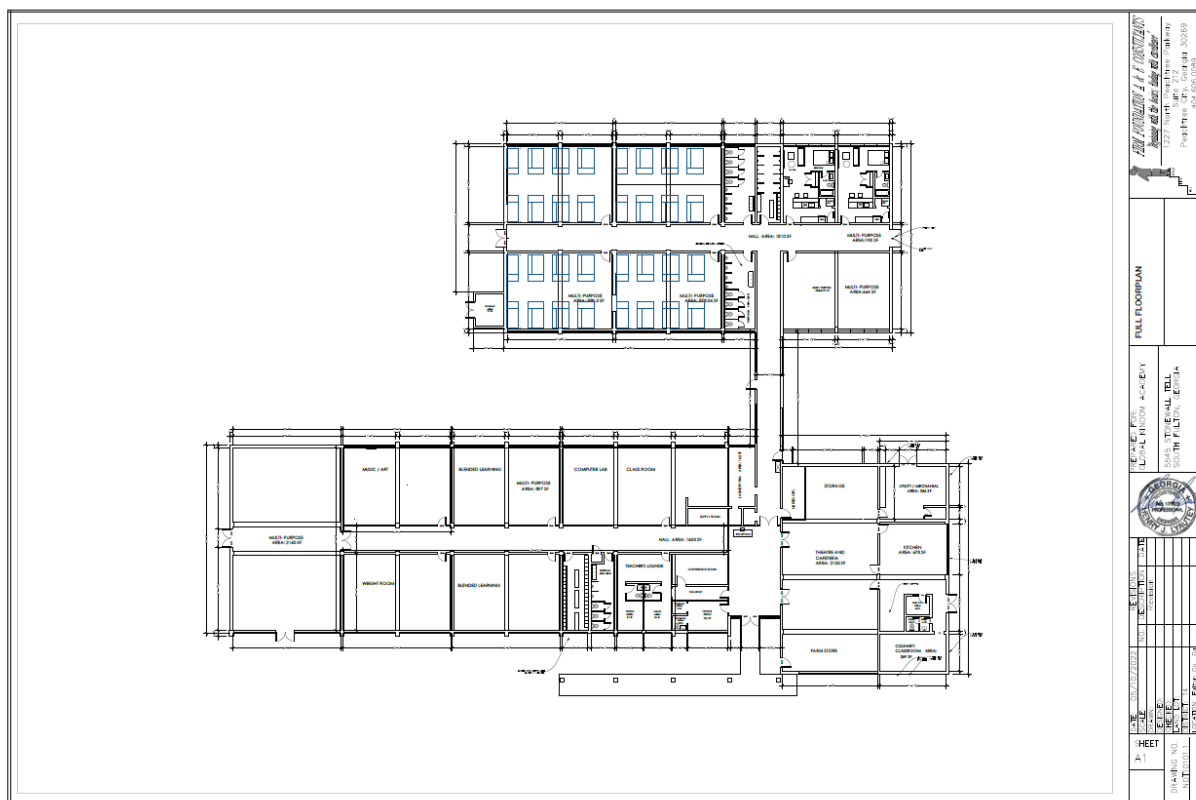
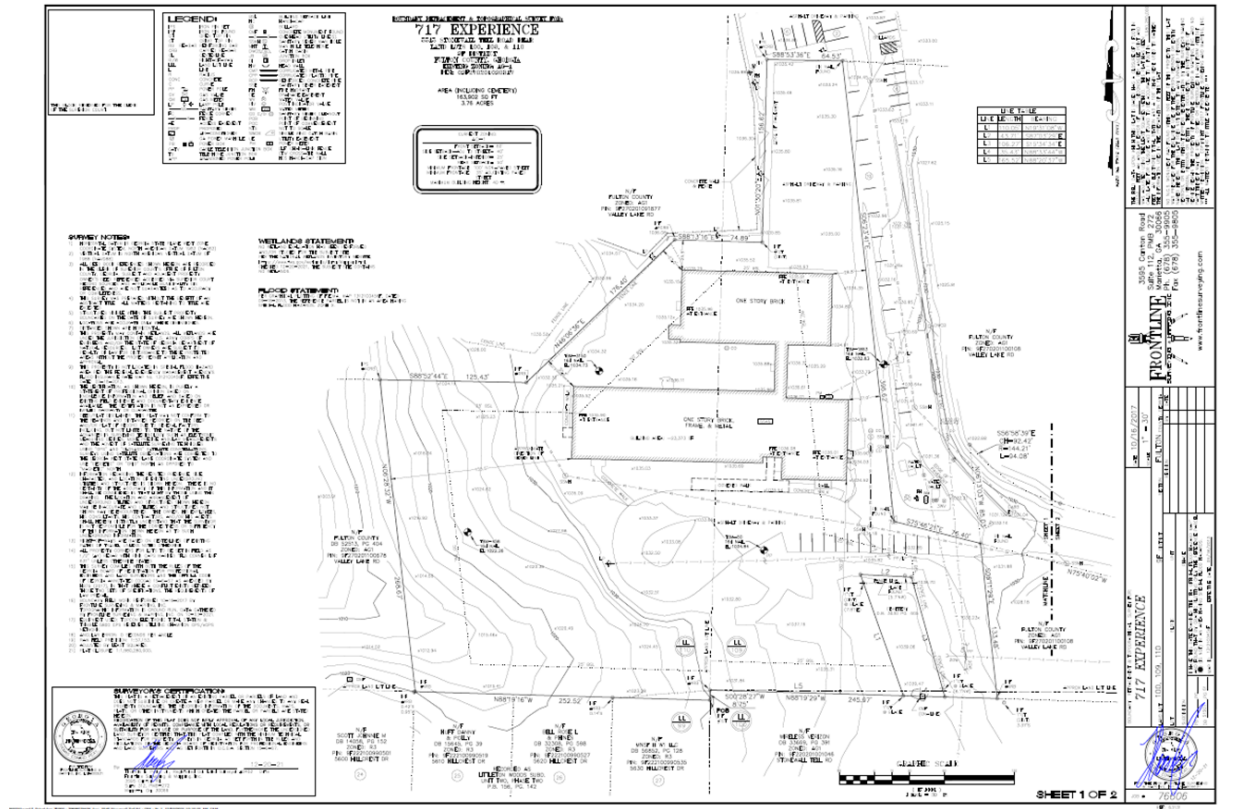


6/17/2022, 12:05:44 PM

— Street Centerlines
□ Tax Parcels from County

1:4,514
0 0.03 0.06 0.12 mi
0 0.05 0.1 0.2 km
Source: Esri, Maxar, Earthstar Geographics, and the GIS User Community

Web AppBuilder for ArcGIS
City of South Fulton, GA



PUBLIC PARTICIPATION

The Applicant held a public meeting via zoom on July 20, 2022, at 6:30 pm. The concerns expressed were related to security. The Applicant noted that they would have a partnership with the Police Department and would implement a security plan for the academy.

ZONING IMPACT ANALYSIS

- 1. Whether the zoning proposal will permit a use that is suitable in view of the use and development of adjacent and nearby property.**

Yes, the proposed use is suitable in view of the adjacent and nearby properties. The surrounding properties are used for residences at varying densities, and places of worship, and civic services.

- 2. Whether the zoning proposal will adversely affect the existing use or usability of adjacent or nearby property.**

No. The zoning proposal will not adversely affect the nearby properties.

- 3. Whether the property to be affected by the zoning proposal has a reasonable economic use as currently zoned.**

No. The site is currently zoned AG-1, but the former school is vacant. The proposed use is a higher economic value because the school building will be renovated and repurposed rather than staying vacant and possible becoming blighted.

- 4. Whether the zoning proposal will result in a use which will or could cause an excessive burdensome use of existing streets, transportation facilities, utilities, or schools;**

No. The proposed use is not of high intensity and is not expected to cause a burden on any public facilities or resources.

- 5. Whether the zoning proposal is in conformity with the policies and intent of the land use plan;**

Yes. The proposed use is in compliance with the Future Land Use Plan. The Suburban Neighborhood designation is appropriate for civic uses such as a school.

- 6. Whether there are other existing or changing conditions affecting the use and development of the property which give supporting grounds for either approval or disapproval of the zoning proposal; and**

No. There are no other pertinent conditions or concerns with this site.

- 7. Whether the zoning proposal will permit a use which can be considered environmentally adverse to the natural resources, environment and citizens of City of South Fulton.**

No. The proposed school is not expected to be environmentally adverse.

STAFF COMMENTS

Engineering: Requested information, none provided.

Fulton County Public Works (Sewer): Anticipated water demand is 2,338 gallons per day. The anticipated sewer demand is 21005 gallons per day.

Transportation: No comments

MARTA: Requested information, none provided.

Fulton County Schools: Requested information, none provided.

Fire: Requested information, none provided.

PLANNER'S RECOMMENDATION

Staff recommendation is approval subject to the attached conditions. The boarding school would be an improvement to the site which is currently a vacant school.

However, the site is far from the parking requirement, and some additional screening may be necessary. Therefore, staff recommends the following:

Before the issuance of a Certificate of Occupancy, the Applicant shall submit a parking plan showing sufficient parking and a narrative describing projected parking needs at peak times to be approved by the Director of Community Development and Regulatory Affairs.

PREPARED BY: Marissa Jackson, Senior Planner

REVIEWED BY: Derek Hull, Community Development and Regulatory Affairs Director

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: 7:03 p.m. U22-008: Request Consideration of a special use permit for a hair salon located at 5495 Old National Hwy. Suite C-S.

DATE: September 27, 2022

SUBJECT: 7:03 p.m. U22-008: Request Consideration of a special use permit for a hair salon located at 5495 Old National Hwy. Suite C-S.

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
U22-008 5495 Old National Hwy	Cover Memo	9/23/2022

GOVERNMENT OF THE CITY OF SOUTH FULTON

TAMMI SADDLER JONES
CITY MANAGER

DEREK R. HULL
COMMUNITY DEVELOPMENT AND REGULATORY AFFAIRS
DIRECTOR



MEMORANDUM

TO: Mayor and City Council
FROM: Planning Division
SUBJECT: U22-008 5495 Old National Hwy. Suite C-S
MEETING DATE: August 24, 2022

STAFF RECOMMENDATION: Approval

PLANNING COMMISSION: Denial

The applicant is seeking a Special Use Permit for hair salon. The Planning Commission held a public hearing on August 24, 2022 and voted to deny the Special Use Permit. Staff will make a presentation to City Council at the September Work Session.

cc: Corey Adams, City Clerk

APPLICATION INFORMATION

Applicant Information:	Tameka Hall 5495 Old National Hwy. South Fulton, GA 30349
Status of Applicant:	Business Owner
City Council District(s):	District 5
Parcel ID Number:	13 0093 LL1505
Land Use Request:	Special Use Permit (SUP)
Area of Property:	13.19 Acres (Total Commercial Strip Area)
Building Sq. Ft.	<3,000
Current Use:	Vacant commercial building in existing strip mall
Current/Past Use of the Property:	Retail Store
Prior Zoning Cases/History:	1985Z -0113 Rezoning to C-2 approved
Surrounding Zoning:	North: C-1 (Limited Commercial) South: C-2 (Limited Commercial) East: O-I (Office Institutional and R-4 Single Family Residential) West: CUP (Community Unit Plan)
2021 Future Land Use Designation:	<u>Character Type</u> : Regional Live Work <u>Zonings</u> : MIX, C-1, C-2, O-I, SH
2021 Comprehensive Plan:	Yes. The proposal is part of a commercial development as the Regional Live-Work category is intended. The proposed personal care services are in alignment with the Future Land Use category.

U22-008 Special Use Permit at 5495 Old National Hwy.
September 13, 2022
Page 2 of 8

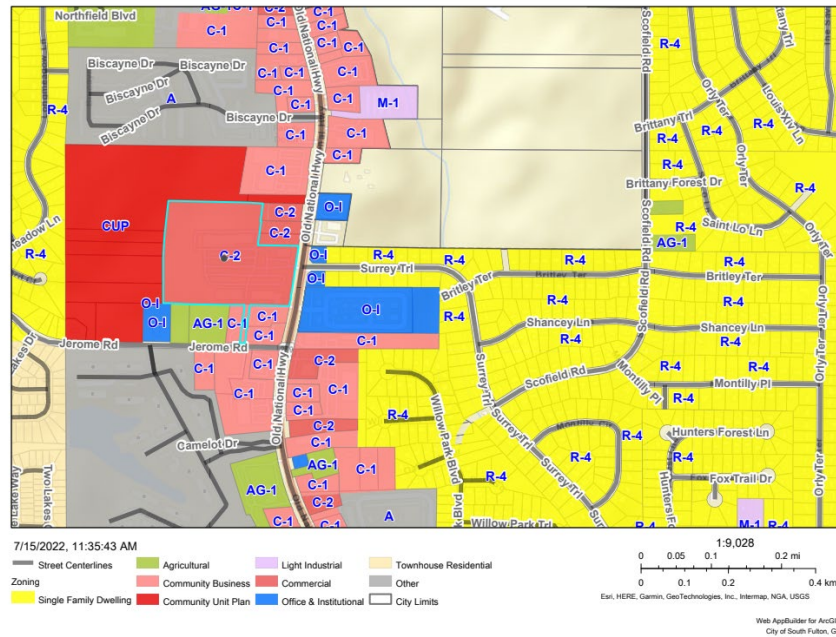
Overlay District:	Old National Highway
Public Utilities:	Water service is provided to these sites by City of Atlanta.
	Sewer Service is provided by Fulton County
Public Services:	Police and fire services are available to the site by the City of South Fulton.
Transportation:	<u>Street</u>: Old National Hwy <u>Classification</u>: Old National Hwy. is a Minor Arterial state route <u>Public Transit</u>: The address is served by MARTA. There is a bus stop directly across the street. <u>Bike/Pedestrian Access</u>: There are sidewalks along the frontage of the development only.
Parking Required (Retail/Service Stations):	Parking Required: 7 spaces are required. The site has adequate parking.

MAPS

LOCATION MAPS- ZONING MAP AERIAL MAP, AND FUTURE LAND USE MAP

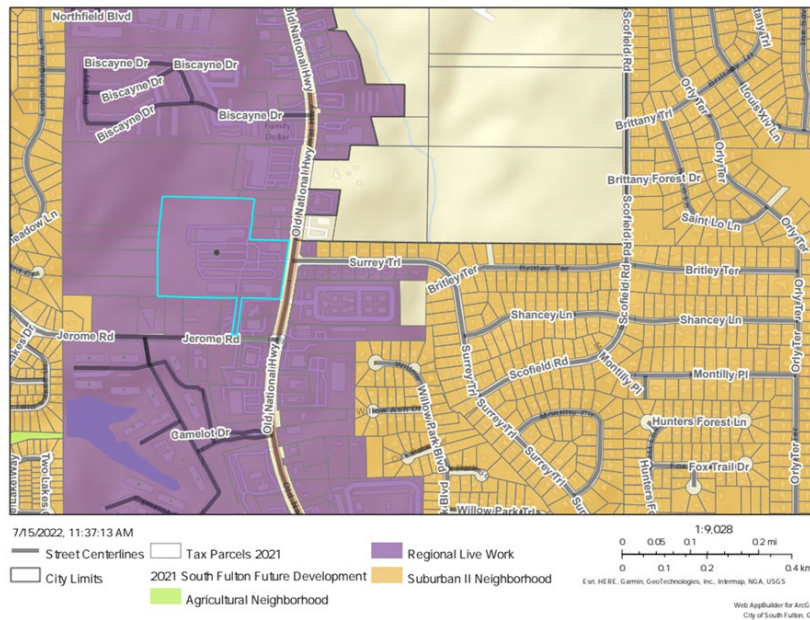
Zoning Map

COSF ArcGIS Web Map



Future Land Use Map

COSF ArcGIS Web Map



U22-008 Special Use Permit at 5495 Old National Hwy.

September 13, 2022

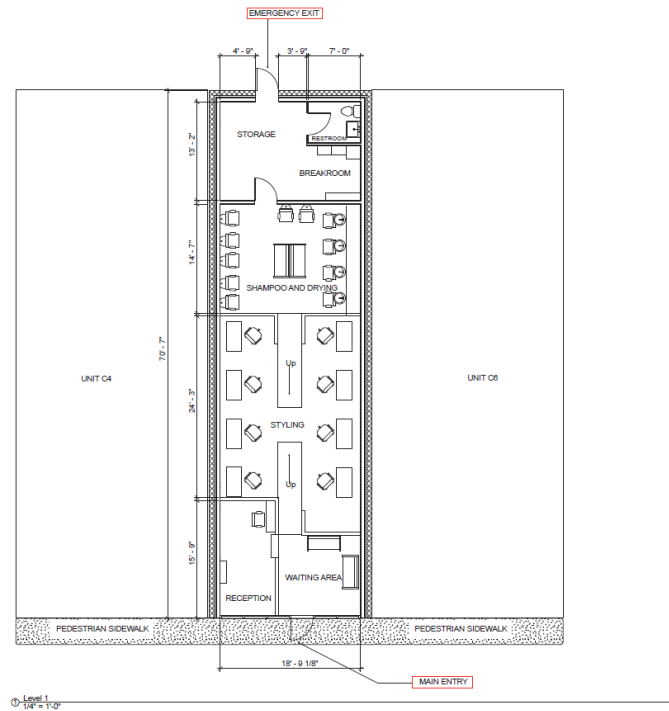
Page 4 of 8

Aerial Map

COSF ArcGIS Web Map



Proposed Floor Plan



U22-008 Special Use Permit at 5495 Old National Hwy.

September 13, 2022

Page 5 of 8

PUBLIC PARTICIPATION

The Applicant held a public participation meeting at the proposed hair salon from 4:00 -5:30 p.m. Four people were present. No issues or concerns were raised during the meeting based on upon comments provided to staff.

USE PERMIT CONSIDERATIONS

Staff has included specific considerations for a use permit to be granted in considering the application and its merits. In granting a permit, conditions are included for the protection or benefit of neighbors to reduce the impacts of the proposed development. These considerations include:

Standards for review of proposed special uses.

- 1. Is the proposed use consistent or inconsistent with the Comprehensive Plan?**
Yes, the proposed use is consistent with the Comprehensive Plan.
- 2. Is the proposed use consistent with supplemental plans adopted by the City Council, such as/or revitalization or economic development plans?**
Yes. The Use is in compliance with the economic development plan which designates this area as a development node suitable for commercial development.
- 3. Is the proposed use compatible with adjacent land uses and zoning districts?**
Yes, the site is part of a commercial development adjacent to similar retail uses and higher density residential uses to be constructed in the near future.
- 4. Does the proposed use violate local, state and/or federal statutes, ordinances or regulations governing land development?**
No, the proposed personal care service does not violate any local, state, or federal regulations. The business owner and those performing the services will have the appropriate state licenses and certifications.
- 5. What is the effect of the proposed use on vehicular and pedestrian traffic flow and safety, along adjoining streets?**
The use will have a negligible effect on traffic in the surrounding area. The site is part of a large scale planned commercial development. Traffic calming and organization methods have already been implemented at the site.
- 6. Is the open space adequate to preserve the character of the area and reduce environmental impacts?**
The use is part of a large-scale retail development. Open space and tree planting requirements have already been implemented to ensure that impacts on the environment and character of the area will be minimal.
- 7. Is the screening adequate to protect adjacent uses from any negative impacts of the proposed use?**
This is a new business in an existing shopping center. Additional screening will not be necessary.
- 8. Can outdoor lighting be used so as not to interfere with surrounding uses?**

The use is not proposing any new or additional lighting.

9. Are the hours and manner of operation of the proposed use compatible with surrounding uses?

The hours of operation are in alignment with the other businesses in the development. The applicant is proposing Monday-Thursday 10am-8pm, Friday and Saturday 9:30 a.m. -7:30 p.m., and Sunday 11:00 p.m.-6:00 p.m.

10. Does ingress and egress to the property reduce negative impacts of the proposed use or enhance safety?

The proposed use will have a negligible impact on traffic.

11. Will the number, size and type of signs proposed for the site have any negative impact on traffic or surrounding property uses?

The proposed signs will have no impact on traffic or safety.

12. Are off-street parking spaces adequate? Will they be properly located to reduce any negative impact on surrounding property uses?

There is adequate parking. The use requires 17 parking spaces. There are enough off-street parking spaces for the proposed use.

13. Does the use have sufficient space to operate its activities?

Yes, based on the floor plan submitted by the applicant, there is sufficient space to perform the specified activities.

14. Are there any negative environmental impacts which should be considered, for example, topography, special geological features, soil, water runoff, air pollution, water pollution or contamination, wetlands, etc.?

There are not any special circumstances or environmental concerns that the site.

15. Availability of other land suitable for proposed use and effect on balance of land uses;

The surrounding areas are zoned for commercial use.

16. Effect on character of the neighborhood;

The proposed use will not have an impact on the character of the neighborhood.

17. Suitability of proposed uses;

The use is suitable both for the Regional Live Work Character area and the Limited Commercial Zoning District.

18. Effect on adjacent property;

The proposed use will not have an effect on adjacent properties.

19. Economic use of current zoning;

The retail space is currently vacant. The proposed use would establish a new business in a vacant retail space.

STAFF COMMENTS

Engineering: N/A

Fulton County Public Works (Sewer): Sewer is available in the area.

MARTA: MARTA provides services along Old National Highway.

Fulton County Schools: N/A

Fire: The business is subject to fire inspections and must comply with the required Fire regulations.

STAFF'S RECOMMENDATIONS

Staff recommends is **APPROVAL**. The location of the project is in a commercial corridor and the hair salon is an appropriate use at the location.

The hair salon was in operation at this location for several years. The previous owner passed away during the COVID-19 pandemic. The owner's sister request to reopen the hair salon. The zoning ordinance adopted in December 2020 requires personal care services to obtain Special Use Permit to operate. Since the previous business was closed for a period of more than 6 months, the Applicant must obtain a special use permit to operate.

PLANNING COMMISSION RECOMMENDATIONS:

The Planning Commission recommended denial at the August 24, 2022, meeting. The reason for the denial provided was the over concentration of existing hair salons in the area.

PREPARED BY: Nadia Campbell, Plan Review Specialist

REVIEWED BY: Marissa Jackson, Senior Planner

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: 7:08 p.m. Z22-010: Request Consideration of a request to rezone from AG-1 to CUP for 77 single family homes located 7500 Hall Rd.

DATE: September 27, 2022

SUBJECT: 7:08 p.m. Z22-010: Request Consideration of a request to rezone from AG-1 to CUP for 77 single family homes located 7500 Hall Rd.

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
Z22-010 7500 Hall Rd	Cover Memo	9/23/2022

GOVERNMENT OF THE CITY OF SOUTH FULTON

TAMMI SADDLER JONES
CITY MANAGER

DEREK R. HULL
COMMUNITY DEVELOPMENT AND REGULATORY AFFAIRS
DIRECTOR



MEMORANDUM

TO: Mayor and Council
FROM: Planning Division
SUBJECT: **Z22-010:** 7500 Hall Rd
MEETING DATE: **September 13, 2022**

STAFF RECOMMENDATION: Approval with conditions

PLANNING COMMISSION RECOMMENDATION: Denial

Request to rezone from AG-1 to CUP for 77 single family homes.

cc: Corey Adams, City Clerk

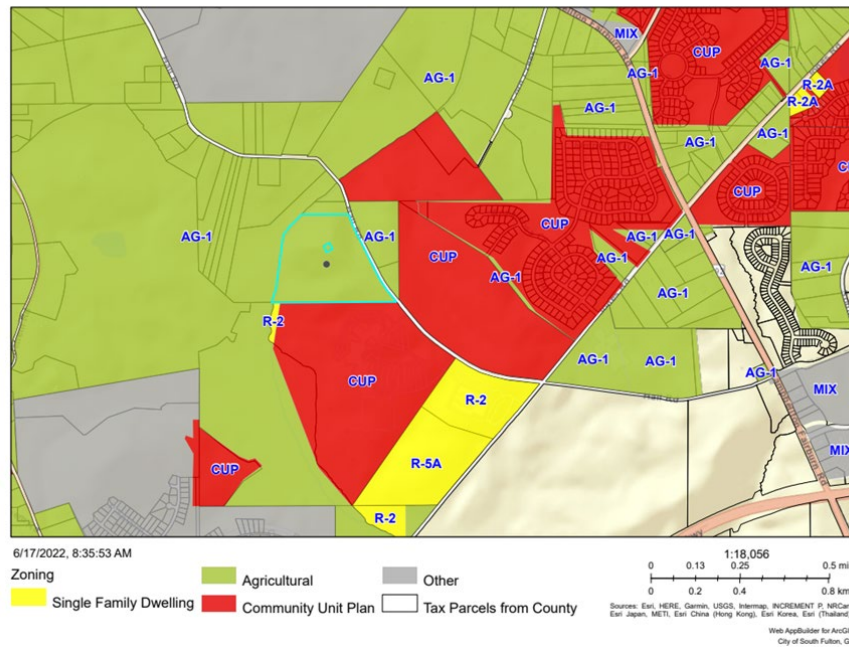
APPLICATION INFORMATION

Applicant Information:	Michele L. Battle Battle Law P.C. 3562 Habersham at Northlake Building J. Tucker, GA 30084
Status of Applicant:	Attorney
City Council District(s):	District 4
Parcel ID Number:	07 040001130567
Land Use Requests:	Rezone from AG-1 to CUP
Area of Property:	39.5 Acres
Current/Past Use of the Property:	single family residences, agriculture, undeveloped
Prior Zoning Cases/History:	None
Surrounding Zoning:	<u>South:</u> CUP (Community Unit Plan) <u>North:</u> AG-1 (Agricultural) <u>East:</u> AG-1 (Agricultural) and CUP (Community Unit Plan) <u>West:</u> AG-1 (Agricultural) and
2021 Future Land Use Designation:	<u>Character Type:</u> Rural Neighborhood <u>Land Uses:</u> civic uses, single family homes, estate conservation sub-divisions, <u>Zonings:</u> R-2A, CUP, NUP
Compatibility to the City of South Fulton 2021 Comprehensive Plan:	Yes. The proposal is in compliance with the Future Land Use Plan. The Rural Neighborhood Character Area allows up to 2 units per acre. The proposal is at 1.9 units per acre.
Overlay District:	Cedar Grove Overlay District
Public Utilities:	Water service is provided to these sites by City of Atlanta.

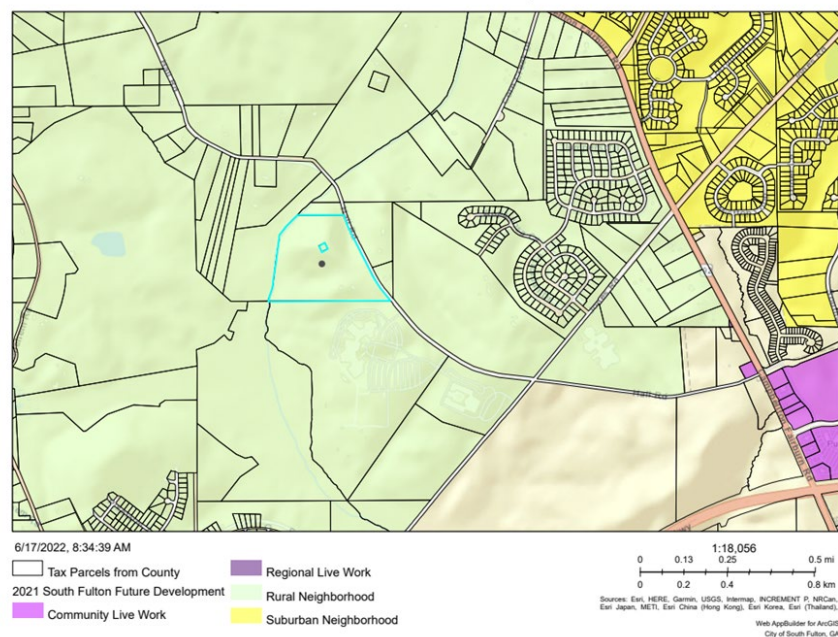
	Sewer Service is provided by Fulton County
Public Services:	Police and fire services are available to the site by the City of South Fulton.
Transportation:	<u>Street:</u> Hall Road <u>Classification:</u> Minor collector road <u>Public Transit:</u> The address is not yet served by MARTA. <u>Bike/Pedestrian Access:</u> Sidewalks and bike paths are not present to the site at this time.
Parking Required (Retail/Service Stations):	Parking Required: N/A Parking Proposed: N/A

City of South Fulton Zoning and Future Land Use Maps:

COSF ArcGIS Web Map



COSF ArcGIS Web Map



Aerial Map Plan

COSF ArcGIS Web Map



Proposed Site Plan



Z22-010: 7500 Hall Rd
September 13, 2022
Page 5 of 9

PUBLIC PARTICIPATION

The Applicant held a zoom meeting on April 28, 2022 at 7:30pm. Attendees were concerned about preserving the character of the area, sewer capacity, the cell tower, and hydrant access. The Applicant explained that the number of units, none of the homes are in the fall zone for the cell tower, and the developer will need to partner with public service providers regarding water and sewer availability.

ZONING IMPACT ANALYSIS

- 1. Whether the zoning proposal will permit a use that is suitable in view of the use and development of adjacent and nearby property.**

Yes. The sub-division would be in compliance with the Future Land Use Plan. The surrounding area is undeveloped and still has many large lots that are used for single family estates and related agricultural uses.

- 2. Whether the zoning proposal will adversely affect the existing use or usability of adjacent or nearby property.**

No. The zoning proposal will not adversely affect the nearby properties.

- 3. Whether the property to be affected by the zoning proposal has a reasonable economic use as currently zoned.**

No. The site zoned AG-1 is undeveloped and is not being used for agricultural purposes.

- 4. Whether the zoning proposal will result in a use which will or could cause an excessive burdensome use of existing streets, transportation facilities, utilities, or schools;**

No. The site will generate additional traffic. The applicant has provided a trip generation report. Staff has provided recommended conditions for traffic management.

- 5. Whether the zoning proposal is in conformity with the policies and intent of the land use plan;**

Yes. The proposal is in compliance with the Future Land Use Plan.

- 6. Whether there are other existing or changing conditions affecting the use and development of the property which give supporting grounds for either approval or disapproval of the zoning proposal; and**

No. There are no other pertinent conditions or concerns with this site.

- 7. Whether the zoning proposal will permit a use which can be considered environmentally adverse to the natural resources, environment and citizens of City of South Fulton.**

No. The site is in compliance with the stream buffer requirements and is not likely to have adverse impacts on the environment or natural resources.

STAFF COMMENTS

Engineering: A tree study will be needed to evaluate the presence of specimen trees and any tree recompense required. The applicant will need to abide by the city's stream buffer protection ordinance.

Fulton County Public Works (Sewer): Anticipated water demand is 20,790 gallons per day. Anticipated sewer demand is 18,711 gallons per day. It will be the developer's responsibility to run sewer lines from the Fulton County manhole to the proposed project.

Transportation:

1. Provide curb & gutter and a 5' wide sidewalk along the entire frontage of Hall Road.
2. Construct a left turn lane on Hall Road into the site.
3. Construct a deceleration lane on Hall Road into the site.
4. Dedicate additional right-of-way along the entire frontage of Hall Road to construct the above improvements

MARTA: No comment as the site is not currently served by MARTA.

Fulton County Schools: Requested information, none provided.

Fire: Requested information, none provided.

PLANNING DIVISION RECOMMENDATIONS

Planning Commission recommended denial based on the limited access into the project site, location of the existing cell tower and overall lot configuration.

CONDITIONS OF APPROVAL

The site is in compliance with the Future Land Use plan for both zoning and density.

1. The use of the subject property shall be restricted to a single family residential sub-division with no more than 77 single family homes at a maximum density of 2 units per acre.
2. The owner/developer must abide by the site plan received by the Department of Community Development and Regulatory Affairs on June 6, 2022.
3. The minimum development standards shall be:
 - Minimum 2000 square feet heated floor
 - Minimum lot area: 7000 square feet
 - Maximum building height 40 feet
 - Minimum front yard 20 feet measured from the interior edge of the sidewalk
 - Front yard stagger shall be a minimum of 5 feet
 - Minimum rear yard 20 feet
 - Minimum side yard interior to street 5 feet
 - Minimum side yard adjacent to street 15 feet

- Minimum building separation 10 feet
 - The minimum lot width at the building line shall be 65 feet
4. The following traffic and ROW requirements shall apply:
 - Provide curb & gutter and a 5' wide sidewalk along the entire frontage of Hall Road.
 - Construct a left turn lane on Hall Road into the site.
 - Construct a deceleration lane on Hall Road into the site.
 - Dedicate additional right-of-way along the entire frontage of Hall Road to construct the above improvements
 5. The community shall have an internal sidewalk system on both sides of the street, which connects into the public sidewalk system to be installed along Hall Rd.
 6. The recreational area shall include a walking trail and seating area.
 7. No lot shall be allowed direct access from Hall Rd.
 8. Each unit shall have at minimum a two-car garage, and side entry garages shall be developed on all corner lots, provided that the topography of the land doesn't make the installation of a side entry garage impractical or more costly than the installation of a front-facing garage. If more than two garages are to be built on a corner lot, only 2 of the garages are required to be side entry garages.
 9. Front facing facades shall be 100% brick. There shall be a brick water table on all four sides of each home. Other exterior facades shall consist of 1 or more of the following materials: hardi-plank, brick, stone, stucco, fiber cementitious shingles, board and batten. The use of vinyl and aluminum siding shall be strictly prohibited (except for architectural trim, soffits, or other similar details). The elevations shall be substantially like the elevations attached hereto as "Exhibit B". The building shall have the right to add additional elevations that are similar in style to the attached elevations. Foundations shall not be exposed.
 10. All undisturbed buffers, access easements, recreational areas, and other unbuildable spaces that is not a part of a platted lot, shall be owned and maintained by a mandatory homeowner's association, whose proposed documents of incorporation shall be submitted to the Director of the Community Development Department for review and approval prior to the recording of the first final plat.
 11. There shall be an access easement from the cell tower to the internal street of the subdivision. The access easement shall not be a part of any individual platted lot.
 12. Lots 6-17 shall have a 6-foot opaque privacy fence made of wood at the rear property line of each lot.
 13. Any subdivision monument sign shall be landscaped and maintained by the mandatory homeowner's association.

PREPARED BY: Marissa Jackson, Senior Planner

REVIEWED BY: Derek Hull, Community Development and Regulatory Affairs Director

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: 7:32 p.m. Request Council Approval to enter into an agreement with Greocko, Inc. (dba) LiveStores/ FORWARD for an amount not to exceed \$115,000.00 to administer the Mortgage and Rental Assistance Program for the City of South Fulton. Funding has been allocated from the ARP FY 22 budget and CDRA Professional Services FY 23 budget

DATE: September 27, 2022

SUBJECT: 7:32 p.m. Request Council Approval to enter into an agreement with Greocko, Inc. (dba) LiveStores/ FORWARD for an amount not to exceed \$115,000.00 to administer the Mortgage and Rental Assistance Program for the City of South Fulton. Funding has been allocated from the ARP FY 22 budget and CDRA Professional Services FY 23 budget

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
Mortgage -Rental Assistance Agenda Item 092722	Cover Memo	9/23/2022
LiveStories_RFP-22-1000_Proposal	Cover Memo	9/23/2022

GOVERNMENT OF THE CITY OF SOUTH FULTON

Office of the City Manager



REVIEW AND APPROVAL ROUTING SHEET

This routing sheet has been developed to ensure that all appropriate Senior Management Team members have thoroughly reviewed, approved, and signed off on all official documents in their respective service areas prior to the City Manager's receipt for final approval and signature, as needed. Items should be routed in the following order: 1.) Originating Division and other applicable Divisions; 2.) Finance Director; 3.) Assistant City Manager; and 4.) City Manager.

Parties Consulted:

Initials

Date

☐ **City Attorney/General Counsel**

Legal issues have been addressed

☐ **Assistant City Manager**

Complies with operational processes and guidelines.

☐ **Finance Director**

Funds are available and complies with fiscal guidelines.

☐ **Information Technology Director**

When Information Technology issues are involved

☐ **Program & Performance Manager**

Complies with Division/programmatic processes

☐ **Communications Director**

Complies with Division/programmatic processes

☐ **Parks & Recreation Director**

Complies with Division/programmatic processes

☐ **Destination South Fulton Director**

Complies with Division/programmatic processes

☐ **DCDRA Director**

Complies with Division/programmatic processes

☐ **Human Resources Director**

Complies with HR policies and procedures: positions are budgeted

☐ **Public Safety**

Complies with Division/programmatic processes. Specify Fire or Police

☐ **Public Works Director**

Complies with Division/programmatic processes

☐ **Other (Clerk's Office, Municipal Court, etc.)**

Complies with Division/programmatic processes. Specify Area

☐ **Other (Clerk's Office, Municipal Court, etc.)**

Complies with Division/programmatic processes. Specify Area

City Manager's Decision:

Approved ☐

Disapproved ☐

In this section, the City Manager will sign to indicate approval of the recommended option or will provide comments to indicate pursuit of an alternate course of action.

City Manager's Comments:

City Manager's Signature

Date

City of South Fulton Agenda Item Summary



City Council Meeting Date		Requesting Department		Council District(s) Affected	
Requested Action					
Requirements for Council Action (City specific Council policy, statute or code requirement)					
Summary and Background (Provide department recommendation and an executive summary of the action that gives an overview of the relevant details)					
Funding Source (if applicable)					
Financial Impact (if applicable)					
Financial Impact Statement Received Yes ☐ No ☐ Legislative Process Complete Yes ☐ No ☐					
Department Director Approval				Finance Director Approval	
Assistant City Manager Approval	City Attorney Approval		City Manager Approval		

FORWARD

A Proposal for



Request for Proposal:
Management & Administration of American Rescue Plan
Rental/Mortgage Assistance Program
RFP-22-1000

Presented By



Geocko, Inc. (dba LiveStories)

August 25, 2022

Page 1

PO Box 12242, Seattle, WA 98102 | 800.819.9785 x1 | www.forwardplatform.com | info@forwardplatform.com

Page 343 of 520

City of South Fulton | September 27, 2022

FORWARD

August 25, 2022

Sherma Sobers, Procurement Manager
City of South Fulton, Department Procurement
5440 Fulton Industrial Blvd SW
Atlanta, GA 30336
Phone: (470) 731-1521
Email: sherma.sobers@cityofsouthfultonga.gov

RE: RFP-22-1000 - Management & Administration of American Rescue Plan Rental/Mortgage Assistance Program

Dear Ms. Sobers,

Thank you for the opportunity to participate in the City of South Fulton's RFP-22-1000, Management and Administration of American Rescue Plan Rental/Mortgage Assistance Program.

Geocko, Inc. dba LiveStories is pleased to provide this proposal to provide administration for this program. LiveStories was established in 2015 and is headquartered in Seattle, Washington. We have worked with more than 350 local and state governments and agencies to become a trusted steward of rental, mortgage, utility, and other assistance programs across the United States.

Our **integrated program administration solution, FORWARD**, helps our customers streamline design, implementation, operations, communications, and reporting functions within their grant/assistance programs. To date, we have administered and distributed more than \$73 million in rental and mortgage assistance funds across nine jurisdictions. This experience has enabled us to establish best practices, efficiencies, and capabilities that translate to quicker, effective, and robust program implementation and management, making us well-equipped to understand and fulfill the City's needs for administration services. We have the resources – including staffing, platform, operations, community outreach, and capacity – in place to successfully manage and administer the City's American Rescue Plan Rental/Mortgage Assistance Program from Day 1.

If you have any questions about our proposal or would like to learn more about our solution, please contact Raven McShane, Senior Director of Growth for LiveStories. She can be reached directly via phone at (206) 892-8298 or via email at bids@forwardplatform.com.

Thank you in advance for your consideration.

Sincerely,



Adnan Mahmud
CEO, LiveStories

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FORWARD

EXECUTIVE SUMMARY

About LiveStories and FORWARD

Since 2015, **Geocko, Inc., dba LiveStories**, has been providing data tools, program administration services, and application platforms to help governments, agencies, and other organizations collect, explore, and present program and impact data. Our **integrated program administration solution, FORWARD**, was launched in response to the COVID-19 pandemic as a tool for economic recovery. FORWARD has helped our customers streamline design, implementation, operations, communications, reporting, and compliance functions for their community assistance, relief, and recovery programs.

FORWARD was designed for scalability and its capabilities have been leveraged for programs ranging from hundreds of thousands up to millions of dollars. We have done and are continuing to do this across our customer base, and are currently managing nine assistance programs. **In the State of Washington, we have distributed nearly \$52 million in assistance programs – equating to \$2 million in payment processing per week to households and businesses across the state. FORWARD has also been contracted to distribute \$42 million to Missouri households and \$19.5 million to California businesses.** We have been able to achieve this level of success because our platform, operations, and resources were designed to scale. Program processes—including program information, application completion, eligibility review, approvals or denials, communications, and funds disbursement—are built into our solution and automated where possible, which allows us to implement, launch, and support programs like City’s at any given time and within weeks.

Highlights of the LiveStories team’s qualifications and unique capabilities include the following:

- Administration of grant/assistance programs funded through ARPA, CARES, CDBG, and CSLFRF
- Management of large-scale coronavirus-related recovery and relief programs, including rental and mortgage assistance
- Trauma-informed, compassionate support to people and households in need
- Targeted program marketing, awareness, and outreach through community partnerships, robust marketing and communication strategies, and culturally sensitive/appropriate collateral
- Mitigation of barriers to access for diverse ethnic backgrounds
- Monitoring and learning in real time about the needs and impact on the ground

Because we are doing this work in communities across the country, we have established best practices, efficiencies, and capabilities that translate to quicker, effective, and robust program implementation and management. We have the resources, including finances, staffing, platform, operations, and capacity, in place to successfully administer these programs from Day 1. Our experience makes us well-equipped to administer these types of programs effectively and ensure that the City’s program adheres to all required rules, regulations, and guidance while assisting households across the City as quickly as possible.

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Summary of Proposed Solution

We understand that the City of South Fulton is seeking a program administrator to administer all activities associated with intake, documentation review, and application screening for its Rental/Mortgage Assistance Program, which provides rental and utility assistance to eligible households.

We believe that our FORWARD solution provides the City with the infrastructure, technology, customer support, application process, funds disbursement, and other management/administration support of its program. FORWARD forms the foundation of our program administration capabilities and fully supports all tasks as described in the RFP's Section 2, Scope of Work:

- **Development of Program-Specific Timeline and Screening Criteria**
- **Program Marketing, Awareness, and Outreach**
- **Application Development, Configuration, and Testing**
- **Customer Service and Application/Technical Assistance**
- **Program Management and Reporting**
- **Program Close-Out**

FORWARD's capabilities will provide the City with end-to-end management and administration of its program, as summarized below.

- Administer the City's American Rescue Plan Rental/Mortgage Assistance Program, including program design, timelines, implementation, management, and reporting
- Work with the City to design, develop, and operationalize program application and funding eligibility criteria/matrix; application will be available in multiple languages and in digital and paper formats for submission via platform, email, fax, and mail
- Create and host our user-friendly, secure online application platform (available in 68 languages) for program information/FAQs, application submission, and documentation upload; includes City/program branding)
- Integrate platform data with any legacy data and other systems as directed by the City
- Multilingual support center with more than 50 dedicated customer service and intake specialists; available via telephone, secure chat, and email
- Program marketing, awareness, and outreach through community partners with local presence, including development and dissemination of multi-language marketing materials (adhering to all City guidelines)
- Intake and review submitted applications, checking for eligibility, accuracy, completeness, and potential duplication of benefits; and following up on incomplete applications or missing documentation
- Provide decision (approval/denial) notification to applicants via platform and email and/or mail
- Disburse funds to landlords, utility providers, and/or applicants quickly and efficiently

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- Provide the City with weekly, monthly, and quarterly reports on program performance; application intake, funds disbursement, and other programmatic metrics; and accounting
- Work closely with the City on program timing and review to be compliant and up-to-date with the latest state and federal rules and guidelines
- Establish cadence of meetings with the City and any stakeholders for updates on program progress
- Adhere to all reporting, archival, and other administration requirements from federal and state authorities
- Leverage the FORWARD platform to roll out future City programs quickly and efficiently

Program processes—including program information, application completion, eligibility review, approvals or denials, communications, and funds disbursement—are built into our solution and automated where possible, which allows us to successfully and efficiently implement, launch, and support programs like the City's.

We believe our proposal is responsive to the requirements outlined in the RFP and that our proposed approach represents a technically sound, programmatically effective, efficient, and fiscally prudent methodology to achieve the City's objectives for this program. The LiveStories team is excited to work with the City and looks forward to demonstrating how FORWARD can help the City achieve its vision and goals, both for this program and moving forward.

PROPOSED SOLUTION AND TECHNICAL APPROACH

We understand that the City of South Fulton is seeking a program administrator to administer all activities associated with intake, documentation review, and application screening for its Rental/Mortgage Assistance Program, which provides rental and utility assistance to eligible households.

Our FORWARD solution provides the City with the infrastructure, technology, customer support, application process, funds disbursement, and end-to-end support of its program. FORWARD forms the foundation of our administration capabilities and fully supports all tasks as outlined in the RFP's Section 2, Scope of Work (SOW):

- **Development of Program-Specific Timeline and Screening Criteria**
- **Program Marketing, Awareness, and Outreach**
- **Application Development, Configuration, and Testing**
- **Customer Service and Application/Technical Assistance**
- **Program Management and Reporting**
- **Program Close-Out**

This Proposed Solution and Technical Approach section details how components of our FORWARD solution support each of these SOW tasks.

We believe our proposal is responsive to the requirements outlined in the RFP and that our proposed approach represents a technically sound, programmatically effective, efficient, and fiscally prudent methodology to achieve the City's objectives for this program. The LiveStories team is excited to work with the City and looks forward to demonstrating how FORWARD can help the City achieve its vision and goals, both for this program and moving forward.

Development of Program-Specific Timeline and Screening Criteria

During program design, LiveStories will collaborate with the City to develop a program-specific timeline and screening criteria to ensure a fair, equitable, and objective application process for all applicants. We will review the program's goals and requirements, schedule and milestones, application information and eligibility criteria, payment processing, marketing and communication strategies, division of responsibilities, and any other components. All of this information will be documented, operationalized, and implemented through the FORWARD solution and platform.

FORWARD has been used to administer federally funded rental/mortgage assistance programs, including those funded through ARPA like the City's program, and has been built to comply with all local, state, and federal requirements. It can support all sub-tasks for the City's program, including:

- Development of an intake application (online and paper, as needed)
- Collection of all required applicant information and documentation, including demographics, income, lease/mortgage, and other data
- Decision notification (approval/rejection) to applicants

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- Disbursement of payments to landlords, utility companies, and/or applicants
- Archival of program information and data for a minimum of five years

These sub-tasks are supported through the following FORWARD solution components, which are described in greater detail below.

- Program Design and Implementation
- Online Application Platform
- Application Processing and Eligibility Verification
- Payment Processing and Funds Disbursement
- Financial Management, Compliance, and Controls

Program Design and Implementation

Program design is the foundation of all of the assistance programs we administer, and this will be no less true for the City's American Rescue Plan Rental/Mortgage Assistance Program. We understand that there is no "one size fits all" approach for assistance programs; every program has its own set of unique requirements, such as goals, target audience, eligibility criteria, and workflows.

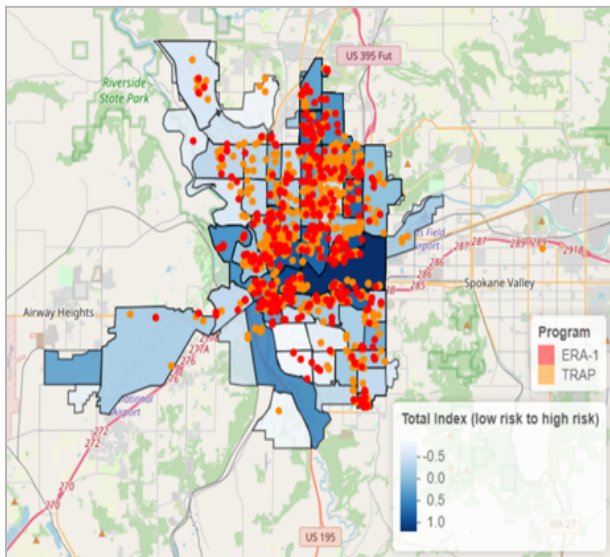
During program design, we will work with the City to review the program's goals and requirements, application information and eligibility criteria, payment processing, community partnerships, marketing and communication strategies, division of responsibilities, and any other components. All of this information will be documented, operationalized, and implemented through the FORWARD solution and platform, including the build of a program-specific landing page, digital and paper application forms, and processing workflows.

Assistance Program Eligibility Requirements*	
*to be confirmed with the City during program design	
Rental Assistance	Mortgage Assistance
• The tenant had a hardship caused by the pandemic. • The pandemic hardship resulted in a significant loss of income or a significant increase in expenses. • Primary place of residence must be within the city limits of the City of South Fulton. • Applicants must not be receiving any other rental subsidy, such as a housing choice voucher, family unification voucher, VASH, mainstream voucher, project-based Section 8 Public Housing, HOME Tenant Based Rental Assistance, Continuum of Care, etc.	• The homeowner, or the borrower, or the spouse of the homeowner (living in the home with the homeowner) had a hardship caused by the pandemic. • The pandemic hardship resulted in a significant loss of income or a significant increase in expenses. • All applicants (homeowner, borrower, spouse residing in home) meet state/city legal residency requirements. • The South Fulton home is the primary residence. • The mortgage loan (if there is a loan) met

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- Applicants' gross current household income must not exceed 60 percent of the Atlanta Family Median Monthly Income limit.
- Applicants' total household income meets area median income limits at the time of the hardship or at the time of the application: 150% AMI or less if socially disadvantaged, 100% AMI or less for all other applicants.

This process can also include the identification of neighborhoods and areas at high risk of housing instability and homelessness. In 2021, LiveStories leveraged the Urban Institute's Rental Assistance Priority Index to analyze emergency rental assistance funds distribution for the City of Spokane. The following figure overlays applicant funding disbursed through the City's rental assistance programs on census tracts for Spokane. The distribution of funds coincides with census tracts estimated to have the greatest need as indicated by darker shading. We believe that a large part of this is due to the marketing and outreach efforts undertaken by both us and our partners. We anticipate using this Rental Assistance Priority Index with the City's program to help direct outreach efforts toward high-risk tracts, allowing us to reach households with the greatest risk.



The index estimates the level of need in a census tract by measuring the prevalence of low-income renters who are at risk of experiencing housing instability and homelessness. To do this, it examines neighborhood conditions and demographics. The index is intended to reflect the housing instability risk that has resulted from historical and COVID-19 risk factors and is designed to prioritize the distribution of resources among populations in need during the pandemic in a way that promotes equity.

Below is a high-level proposed timeline for the implementation and administration of the City's program, based on our experience with similar rental/mortgage assistance programs. During program design, we will work closely with the City to ensure the timeline, activities, and milestones meet program goals.

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RFP SOW Tasks	FORWARD Stage	FORWARD Activities/Milestones	Duration
<i>Timeline and program screening criteria</i>	1. Program Kickoff	- Contract finalization and execution - Set up program kick-off meeting with the City, community partners, and other stakeholders - Finalization of project timeline and major milestones) and scope, program design (including intake application information and screening/eligibility criteria; documentation and verification requirements; decision (approval/rejection) notification; funds disbursement), community partnerships, marketing and communication strategies, division of responsibilities, etc. - Finalize contracts with community partners, including organization of any training needed	Sept/Oct 2022 (or as determined by City)
<i>Assist in Marketing the Program to City of South Fulton (COSF)</i>	2. Program Marketing, Awareness, and Outreach	- Collaborate with the City and community partners to create an overall marketing strategy - Assist with communications by providing program details on the City webpage - Create marketing materials including brochures, flyers, and ads in English, Spanish, and other top-identified languages - Make the marketing materials available to the City and community partners for distribution	2 weeks prior to Program Launch through close of application period
<i>Launch Test and Go Live Application with City</i>	3. Program Launch	- FORWARD platform and support center are fully operational and ready for application submission, eligibility verification, application approval/denial, and funds disbursement - Will participate in a launch of the online application with City staff to ensure all functions of the application and document upload functions are in working order. - Will work with City to “go Live” - Create a centralized email address for program questions, application and document submittal, and develop FAQ for program guidelines	Nov/Dec 2022 (or as determined by City)

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		• Applications are available in digital format through FORWARD platform, in paper format as agreed upon with the City, and via mail upon request • Provide application and technical assistance, including preparation of all required information and documentation, to applicants through FORWARD support center	
Provide Program Guidelines, Application and Document Submittal	4. Application Processing	• Own the full application vetting process, including fraud identification and mitigation processes • Communicate directly to applicants • Provide a final objective review of applications based on eligibility criteria established during program design • Initial intake contact with applicants within five business days to inform of application status and follow up on missing information/documentation • Follow up with applicants over 14-day period on missing information/documentation • Refer applicants to other appropriate resources if found ineligible for program or in need of additional support (if applicable) • Securely archive applications and related documentation	Start: Immediately following Program Launch End: Two weeks after close of application period
Coordinate With Third Party Agencies/ Companies To Receive Payments On Behalf Of Residents	5. Funds Disbursement	• Distribute rental/utility payments to landlords, utility providers, and/or applicants (as appropriate) • Transfer payments to bank accounts via ACH • Issue paper checks for unbanked recipients or recipients who prefer paper checks	Start: Immediately following Program Launch End: Two weeks after close of application period
Reporting Out To City Staff	6. Program Evaluation	• Conduct bi-weekly progress meetings with the City and other stakeholders: status of applications; location of grant awards (Districts 1 – 7); remaining balance of total	Ongoing

FORWARD

		grant award; any proposed program changes • Provide regular updates and data with key breakdowns on program performance, progress, and opportunities for improvement • Recommend modifications to the program based on data	
Submit Close Out and Final Financial Report to the City	7. Program Close-Out	• Prepare final report and present program data to the City • Fulfill reporting requirements for the City, Department of Treasury, and other stakeholders • Transfer application and program data to the City • Determine feasibility of leveraging the same infrastructure, including the FORWARD platform, for future assistance programs	December 2023 (or once 100% of funds is disbursed or committed)

Online Application Platform

The FORWARD platform is a key component of our proposal that allows us to simplify, automate, streamline, and scale administration, operations, and reporting functions within the City's program. With our easy-to-use platform, we can connect households to the City's program, collect applications, process payments, and drive equity – helping to increase the impact of the program.

FORWARD provides the City with a fully operational, secure, and user-friendly application platform – **including intuitive, adaptable screening tools, application intake, and admin user interfaces** – that can be embedded within or linked from the City's public-facing website. This platform can incorporate City- and/or program-specific branding, styles, and colors. Additionally, the FORWARD platform can be populated with any available historical data, including submitted applications and payments from the City's previous Rental and Mortgage Assistance Program;

- 24/7 access via desktop and mobile devices
- Platform is available in 68 languages
- Landing page with program branding, style, and colors
- Centralization of program and eligibility information
- User-friendly, guided application submission interface, including documentation upload
- Support for paper applications and digitization
- Review of applications against eligibility criteria (as established during program design)
- Follow up with applicants on missing information or documentation
- Facilitation of payments to applicants
- Deny applications that do not meet the qualifications and provide an appeal process for denied applicants
- Real-time monitoring of program metrics, trends, and insights
- Maintenance of accurate recordkeeping and reporting requirements

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this information can be incorporated into the eligibility and verification requirements for this new round of the Rental/Mortgage Assistance Program. **We will work with the City to develop, configure, and test the interface and application prior to program launch to ensure that the platform performs correctly and successfully.**

Robust data collection and reporting are supported through our FORWARD platform. The program screening and application approval/denial process is conducted entirely within the platform, which maintains detailed audit logs for every application. FORWARD's admin user interface allows City users with the appropriate permissions to view real-time program metrics and charts; additionally, data can be exported for integration with any reporting applications (e.g., Tableau) or other data systems in use by the City.

Application Processing and Eligibility Verification

Applications can be submitted online via the FORWARD platform by applicants or their authorized representative (e.g., landlord, community partner, social worker, shelter director, etc.). We can also support collection and digitalization of paper applications and documentation for applicants with limited access to technology; paper applications will be digitized by LiveStories for processing. By supporting both digital and paper applications, we give access to everyone, not just those with the internet or access to a computer or mobile device. We will work with the City and community partners to identify program awareness and outreach strategies that will drive fair access for the different communities within the City.

The application will be customized to the City's program based on the eligibility criteria and requirements determined by the City during program design. The checks for application completeness and validity are driven by the eligibility criteria and documentation requirements established in conjunction with the City. During program design, we will work with the City to identify appropriate primary and secondary source verification to ensure that the process is consistent and equitable across all applications.

Each application undergoes a multi-step review process. Upon receipt of an application, our support center will initiate intake activities to ensure that applications are complete and eligibility is verified. For applications found to be missing information or documentation, an intake specialist will reach out to the applicant directly to obtain the required information and update the application, as detailed below.

FORWARD Application Review and Verification Process

- **Ensure completeness of the application:** If the application has gaps, is missing required information or documentation, has incorrect information or documentation, or is otherwise incomplete, we will contact the applicant to collect the missing information.
- **Check validity of application information and documentation:** We will check the application against program-specific eligibility requirements and verify the validity of provided information and documentation. We will also run a deduplication test to check whether this is a duplicate

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application. Applications that are considered complete and valid are marked with the results of the deduplication test and forwarded for secondary review.

- **Perform secondary review.** Once applications pass the initial completeness and validity review, they undergo a secondary human review to verify the information and documentation. To ensure separation of duty, accuracy, and fairness, the team members involved in the initial review are removed from the secondary review process.

Completed applications that successfully pass the secondary review and meet eligibility criteria are approved for funds payment. A denial notification letter will be sent to applicants whose completed applications do not meet eligibility criteria; this letter will include appeals instructions should the applicant want to contest the decision. Incomplete applications or applications with information or documentation that cannot be validated will be pended until the missing or non-validated elements are resolved.

The initial intake contact with applicants occurs within five business days; this will inform them of application status and whether their application is pending outstanding items. Over the next 14 days, applicants with pending applications will receive follow-up calls, emails, and text messages at regular cadences. After this, non-responsive applicants will receive one last follow-up attempt informing them that their application is still pending and to contact FORWARD if they are interested in continuing the application process. If an applicant provides the outstanding items after the follow-up attempts are expended, their application is prioritized and processed.

Updates and changes in application statuses and requests for clarification or additional documentation will be communicated through the FORWARD platform, the FORWARD support center, and/or community partners. Applicants can log in to the FORWARD platform to view their application status in real time and in the language of their preference. They can also opt in to automatic notifications to receive emails with updates to their application status and funds disbursement.

Payment Processing and Funds Disbursement

FORWARD has the systems, operations, and workflows in place to expedite application processing, and funds disbursement. The application approval/denial process is conducted within the FORWARD platform, which maintains detailed audit logs for every application.

All applicants will receive decision notifications via email and/or mail:

- Applicants whose applications have successfully passed our multi-step review and met eligibility criteria are approved for funds disbursement. Applicants will receive an award notification letter; funds will be disbursed to landlords, utility providers, and/or applicants via ACH or check.
- Applicants whose applications did not pass our review and/or did not meet eligibility criteria will receive a denial notification letter with explanation for the denial. This letter will include appeals instructions should the applicant want to contest the decision.

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Any City preferences for pre-funds disbursement review/approval steps, payment frequency, and other program requirements can be built into our processes.

Financial Management, Compliance, and Controls

Our solution provides financial management, compliance, and controls at both the operations and program levels to ensure that the program remains in compliance with federal requirements, maintain program integrity, and identify and mitigate fraud.

LiveStories is vigilant about making sure that the funds we disburse go to the people or organizations intended. To support our fraud mitigation efforts, we developed the following stringent policies and procedures around program integrity and fraud mitigation:

- Employ a dedicated, full-time Fraud Subject Matter Expert, to whom all suspected fraudulent cases are referred for data collection, investigation, and mitigation (including recourse and recovery, if needed)
- Populate the FORWARD database with any available historical data, including submitted applications and payments
- Design the application forms to have mandatory questions asking applicants about previously received assistance
- Prevention of duplicate user accounts by not permitting the same email address to be used by multiple users.
- A stringent application review and verification process and performance of a 10-point check (DOB Check) on submitted applications to detect possible duplication of benefit
- Use advanced probabilistic models to flag cases for possible fraudulent activities
- Deploy proven enterprise-grade fraud detection engine that can process large-scale signals from multiple sources like application, device, banking, and environment.
- Perform fraud checks in real-time using Microsoft's industry-leading cloud infrastructure that can scale based on the program needs
- Utilize a hybrid process that will leverage automated fraud checking systems as well as human reviewers

Additionally, the LiveStories team will utilize their collective experience to decipher, interpret, and comply with federal and state rules, regulations, and guidance; we will also stay on top of any future rule and guidance adjustments. As part of our compliance efforts, we will follow all reporting and auditing requirements from federal and state authorities.

We will also take the following steps to successfully administer the program:

- Generate 1099s for awarded applicants starting February 2023
- Archive all applications and related documentation for a minimum of five years
- Perform a program audit after all the grants have been distributed

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Program Marketing, Awareness, and Outreach

LiveStories understands the importance of creating awareness of the program and encouraging households across the city to engage in the program. Our approach for program administration includes identifying and partnering with nonprofits and community-based organizations (CBOs) for targeted program outreach to individuals/households. We then work with these community partners to develop program-specific communications and outreach plans to enhance awareness of the programs we administer, especially in historically disadvantaged and marginalized communities. These partnerships will allow us to amplify the reach and capacity of the City's program, connect with a greater number of applicants, and provide culturally and linguistically sensitive service to applicants.

We will also collaborate with the City to develop robust program marketing, awareness, and outreach strategies. During program design, we will identify key marketing vehicles and collateral needs – **including the use of the City's dedicated rental/mortgage assistance webpage, print and electronic communications, program information sheets, and flyers/brochures** – that can help create awareness of the program and drive community engagement. Marketing materials will be relevant and culturally sensitive/appropriate for communities throughout the city. We will identify and add resources to create content and provide support in the top languages spoken in the city. These materials will then be used by LiveStories, the City, community partners, and other stakeholders to advertise the program via print, email, social media, and key websites. All materials will be reviewed and approved by the City prior to use. This level of partnership and engagement in program marketing, awareness, and outreach has enabled high program engagement and achievement of equity goals, as described in the Firm Qualifications and Experience section of this program.

Application Development, Configuration, and Testing

As described earlier in this section, FORWARD provides the City with a fully operational, secure, and user-friendly application platform – **including intuitive, adaptable screening tools, application intake, and admin user interfaces** – that can be embedded within or linked from the City's public-facing website. This platform can incorporate City- and/or program-specific branding, styles, and colors. Additionally, the FORWARD platform can be populated with any available historical data, including submitted applications and payments from the City's previous Rental and Mortgage Assistance Program; this information can be incorporated into the eligibility and verification requirements for this new round of the Rental/Mortgage Assistance Program. **We will work with the City to develop, configure, and test the interface and application prior to program launch to ensure that the platform performs correctly and successfully.**

Robust data collection and reporting are supported through our FORWARD platform. The program screening and application approval/denial process is conducted entirely within the platform, which maintains detailed audit logs for every application. FORWARD's admin user interface allows City users with the appropriate permissions to view real-time program metrics and charts; additionally,

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data can be exported for integration with any reporting applications (e.g., Tableau) or other data systems in use by the City.

FORWARD combines a modern technology stack with a team of experts to deliver assistance programs quickly, correctly, and cost-effectively. It is a cloud-based platform running on the secure Amazon Web Services (AWS) infrastructure. All applicant details and documents are stored in a secure profile that can only be accessed by the applicant and program admin/support staff. Applications and related documentation and program data will be securely archived for a minimum of five years. Data is treated with top-level security and is not shared/sold to other third-party entities. The platform delivers 99.99% uptime – an industry best practice in terms of system reliability. It can handle thousands of concurrent sessions and be scaled to handle increased traffic volume.

Customer Service and Application/Technical Assistance

Our solution provides seamless customer service experience – **including program information, application and technical assistance, and application/payment statuses** – through the FORWARD support center and the FORWARD platform. Telephone, secure chat, text, and email support is available from 8 AM to 5 PM, Eastern Time (ET), Monday through Friday (calls and texts received after hours and emails are responded to within 12 business hours). We will also work with the City to identify community partners to provide in-person support. For other programs we have administered, this has taken the form of open office hours at the partners' offices and appearances in public spaces like libraries and community events; we will work with the City and partners to identify the best approach for this program.

The FORWARD support center includes more than 50 trained, knowledgeable program specialists, including customer service, intake specialists, and team leads, who can assist applicants with program inquiries, application preparation, and technical support. Applicants will dial into one phone number, select their preferred language, and be routed to the appropriate call queue based on language needs. All program representatives will receive comprehensive training on the program and will provide applicants with hands-on application, platform, and technical support.

Our solution removes language as a potential barrier and allows us to assist and support applicants in the language of their preference. The FORWARD platform supports 68 languages; applicants can toggle between these so that they can view the platform, program information, and application forms in the language of their preference. Communications between the FORWARD support center and applicants are also supported in the applicants' preferred language. Telephone assistance in languages other than English is available through the support center, which has access to third-party language assistance services. Additionally, we are working on platform functionality that allows written communications – emails, texts, and secure chats – to be displayed and translated in real time in the language preferred by the applicant and support center team member; this is expected to go live in 4Q 2022.

Project Management and Reporting

Program management, communication, and reporting are integral to ensuring that the City's program is implemented successfully and running smoothly. We pride ourselves on being transparent and responsive to the needs of the program, applicants, and the City, and will ensure that any performance or quality issues are remediated as quickly as possible.

We recommend setting up a recurring project meeting with the City to discuss program design and review implementation progress. After go-live, we would recommend a weekly meeting for the first month, then move to a semi-monthly (twice a month) meeting cadence once the program is underway. These meetings will review program progress, fiscal review of monies disbursed and remaining, and outreach and applicant metrics and trends. We will also provide the City with any program insights and recommendations to improve the program; for example, during progress meetings we will check whether applications are being received from a diverse set of applicants and recommend adjustments to outreach efforts (any programmatic changes will be discussed with COMMERCE before implementing them).

Robust data collection and reporting are supported through our FORWARD platform, which allows us to streamline and automate administration, operations, and reporting functions of the program. As part of program management, we will provide service reports to the City. The FORWARD platform has built-in recordkeeping that allows us to maintain detailed and complete records of program operational and financial metrics, including:

- Number of applications received
- Status of applications including name, address, proposed funding amount, proposed action (approved or denied), and proposed date of disbursement (if receiving award)
- Location of grant awards (Districts 1-7, as identified by zip code)
- Monies disbursed and remaining
- Proposed program changes

We will work with the City to make key operational metrics available via a real-time dashboard, enabling all parties to monitor trends and react accordingly.

Program Close-Out

At the end of the contract term, we will present a Final Report detailing the program's operational and financial metrics, application demographics, outstanding tasks (if any), and accomplishments over the term. All program data will be securely archived for a minimum of five years; if needed, we will also work with the City to securely transfer program data to its data store.

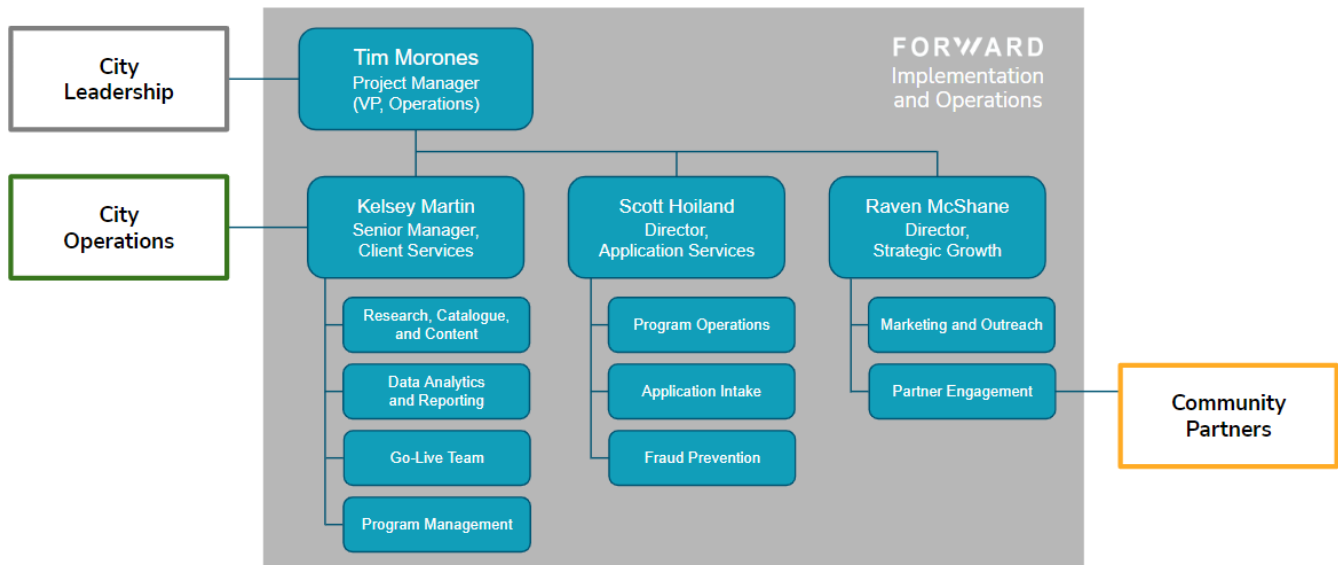
As part of program close-out, we will also provide insights and recommendations on how the solution infrastructure, including the FORWARD platform, can be leveraged for the City's future grant, assistance, social, and other programs.

PROJECT TEAM

LiveStories employs a team of qualified organization leaders, domain experts, and support staff with extensive experience, depth of expertise, and demonstrated capacity to support administration, operations, and customer service for the City's American Rescue Plan Rental/Mortgage Assistance Program. This team has demonstrated experience and expertise in program administration, implementation, launch, operations, and management, having launched and worked on LiveStories' other assistance programs for individuals, households, and businesses. Additionally, this team is experienced in working closely with our customers and community partners to serve low-/moderate income and underserved communities.

Leadership Team

The following organizational chart and table outline key leadership team members and their responsibilities within the program. This team will work closely with the City to administer the program.



Name / Title	Responsibilities	Location
Adnan Mahmud, CEO	Executive oversight for the project	Washington
Delane Heweitt, CTO	Overview of platform/product design, development, and roadmap	Washington
Tim Morones, Vice President, Operations	Oversight of project and program implementation	Washington

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Scott Hoiland, Director, Application Services	Operations, customer service, application intake, and fraud prevention	Washington
Kelsey Mattin, Senior Manager, Client Services	Project Manager // Oversight of program management and reporting team	Washington
Alex Morrison, Program Manager/Research Analyst	Program management and research	Washington
James Fisher, Program Manager, LiveStories	Program management and portal launch	Washington
Raven McShane, Director, Strategic Growth	Oversight of business development, marketing and outreach, and partner management	Washington
Rose Wallace, Growth Manager	Community partner identification and engagement	California
Tina Tran, Marketing Manager	Marketing/outreach strategies and content creation	California

FORWARD combines our team's knowledge and experience with the technical efficiencies offered through our application platform. These capabilities allow us to work within the City's framework to build efficient, effective program operations so that applications and rental and utility payments can be processed as quickly as possible. We have the resources, including finances, staffing, platform, operations, and capacity, in place to successfully administer this program from Day 1.

FORWARD Support Center

The FORWARD support center team members are trained to assist applicants with program inquiries, application preparation, and technical support. This team includes more than 50 trained, knowledgeable assistance program specialists, including customer service, intake specialists, and team leads.

Our team members are carefully screened and selected for their exceptional customer service and communication skills, organization, and attention to detail, as well as their passion for helping their communities; many of them are also fluent in two or more languages. They are also trained to navigate those interactions with care, compassion, and professionalism. The nature of the programs we administer requires our team to be compassionate, empathetic, and understanding when working with applicants. We have found that being respectful, empathetic, and reassuring toward an applicant's situation has been key to diffusing any tension and refocusing the interaction on getting the assistance they need.

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During program design, we will work with the City to develop, document, and deploy a comprehensive training program for this program. We will create a program-specific wiki/manual that will be used to train and guide the customer service and intake teams on the program, including eligibility and documentation requirements, to ensure they are well-equipped to assist applicants with program inquiries, program eligibility, and application preparation. This team will also receive comprehensive training on our operations, security policies and procedures (e.g., Personal Identification Information [PII] Confidentiality and Security requirements), and customer support and sensitivity. The training is mandatory and must be completed before a team member is “live” on the program. We will also work with the City to set up ad hoc training for any programmatic changes and annual refresher training (if needed).

Leadership Team Biographies



Adnan Mahmud, LiveStories' CEO, will provide executive oversight for LiveStories' administration of the program.

As founder and CEO of LiveStories, Adnan is passionate about using data and technology to tackle the world's biggest challenges. Through LiveStories, he has worked with more than 200 customers around the world and has been featured as a Gov100 company every year since 2016.

Prior to founding LiveStories, Adnan worked for eight years at Microsoft, where he managed the company's largest data pipelines and received multiple patents in data analysis, visualization, and management. In addition, Adnan is co-founder of Jolkona, a nonprofit that provides mentorship and training for social entrepreneurs.

Adnan earned his master's degree in Computer Science from the University of Southern California.



Tim Morones, LiveStories' Vice President of Operations, will provide oversight and account management for the FORWARD program. In this role, he would be responsible for:

- Oversight of the entire project ensuring a high quality of service
- Providing transparency through project updates
- Ensure an equitable application intake and review process
- Accurate and secure processing and reporting processes

Tim oversees all FORWARD implementations, including design, management, and funds disbursement. Tim has more than 25 years of experience in leadership and growth, customer operations, and financial management for high-tech, high-growth companies. During this time he has also maintained an active community presence, serving on the board for both nonprofit and for-profit

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organizations. In 2012, he was elected Chairman of the Audit Committee for ITEX Corporation (OCQB: ITEX).

Tim holds a bachelor's degree in Finance from the California State University of Sacramento.



LiveStories' Director of Applicant Services, Scott Hoiland, has more than 10 years of experience in program and customer operations, with a focus on workflow management and analytical analysis.

He has worked with technology companies to provide turnkey solutions to advertisers through enhanced software platforms that were built from the ground up. Scott is a problem solver who enjoys learning how software works and working with engineering teams to design user-friendly platforms.

Scott graduated from the University of Washington with a degree in economics.



As LiveStories' Senior Manager of Client Services, Kelsey Martin is responsible for program launch and management, analytics, and content creation.

Kelsey has more than 15 years of experience in working directly with marginalized and disadvantaged populations. Her experience in managing large federal and state assistance programs and advocating for those in crisis gives her unique insight in understanding and anticipating the needs of our program participants.

Kelsey is a graduate of Eastern Washington University with a degree in government and social services.



As a Program Manager/Research Analyst, Alexander Morrison is responsible for creating and developing novel processes to execute customer needs for their projects.

His role as a Program Manager makes him a customer's primary point of contact; he develops project implementation timelines for successful program launch, as well as creates weekly agendas to address any program needs. Alexander identifies bottlenecks and issues of concern for customers and addresses them with team-style coordination to effectively bring multiple solutions with different expertise to the table. He also supports the LiveStories team with internal training and QC/QA to ensure that all program goals are met.

Prior to joining LiveStories, Alexander spent time at the Washington State legislature, focused on novel research for three state legislatures. The analyses included healthcare insurance plans, the insurance plans' economic impact on individuals and small businesses, and wildfire impact on Washington communities. His research identified programs to allocate hundreds of millions in the 2019 biennium capital projects fund for the State.

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	Alexander holds a bachelor's degree in philosophy, politics, and economics (focused on urban and healthcare economics) from the University of Washington; he graduated with Faculty Honors. He also has a master's degree in policy studies/research from the University of Washington and graduated top of class.
	As a LiveStories Program Manager, James Fisher works closely with municipalities to conceptualize, launch, manage, and report on their programs. James is the point of contact for municipalities to ensure successful end-to-end program management. James has a depth of experience bringing together large, cross-functional teams from numerous fields including engineering, operations, and subject matter experts. Over his tenure with LiveStories, he has managed a variety of programs, including liquor and business licensing, CARES rental assistance; and ARPA funds administration. James has been involved with nearly all programs administered by LiveStories and brings a wide-angle perspective to program management, a skill he learned while working as an economic developer. James has been a tenant, a landlord, a business owner: He truly understands the needs of LiveStories/FORWARD users. James graduated from Penn State University with a bachelor's degree in economics. During his time in the Navy, he earned his LEAN Six Sigma Green Belt certification through NAVSEA.
	As Senior Director of Growth, Raven McShane leads the LiveStories efforts around business development, marketing and outreach, and partner engagement. She will be the point of contact during the proposal process, as well as involved throughout the program lifecycle to oversee partner relationships. Raven is an experienced operations director with a proven track record delivering results in a constantly changing landscape. Skilled at creating marketing plans and conducting community outreach, she helps LiveStories develop relationships with community-based organizations (CBOs) on the ground in communities across the country. With 15 years as a political fundraiser and campaign manager in dozens of communities under her belt, she has a unique and valuable perspective on building relationships within communities. Raven is a graduate of The Evergreen State College with a degree in history and political science.

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As LiveStories' Growth Manager, Rose Wallace will work closely with the Director of Strategic Growth and customers to identify and maintain relationships with community partners for the program.

Before joining LiveStories, Rose spent six years as a fundraiser and public affairs consultant working with customers and campaigns throughout California. She is adept at stakeholder relationship building, project management, and coalition building. She has led fundraising strategies for Congressional, Senate and Presidential campaigns and developed political and philanthropic giving strategies for high net worth customers to maximize impact on issues affecting underserved communities in California.

Rose is a graduate of Brandeis University with a degree in political science and economics.



As Marketing Manager at LiveStories, Tina Tran supports marketing and outreach efforts, including strategy and content creation, such as press releases, email, social media and more. Tina has extensive experience in nonprofit communications, homelessness prevention, and social services. She is passionate about leveraging communication tools to share information and resources to equitably support disadvantaged populations.

Tina is a graduate of University of California, Los Angeles with a degree in design and media arts.

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FIRM QUALIFICATIONS AND EXPERIENCE

About LiveStories and FORWARD

Established in 2015, **Geocko, Inc., dba LiveStories**, is a venture-funded, private company that provides data tools, program administration services, and application platforms to help governments, agencies, and other organizations collect, explore, and present program and impact data. We work with more than 350 local and state governments and agencies across the United States and have become a trusted steward of American Rescue Plan Act (ARPA), Coronavirus Aid, Relief, and Economic Security (CARES) Act, Community Development Block Grant (CDBG), Coronavirus State and Local Fiscal Recovery Funding (CSLFRF), and other government-funded programs.

Our **integrated program administration solution, FORWARD**, was launched in response to the COVID-19 pandemic as a tool for economic recovery. FORWARD has helped our customers streamline design, implementation, operations, communications, reporting, and compliance functions for their community assistance, relief, and recovery programs. With the use of FORWARD, we administer economic and community development programs for businesses, nonprofits, and households, including but not limited to the following programs:

Types of Programs Supported by FORWARD	
Households	Businesses/Nonprofits
Rental/Utility Assistance (ERAP, T-RAP) Guaranteed Income / Cash Assistance Immigrant Assistance/Support Down Payment Assistance	Business Assistance and Grants Disaster Recovery Economic Development Loans Microenterprise Grants

FORWARD was designed for scalability and its capabilities have been leveraged for programs ranging from hundreds of thousands up to millions of dollars. We have done and are continuing to do this across our customer base, and are currently managing nine assistance programs. **In the State of Washington, we have distributed nearly \$52 million in assistance programs – equating to \$2 million in payment processing per week to households and businesses across the state.**

FORWARD has also been contracted to distribute \$42 million to Missouri households and \$19.5 million to California businesses. We have been able to achieve this level of success because our platform, operations, and resources were designed to scale. Program processes—including program information, application completion, eligibility review, approvals or denials, communications, and funds disbursement—are built into our solution and automated where possible, which allows us to implement, launch, and support programs like City's at any given time and within weeks.

Our key driver is bringing tangible solutions to governments and agencies tasked with implementing and administering assistance programs for the communities they serve. LiveStories has been successful at this, which can be seen in the expansion of contracts with our customers. We believe

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that the strengths outlined below will be of great benefit to the City in the administration of its program.

- **Administering assistance programs like ARPA, CARES, CDBG, and CSLFRF.** Our integrated approach uses a modern technology stack and a team of experts to provide end-to-end program management support, streamline and automate manual processes, and reduce program costs. Our extensive capacity incorporates training and coaching internal and external key personnel on how to effectively manage grants, including fiscal and programmatic reporting requirements, scope of services, terms, coordination and participation in external funder audits, preparation of review materials and outcome/benchmark reports, and other related activities.
- **Managing large-scale coronavirus-related assistance programs.** We have experience in deploying and managing multi-million dollar assistance programs for households, business, and nonprofits in similar-sized communities and understand how to balance local, state, and federal requirements and ease of application for the target populations. Our offering includes full administration and management of assistance programs, including connecting households to resources, collaborating with local community partners to design programs, developing applications, collecting and reviewing applications, distributing funds, providing application and technical assistance, providing ongoing reports to leadership, and following all document retention requirements.
- **Providing trauma-informed, compassionate support to people in need.** Income and job loss are traumatic events for households who find themselves suddenly struggling through no fault of their own. People in need of programs like those being offered through the City may be under high levels of stress and anxiety, which is why we are compassionate, empathetic, and understanding at both the organizational and customer service levels. We work with customers to design assistance programs that mitigate barriers and burdens to assistance. In addition, our support team is trained to navigate applicant interactions with respect and empathy toward an applicant's situation, which has been key to diffusing any tension and refocusing the interaction on getting the assistance they need.
- **Targeted program outreach through community-based organization (CBO) and nonprofit partnerships.** We identify and work with CBO and nonprofit partners to develop program-specific communications and outreach plans to enhance awareness of the program, especially in historically disadvantaged communities. Our partnerships with these local, regional, and statewide organizations allow us to amplify the reach and capacity of our customers' grant, assistance, and social programs, connect with a greater number of households, and provide culturally and linguistically sensitive service to applicants.
- **Decreasing barriers to access for diverse ethnic backgrounds.** Our culturally and linguistically sensitive and relevant outreach, as well as simple and intuitive processes paired with customized technical assistance, ensures that target communities can effectively navigate the different programs.

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- **Monitoring and learning in real time about the needs and impact on the ground.** The City will receive robust reporting on program performance and operations. This allows us to monitor trends, such as community engagement or distribution of funds within the city, and any issues encountered. These findings, insights, and any recommendations will be shared with City leadership during weekly project updates.

Because of our significant experience in working with federal programs, we are well-equipped to administer these types of programs effectively and will ensure that the City's program adheres to all required rules, regulations, and guidance. We are confident that FORWARD will provide the City with efficient, seamless end-to-end administration and support of its Rental/Mortgage Assistance Program.

Demonstrated Experience with Grant/Assistance Programs

LiveStories has significant experience and success with local, regional, and statewide assistance programs. Since 2015, we have worked with more than 350 local and state governments and agencies across the United States to streamline design, implementation, application submission and intake, operations, communications, reporting, and compliance functions for their community assistance and recovery programs. In addition, we are sensitive to cultural, linguistic, and technology needs within the communities served and make every effort to mitigate potential barriers. We are committed to incorporating equity into every phase of the assistance programs we administer and work with our customers to reach hard-to-reach communities and meet and exceed any equity goals that our customers may have.

The following are rental/mortgage assistance programs that were implemented on schedule and within budget, and were headed by the same project team proposed for the City.

- **County and City of St. Louis (Missouri):** The County and City of St. Louis are leveraging the FORWARD solution and our community partners to expedite ERA-2 application and payment processing; this includes nearly \$30 million for the County and \$12.4 million for the City. This program was launched earlier this year and has met all program expectations to date. In just the first month of the program, FORWARD distributed or committed \$6.3 million to 1,500 households; the program continues to accept applications and disburse funds. Additionally, both County and City have extended their contracts with LiveStories to administer their next round of rental assistance funds.
- **Washington State Department of Commerce (WSDC; Washington):** In 2021, the WSDC began utilizing the FORWARD platform's data reporting functionality to collect Emergency Rental Assistance program data from across the State of Washington's 37 counties. Their goal is twofold: 1) build reports that comply with the U.S. Department of Treasury's requirements; and 2) create custom reports to capture and illustrate the scale, operations, and outcomes of rental assistance programs at both the county and state levels. The three temporary rent assistance programs currently operating are the Treasury Rent Assistance Programs 1.0 and 2.0 (T-RAP 1.0 and T-RAP 2.0) and the Eviction Rent Assistance Program 2.0 (ERAP 2.0).

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These programs are part of Washington State's response to the COVID-19 pandemic. Funds are intended to prevent evictions that would contribute to the spread of the virus, by paying past due, current due, future rent, and utilities, targeting limited resources to those who have experienced financial hardship due to the COVID-19 outbreak and are at risk of experiencing homelessness or housing instability. As of January 2022, more than 44,000 households across the State have received nearly \$287 million. This is the equivalent of 264,000 months of rent and 47,000 months of utilities paid, the majority of which were for households with an area median income (AMI) of 30% or less. This program is ongoing.

- **City of Spokane (Washington):** In 2020, the City of Spokane initially deployed FORWARD to distribute more than \$2.4 million in CARES Act funds to small businesses and nonprofits. The City then expanded its contract to use FORWARD to distribute \$22.4 million in emergency rental assistance through the Emergency Rental Assistance (ERA1 and ERA2) and Treasury Rent Assistance Program (T-RAP1 and T-RAP2). To date, these programs have provided funds to more than 1,500 tenants and landlords across the City. The City was also the first in the state that has successfully distributed 100% of its ERA1 funds. FORWARD provided an end-to-end solution for both business and household assistance programs; it was leveraged for conducting outreach to the community, collecting applications, reviewing the applications, distributing the funds, and all required reporting. This program is ongoing.
- **Skagit County (Washington):** The County is using FORWARD to distribute over \$13 million in emergency rental assistance. FORWARD is supporting paper and digital applications to prioritize equity. FORWARD provides the end-to-end solution for community outreach, collecting applications, reviewing the applications, and distributing rental assistance funds.

We are also in the implementation stage for rental programs in Yakima County (Washington) and Marin County (California). Yakima County brought FORWARD on after their Washington State ERA program (T-RAP) was already up and running; they are using the FORWARD solution to disburse their remaining T-RAP1 funds and to administer their entire T-RAP2 program. Marin County sought additional case management support from LiveStories to reinforce their existing resources, which we are able to provide through our support center.

In addition to the rental programs described above, our government and agency customers have also leveraged the FORWARD solution for their rental programs, as outlined below. The approach used for these rental programs is similar to how we approach business programs.

- **City of Long Beach (California):** In early 2022, FORWARD was selected to administer the City's small business grants program and distribute \$11.5 million in ARPA funds. Funds are intended to support relief and recovery in the following industries: Personal Services and Fitness Relief; Restaurant, Brewery and Bar Relief; Non Profit Relief; and General Business Relief. This program accepted applications from March to May 2022, and began disbursing funds in April 2022.
- **City of Milpitas (California):** In 2022 we deployed FORWARD to administer the Milpitas Small Business Assistance Grant Program to support local businesses and microenterprises that

FORWARD

have been negatively impacted by the COVID-19 pandemic. While this program is available to all businesses with 25 or fewer employees, the City is focusing its outreach efforts on daycare businesses (commercial/home-based), as well as fitness, recreation, and yoga businesses. The program provides \$5,000 grants and is expected to assist nearly 300 businesses. Grants may be used for business rent/mortgage, payroll, and operating expenses for products or services. We are partnering with Silicon Valley Central Chamber of Commerce to provide free technical assistance to applicants on alternative financing, marketing, business plan development, employee-related guidance, and overall business management, as well as the Milpitas Chamber of Commerce for program marketing and outreach.

- **City of Spokane (Washington):** In 2020, the City of Spokane deployed FORWARD to distribute more than \$2.4 million in CARES Act funds to small businesses and nonprofits in less than six weeks. FORWARD conducted outreach to the community, collected applications, reviewed applications based on the City's eligibility criteria, and distributed funds. We also worked with local business support organizations to run webinars and training events so that they can aid the business owners. FORWARD also provided weekly updates and a final program report to City leadership. We received 300 applications, of which 148 were approved. Half of the awardees were minority-, women-, and LGBTQ-owned businesses. The average award amount was \$16,000.
- **City of Decatur (Illinois):** In 2020, we deployed FORWARD to manage multiple grant programs, totaling \$70,000, targeting the City's businesses. We collaborated with a local community partner to create and collect applications and the related documentation. The local partner utilized FORWARD to review and approve applications. We have also worked with the City to launch AccessDecatur, which uses our FORWARD platform to centralize information and applications for grants, benefits, and programs available to Decatur businesses and households.
- **City of Moline (Illinois):** In 2020, we deployed FORWARD to manage successful microenterprise grant programs within their CDBG funding, which was a total of \$330,000. FORWARD collected and consolidated digital and paper forms, provided technical assistance to applicants, shared real-time metrics with the City staff, followed up with applicants for additional information, and enabled the staff to review the applications with simple digital tools. In addition to the CDBG programs, City staff leveraged the FORWARD platform to also manage liquor license renewals, which averages \$225,000 per year.

We were recently awarded by the City of Mountain View (California) with program administration of their Electric Bike Incentive Program, which includes voucher generation and distribution for residents, voucher reimbursement for businesses, and stringent eligibility requirements built into the FORWARD platform; this is currently in contracting with an expected go-live in the second half of 2022.

Because of our significant experience in working with these federally funded programs, we are well-equipped to effectively administer the City's program and will ensure that the program adheres to all rules, regulations, and guidance.

Equity in All Program Phases

Program equity is important to us, and we are committed to incorporating equity into every phase of the assistance programs we administer, as seen in the examples below.

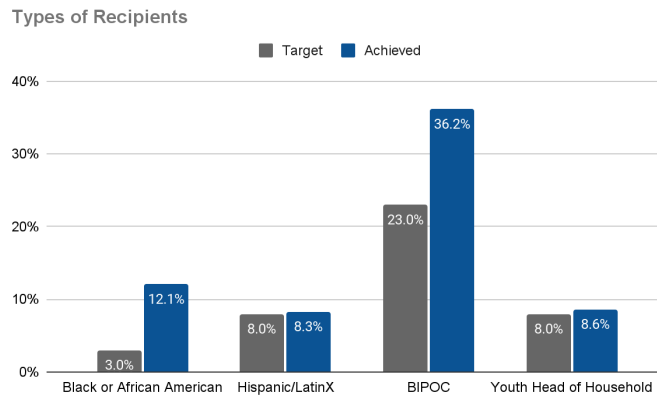
- **Culturally and linguistically sensitive support and outreach.** From the outset, we will create materials that are relevant for the City's culturally diverse communities. We will leverage our FORWARD support center and partners to provide assistance in the languages used in the City. The FORWARD platform can also support nearly 70 languages.
- **Fair access to the application.** Having an application launch date is important. But it unfairly benefits those with resources to have all the materials ready on time, have a high bandwidth connection, and get through to technical assistance. We can make the FORWARD platform available at least one to two weeks before the application launch date so eligible applicants can get everything ready ahead of time. We will run multiple campaigns reminding people of the upcoming deadlines. Our support center can also open early, giving people ample time to prepare the application. This means that, when the application launches, people can submit with just a couple of clicks.
- **Bridge the digital divide.** By supporting both digital and paper applications, we give access to everyone, not just those with the internet or access to a computer or mobile device. We will work with the City and community partners to identify strategies that will drive fair access for the different communities within the City.
- **Cohort-based application review.** In other similar programs, we implemented a two-week review window where we stack rank all applications received during a two-week period. This allows us to push equity within every review cycle.
- **Representation matters.** We understand equity. LiveStories is a minority-owned business; in addition, more than 80% of the LiveStories team are women and/or come from minority backgrounds.

Our solution is sensitive to cultural, linguistic, and technology needs within the communities served and make every effort to mitigate any barriers. The following are case studies in how we have been able to leverage this commitment and exceed equity goals for resident and business assistance programs.

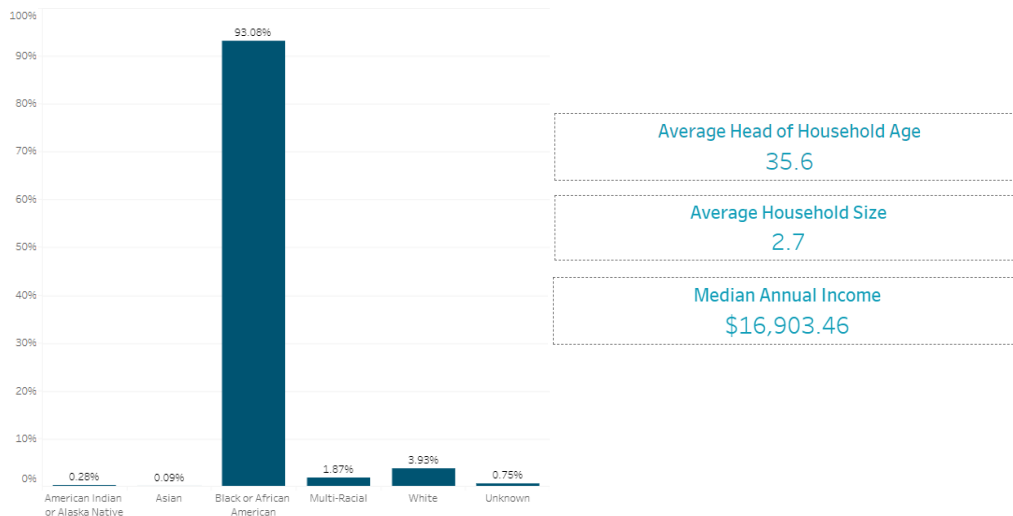
A City's emergency rental assistance program had equity goals to ensure that funds were distributed to households known to be at greatest risk of experiencing homelessness or housing instability due to financial hardships stemming from the COVID-19 outbreak. As seen in the following graph, we exceeded those goals and effectively engaged populations of need within the community.

- 36.2% of funds were disbursed to BIPOC applicants (including 12.1% and 8.3% to Black/African American- and Hispanic- identifying applicants, respectively; both groups have historically been disproportionately impacted by housing insecurity).
- Nearly 8.6% of the recipients were youth (ages 18 to 24) heads of households.

- 61% of recipients were below poverty level: The median income for recipients was \$14,440, which is substantially less than the median income of \$58,293 across all residents in the City.

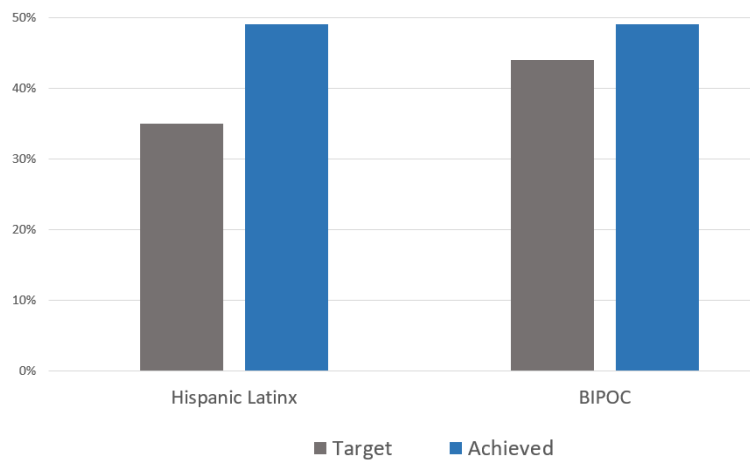


Earlier this year, we began administering a rental assistance program for a Midwest City. The majority of the City's funds disbursed to date have been to BIPOC applicants in low-income households. The majority of applicants identified as Black or African American, as seen in the following graph. The median annual income for approved applicants is nearly \$17,000. Given an average household size of 2.7, this is below 30% AMI and well below the median family income of \$84,900 (FY2021) for the City.



A Pacific Northwest City also recognized the need for equity goals in its rental assistance program, which distributed funds made available through ERA-1, ERA-2, and T-RAP. LiveStories worked with the City and community partners to provide outreach service, language translation, and flexible access to the program. This collaboration allowed the program to amplify its reach within the LatinX, indigenous, and farmworker communities, as well as provided targeted support for families with developmental disabilities and complex health needs.

The following graph shows how the City achieved and exceeded the target equity goals for LatinX and BIPOC applicants in just the first year of the rental assistance program, which is expected to run until mid-2023.



A Washington State business assistance program funded through the Small Business CARES Grant received a total of \$2.4 million over three funding rounds. As seen in the sidebar, 100% of eligible business applicants received a grant through this program, for a total of nearly 150 grants approved. Nearly half of the funds were disbursed to businesses owned by minorities, women, and/or LGBTQ. A third of the funding was received by nonprofit organizations.

Business Assistance Programs

Small Business CARES Grant

Total Funding: \$2.4 million over 3 rounds

Program Metrics

- 100% of eligible business applicants received a grant
- 147 grants approved
- \$16,266 average grant amount

Support for Marginalized Communities

- Minority/Women-LGBTQ-owned businesses: 47% of total funding
- Nonprofit organizations: 32% of total funding

COST PROPOSAL

The total cost for LiveStories to provide grant administration services for the City's American Rescue Plan Rental/Mortgage Assistance Program represents 9% of the \$1,400,000 available in funds to be distributed.

A summary of the services and associated costs for the administration of the City's program has been provided below. We will work with the City to finalize the costs before the start of the project.

Proposed Budget	
Program Administration	\$14,000
Program design, implementation, and administration Customer/account management support Accounting, audit, and financial reporting Archiving and compliance	
Platform Development	\$10,500
Platform hosting and maintenance Build City/program-specific platform, including program information, eligibility criteria, and screening/application processing Collect, process, and retain applications and related materials	
Marketing & Outreach	\$17,500
Community partner engagement (including language assistance) Community outreach materials and campaigns	
Application Intake & Case Management	\$42,000
Customer service support center for application and technical assistance Collection of digital and paper applications Multi-step application review and eligibility verification	
Payment Services & Reporting	\$42,000
Payment processing/distribution and banking fees Tax reporting (1099s)	
Program Administration Total	\$126,000

SECTION 3. GENERAL TERMS & CONDITIONS

LiveStories acknowledges, accepts, and will comply with the provisions outlined in the RFP's Section 3, General Terms & Conditions.

SECTION 4. REQUIRED RFP SUBMITTALS

Attachment A. Corporate Certificate

SECTION 4. REQUIRED SUBMITTALS

CORPORATE CERTIFICATE

I, Adnan Mahmud, CEO, certify that I am the Secretary of the Corporation named as Consultant in the foregoing Proposal RFP-22-1000, who signed said Proposal ~~bid~~ in behalf of the Consultant, was then (Title) of said Corporation; that said bid was duly signed for and in behalf of said Corporation by authority of its Board of Directors, and is within the scope of its corporate powers; that said Corporation is organized under the laws of the State of Washington. This 25th day of August, 20 22.

 (Seal)

Signature

Attachment B. Georgia Security and Immigration Compliance Act Affidavits

GEORGIA SECURITY AND IMMIGRATION COMPLIANCE ACT AFFIDAVITS

The City of South Fulton, Georgia and Contractor agree that compliance with the requirements of O.C.G.A. § 13-10-91, as amended, and Rule 300-10-1-.02 of the Rules of the Georgia Department of Labor are conditions of this Agreement for the physical performance of services.

The Contractor further agrees that its compliance with the requirements of O.C.G.A. § 13-10-91, as amended, and DOL Rule 300-10-1-.02 is attested to on the executed Contractor Affidavit and Agreement attached hereto.

If employing or contracting with any subcontractor(s) in connection with this Agreement, Contractor further agrees:

1. To secure from the subcontractor(s) an affidavit attesting to the subcontractor's compliance with O.C.G.A. § 13-10-91, as amended, and DOL Rule 300-10-1-.02; such affidavit being in the form attached hereto; and
2. To submit such subcontractor affidavit(s) to the City when the subcontractor(s) is retained, but in any event, prior to the commencement of work by the subcontractor(s).

The failure of Contractor to supply the affidavit of compliance at the time of execution of this Agreement and/or the failure of Contractor to continue to satisfy the obligations of O.C.G.A. § 13-10-91, as amended, and DOL Rule 300-10-1-.02 as set forth in this Agreement throughout the contract period shall constitute a material breach of the contract. Upon notice of such breach, Contractor shall be entitled to cure the breach within ten days, upon providing satisfactory evidence of compliance with the terms of this Agreement and State law. Should the breach not be cured, City of South Fulton shall be entitled to all available remedies, including termination of the contract and damages.

Required Affidavits are included on the following pages.

FORWARD

CONTRACTOR AFFIDAVIT & AGREEMENT

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. § 13-10-91, as amended, stating affirmatively that the individual, firm or corporation which is contracting with City of South Fulton, Georgia, has registered and is participating in a federal work authorization program* [an electronic verification of work authorization program operated by the U.S. Department of Homeland Security or any equivalent federal work authorization program operated by the U.S. Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603], in accordance with the provisions established in O.C.G.A. § 13-10-91, as amended.

The undersigned further agrees that should it employ any new employees or contract with any subcontractor(s) for the physical performance of services pursuant to the contract with City of South Fulton, Georgia, the Contractor will secure from the subcontractor(s) verification of compliance with O.C.G.A. § 13-10-91, as amended, on the attached Subcontractor Affidavit. The undersigned contractor further agrees to use the federal work authorization program throughout the contract period and to maintain records of such compliance and to provide a copy of each such verification to City of South Fulton, Georgia, at the time the subcontractor(s) is retained to perform such services.

1151474

12/23/2016

EEV / Basic Pilot Program* User
Identification Number

Date of Authorization

<https://e-verify.uscis.gov/enroll/>

Raven McShane

8/24/22

By: Authorized Officer or Agent

Date of Execution Affidavit

Raven McShane

FORWARD

Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE

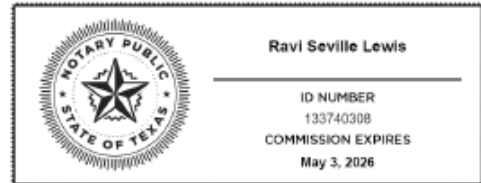
State of Texas

24th DAY OF August, 2022

County of Harris



Notary Public Ravi Seville Lewis



My Commission Expires: 05/03/2026

Note: As of the effective date of O.C.G.A. § 13-10-91, the applicable federal work authorization program is the "EEV / Basic Pilot Program" operated by the U.S. Citizenship and Immigration Services Bureau (USCIS) of the U.S. Department of Homeland Security, in conjunction with the Social Security Administration (SSA).

Notarized online using audio-video communication

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: 7:38 p.m. Request Council Approval to transfer \$1.2 million from general fund revenue to the CDRA Professional Services line item FY 22 to pay for outstanding invoices for Charles Abbott Associates

DATE: September 27, 2022

SUBJECT: 7:38 p.m. Request Council Approval to transfer \$1.2 million from general fund revenue to the CDRA Professional Services line item FY 22 to pay for outstanding invoices for Charles Abbott Associates

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
Community Development Memorandum Budget Transfer Gen Fund \$1.2 million Professional Services Line Item	Cover Memo	9/23/2022

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: Tammi Saddler Jones, City Manager

FROM: Derek R. Hull, Community Development Director

DATE: September 2, 2022

SUBJECT: Budget Transfer of General Fund Revenue to Community Dev. Professional Services Line Item

Background

The Community Development Department has one standing consultant agreements for professional services: Charles Abbott Associates (CAA). For FY 22, CDRA budgeted \$1,090,000.00 for Professional Services. This amount was underfunded by approximately \$1.5 million. In order to pay for outstanding invoices for CAA, Community Development requests a transfer of General Fund revenue to the Department's Professional Services line item. The current amount of funding available in Professional Services is approximately \$5,000.00.

CAA provides all Building Inspection services for the City and the current contract is automatically renewed at the end of September unless either party terminates the contract or renegotiates the contract. The CAA contract is a revenue sharing agreement in which the City pays CAA 45% of all Building Permit fees for the first \$100,000 and 50% of all Building Permit fees issued above \$100,000.

There are four outstanding CAA invoices that need to be paid:

- April 2022 \$98,169.78
- May 2022 \$318,040.33
- June 2022 \$168,223.39
- July 2022 \$115,615.99

Total Payment Due: **\$700,049.49**

Although CDRA has not received invoices for Aug. 2022 and Sept. 2020, the City should estimate an invoice amount of approximately \$200,000 per month for a total of **\$400,000**, to close out CAA invoices for FY 22.

CAA assists the City by processing permits which generate revenue for the City. To pay these outstanding invoices and to anticipate additional invoices through the end of FY 22, the Community Development Department respectfully request a Budget Transfer of General Fund Revenue to its Professional Services Line Item

(Acct. # 100-7410-52-1200) in the amount of **\$1.2 million**.

Summary of Events

N/A

Next Steps/Need for Briefing

Upon Council approval to transfer \$1.3 million from general fund revenue to the Community Development Professional Services line item (**Acct. # 100-7410-52-1200**), the Department will process all outstanding invoices.

Cc: Don Toms, Assistance City Manager
Karen Slaton- Dixon, Finance Director
Lakeshia Gaines, Finance Manager

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: 7:48 p.m. Request Council Approval for purchase of a new mobile stage from a single sole source vendor in the amount of \$216,725.00 using funds that was approved at the mid-year budget. Requesting council to award a single sole source contract to Wenger Corporation. 100-6110-54-2500

DATE: September 27, 2022

SUBJECT: 7:48 p.m. Request Council Approval for purchase of a new mobile stage from a single sole source vendor in the amount of \$216,725.00 using funds that was approved at the mid-year budget. Requesting council to award a single sole source contract to Wenger Corporation. 100-6110-54-2500

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
Showmobile mobile stage	Cover Memo	9/23/2022

City of South Fulton Agenda Item Summary



City Council Meeting Date 8-23-2022 9-27-2022	
Requesting Department	Council District(s) Affected
Parks, Recreation and Cultural Affairs	All
Requested Action	
Requesting council approval to purchase a new Showmobile mobile stage from a single sole source vendor in the amount of \$216,725.00 – using funds that was approved at the mid-year budget. Requesting Council to award a single sole source contract to Wenger Corporation.	
Requirements for Council Action (City specific Council policy, statute or code requirement)	
Staff recommends Council approval for new stage.	
Summary and Background (Provide department recommendation and an executive summary of the action that gives an overview of the relevant details)	
The showmobile mobile stage is specified, designed manufactured and exclusively distributed solely by Wenger Corporation. This showmobile mobile stage will have hydraulic leveling, wireless remote with auto-level system and disability lift which provides easy access for people and equipment. Complete show light package which includes wall mounted, reprogrammable DMX controller, override port, upstage LED lights and showmobile drapery. Wenger Corporation manufactures their own parts for repairs and replacement.	
Funding Source (if applicable)	
100-6110-54-2500	
Financial Impact (if applicable)	
Financial Impact Statement Received Yes ☐ No ☒	
Legislative Process Complete Yes ☐ No ☒	
Department Director Approval _____ _____	Finance Director Approval _____ _____

Assistant City Manager Approval _____	City Attorney Approval _____	City Manager Approval _____
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SINGLE/SOLE SOURCE PURCHASE REQUEST

Does the vendor have an active exclusion listed on www.sam.gov? Yes ☐ No ☒

If yes, do not submit the request,

Confirmed by: _____ Date: _____

If no, provide the following information and attach additional sheets if required:

1. Provide a detailed description of the goods or services being requested.

Showmobile mobile stage with auto-hydraulic leveling, drapery, handicap lift, and show light package. The Showmobile mobile stage is an all-in-one mobile perform system that creates a polished, high-performance environment for events of all kinds with simple and fast set up.

2. Explain why the goods/services requested are the only ones that can meet your requirements and explain why alternatives are unacceptable. Be specific with regard to specifications, requirements, capabilities and compatibility.

This mobile stage is specified, designed, manufactured and exclusively distribute solely by the Wenger Corporation with the needed option of hydraulic leveling, wireless remote with auto-level system. Disability lift provides easy access for people and equipment. Custom graphics with City logo can be applied with a 3M vinyl adhesive process.

3. Describe the steps taken to determine that the goods or services are single or sole source.

Other options were considered; however, none of them can provide the specifications needed. Other vendors do not the option for purchase, only rental.

4. Explain why the price for the goods/services is considered to be fair and reasonable.

\$216,725.00 is a fair and reasonable price for a brand-new mobile stage. The price includes training for new stage for staff.

5. Describe the negotiation efforts, if any that were made with the vendor to obtain the best possible price.

N/A



SINGLE/SOLE SOURCE PURCHASE REQUEST

Sole source purchases occur due to the inability to obtain competition. This results because only *one* vendor or supplier possesses the unique ability or capability to meet the particular requirements. This decision must be based on a proven lack of competition. There are *no* other vendors or suppliers that provide such goods/services.

A single source purchase is the selection of one particular supplier to the exclusion of all other vendors where, for a justifiable reason such as compatibility, standardization, academic or a professional learning priority, the goods or services are obtained from one source among others in a competitive marketplace. This decision may be based on proprietary technology, copyright, or a supplier's unique capability.

Date of Request: July 26, 2022
To: Purchasing Manager
From: Steven Maxwell
Requesting Department/School: Parks, Recreation and Cultural Affairs
Check Type of Request: Single Source Sole Source

Please note that any individual or company who appears on any suspended, excluded or debarment list issued by the agency of the federal, state or local government (i.e. is listed as an excluded party on the System for Award Management of the United States Government) cannot provide goods or services to City of South Fulton.

Consultant contracts over \$25K and all other contracts over \$25K will require council approval. These thresholds apply to single and cumulative contract amounts.

Vendor Name: Wenger Corporation
Vendor Contact Name: Chris Storjohann
Telephone: 800.326.8373, Ext. 8786
E-mail: chris.storjohann@wengercopr.com
Total Cost of Goods / Services: \$216,725.00
Date Goods / Services are required: As soon as possible

Is the company registered as a vendor with City of South Fulton? ☒ Yes ☐ No

INFORMATION TECHNOLOGY AUTHORIZATION

Will this purchase have any IT components? ☐ Yes ☒ No

If yes, this purchase requires additional authorization by the Director of Information Technology.

My signature acknowledges that I have reviewed this request and hereby authorize that this request proceed to Procurement Services for final review and approval.

Approved: _____ Date _____
Director, Information Technology



SINGLE/SOLE SOURCE PURCHASE REQUEST

6. Will this purchase obligate the district to this vendor for future purchases of the goods/services being requested?
If yes, please explain. x Yes No

We currently have an older showmobile mobile stage that was purchased from this vendor. We will need to parts for repairs on the existing stage in our inventory.

7. Provide copies of supporting documentation, including a letter from the vendor, confirming single or sole source.

Letter attached

My signature acknowledges that I have reviewed this request and I concur that the goods/services are single or sole source.

Requested by:	_____	_____	_____
	Printed Name	Signature	Date
Approved:	_____	_____	_____
	Print Director	Signature	Date
Approved:	_____	_____	_____
	Print Chief Financial Officer	Signature	Date
Approved:	_____	_____	_____
	Purchasing Manager	Signature	Date
Approved:	_____	_____	_____
	City Manager	Signature	Date

Instructions

1. Complete the form and be sure to provide all of the required information.
2. Print the form and obtain the required signatures.
3. Submit the form to Purchasing Department.
4. The request will be reviewed by Purchasing Manager.
5. If approved, the request will be forwarded to the City Manager.
6. If not approved, the request will be returned to the requestor.
7. Please allow sufficient time for processing the request.



Your Performance Partner

June 30, 2022

Joan Troupe
City of South Fulton
Parks, Recreation, and Cultural Affairs
South Fulton, GA. 30349

Dear Joan,

Thank you for your interest in our Showmobile mobile stage. The Wenger Showmobile mobile stage is specified, designed, manufactured, and/or exclusively distributed solely by the Wenger Corporation. Pricing, product literature, and shipment authorization must originate from our manufacturing and sales facility in Owatonna, MN. The Showmobile will be manufactured and shipped from the Wenger facility in Owatonna, MN.

Working factory direct with the end user helps us ensure the highest levels of product delivery and service quality with the lowest price.

Wenger Corporation has been in business for over 75 years. We take pride in our quality equipment and excellent customer service. If you have any questions regarding this letter, please contact me.

Sincerely,

Chris Storjohann

Chris Storjohann
Sales Representative
Wenger Corporation
Owatonna, MN 55060
(800)733-0393 ext 8786
Fax (507)455-4258
E-mail: chris.storjohann@wengercorp.com

Wenger Corporation
555 Park Drive
Owatonna, MN 55060-4940
United States



Phone: 507-455-4100
Fax: 507-455-4258

Quote Number: 3246138

Showmobile Mobile Stage

QUOTE

Date: 04/15/2022
Page: 1 of 3
Cust #: 00243195

Quote To: Calvin Jones City of South Fulton 5565 Stonewall Tell Rd South Fulton GA 30349-2460 United States Phone: (470) 345-3577 Fax: 404-730-6362 E-Mail: calvin.jones@cityofsouthfultonga.gov	Date: 4/15/2022 Expires: 5/15/2022 Reference: Terms: Net 30 Days Created By: Chris Storjohann Salesperson: Chris Storjohann Phone: +1 (507) 774-8786 E-Mail: chris.storjohann@wengercorp.com
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Quote Comments:

See the literature on our website for all Showmobile information.

There are also new videos on our website showing the Showobile and lighting.

Here is link to our Showmobile website: <https://shop.wengercorp.com/education/showmobiler-mobile-stage-and-canopy.html>

Warranty: 5 years

****Pricing on this quote is per the OMNIA purchasing cooperative contract #R191204, Balance of Line.****

Customer to verify all items on this quote before placing order.

Specification available if needed

USD

Line	PartNum/Description	Qty	Net Price	Ext. Price
Base Showmobile Mobile Stage				
1.00	089H790	1 EA	\$167,125.00	\$167,125.00
	SHOWMOBILE,MANUAL LEVELING,BLACK DECKING,STANDARD ELECTRICAL			

The above Showmobile base unit includes the following:

- *Warranty: 5 years
- *Manual leveling
- *Wired controller
- * 110 Volt electricals
- *(2) large, curbside storage lockers with locks
- *(1) storage lockers for electrical, with locks
- * 45 MPH engineered wind load rating
- *Black, slip-resistant stage deck surface
- *Adjustable, hinged acoustical end panels
- *(8) tie-downs and (4) tie-down straps
- *Hydraulic, cantilevered roof canopy

Wenger Corporation
555 Park Drive
Owatonna, MN 55060-4940
United States



Phone: 507-455-4100
Fax: 507-455-4258

Quote Number: 3246138

Showmobile Mobile Stage

QUOTE

Date: 04/15/2022
Page: 2 of 3
Cust #: 00243195

**No loose stage deck pieces*
**LED Utility light package*
**Battery charger for hydraulic system batteries*
**(1) adjustable stairway with aluminum stair treads*
**Gross Vehicle Weight Rating(GVWR): 16,000 lbs.*
**Pintle hitch*
**Training of Showmobile after delivery*

Options and Accessories

2.00	S419991	1 EA	\$13,275.00	\$13,275.00
	AUTO-HYDRAULIC LEVELING			

**Auto-hydraulic leveling*
**Includes wireless remote controller*
**Standard, wired controller also included and can be used as a backup to the wireless controller*

3.00	089D576.3	6 EA	\$180.00	\$1,080.00
	DRAPERY,96" X 42",BLACK			

4.00	089D575.3	2 EA	\$0.00	\$0.00
	DRAPERY,48" X 42",BLACK			

**Showmobile drapery*
**Drapery color: Black, other colors available*
**56 linear feet of drapery*

5.00	S419990	1 EA	\$13,220.00	\$13,220.00
	HANDICAP LIFT			

**Handicap lift built into the Showmobile*
**Handicap lift includes cover*

6.00	089H467	1 EA	\$14,575.00	\$14,575.00
	SHOW LIGHT PACKAGE			

The Show lighting package includes the following:
**Wall mounted, reprogrammable DMX controller*
**5 pin DMX override port*
**(5) upstage RGB down LED lights*
**(8) canopy mounted RGBWA-UV LED lights*
**Total of 38,000 lumens*
**All LED lights are IP rated(outdoor rated LED lights)*

z Freight

7.00	Freight	1 EA	\$7,450.00	\$7,450.00
	Freight Services			

**Standard freight*
**Training completed after delivery of Showmobile mobile stage*

Wenger Corporation
555 Park Drive
Owatonna, MN 55060-4940
United States



Phone: 507-455-4100
Fax: 507-455-4258

Quote Number: 3246138
Showmobile Mobile Stage

QUOTE

Date: 04/15/2022
Page: 3 of 3
Cust #: 00243195

Lines Total	\$216,725.00
Total Taxes	\$0.00

Quote Total	\$216,725.00
-------------	--------------



MUSIC EDUCATION AND PERFORMING ARTS

Owatonna Office: Phone 800.4WENGER (493-6437) Worldwide +1.507.455.4100 | Parts & Service 800.887.7145 | wengercorp.com | 555 Park Drive, PO Box 448 | Owatonna | MN 55060-0448
Syracuse Office: Phone 800.836.1885 Worldwide +1.315.451.3440 | jrclancy.com | 7041 Interstate Island Road | Syracuse | NY 13209-9713

ATHLETICS

Phone 800.493.6437 | email gearboss@wengercorp.com | gearboss.com | 555 Park Drive PO Box 448 | Owatonna | MN 55060-0448

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: 7:52 p.m. Request approval of an Intergovernmental Agreement with City of Atlanta Department of Watershed Management to relocate water lines in conflict with project OSI 604 Campbellton Road at Stonewall Tell Road. The City of Atlanta will advance payment upon execution of the agreement for the anticipated cost of construction, inspection and oversight of the work up to \$93,738.00.

DATE: September 27, 2022

SUBJECT: 7:52 p.m. Request approval of an Intergovernmental Agreement with City of Atlanta Department of Watershed Management to relocate water lines in conflict with project OSI 604 Campbellton Road at Stonewall Tell Road. The City of Atlanta will advance payment upon execution of the agreement for the anticipated cost of construction, inspection and oversight of the work up to \$93,738.00.

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
OSI 604 - Campbellton Rd at Stonewall Tell Rd - Decision Memo COA Water Relocation Agreement	Cover Memo	9/23/2022

GOVERNMENT OF THE CITY OF SOUTH FULTON

Office of the City Manager



REVIEW AND APPROVAL ROUTING SHEET

This routing sheet has been developed to ensure that all appropriate Senior Management Team members have thoroughly reviewed, approved, and signed off on all official documents in their respective service areas prior to the City Manager's receipt for final approval and signature, as needed. Items should be routed in the following order: 1.) Originating Division and other applicable Divisions; 2.) Finance Director; 3.) Assistant City Manager; and 4.) City Manager.

Parties Consulted:

Initials

Date

☐ **City Attorney/General Counsel**

Legal issues have been addressed

☐ **Assistant City Manager**

Complies with operational processes and guidelines.

☐ **Finance Director**

Funds are available and complies with fiscal guidelines.

☐ **Information Technology Director**

When Information Technology issues are involved

☐ **Program & Performance Manager**

Complies with Division/programmatic processes

☐ **Communications Director**

Complies with Division/programmatic processes

☐ **Parks & Recreation Director**

Complies with Division/programmatic processes

☐ **Destination South Fulton Director**

Complies with Division/programmatic processes

☐ **DCDRA Director**

Complies with Division/programmatic processes

☐ **Human Resources Director**

Complies with HR policies and procedures; positions are budgeted

☐ **Public Safety**

Complies with Division/programmatic processes. Specify Fire or Police

☐ **Public Works Director**

Complies with Division/programmatic processes

☐ **Other (Clerk's Office, Municipal Court, etc.)**

Complies with Division/programmatic processes. Specify Area

☐ **Other (Clerk's Office, Municipal Court, etc.)**

Complies with Division/programmatic processes. Specify Area

City Manager's Decision:

Approved ☐

Disapproved ☐

In this section, the City Manager will sign to indicate approval of the recommended option or will provide comments to indicate pursuit of an alternate course of action.

City Manager's Comments:

City Manager's Signature

Date

City of South Fulton Agenda Item Summary



City Council Meeting Date		Requesting Department		Council District(s) Affected	
Requested Action					
Requirements for Council Action (City specific Council policy, statute or code requirement)					
Summary and Background (Provide department recommendation and an executive summary of the action that gives an overview of the relevant details)					
Funding Source (if applicable)					
Financial Impact (if applicable)					
Financial Impact Statement Received Yes ☐ No ☐ Legislative Process Complete Yes ☐ No ☐					
Department Director Approval				Finance Director Approval	
Assistant City Manager Approval	City Attorney Approval		City Manager Approval		

INTERGOVERNMENTAL AGREEMENT

**BY AND BETWEEN
CITY OF SOUTH FULTON, GEORGIA
AND
THE CITY OF ATLANTA, GEORGIA**

**OSI 604 CAMBELLTON ROAD @STONEWALL TELL ROAD
INTERSECTION IMPROVEMENT PROJECT**



Atlanta, Georgia

**Andre Dickens
Mayor
City of Atlanta**

**Mikita K. Browning
Commissioner
Department of Watershed Management**

**Rob Bocarro
Deputy Commissioner
Office of Engineering Services**

INTERGOVERNMENTAL AGREEMENT

INTERGOVERNMENTAL AGREEMENT

This Intergovernmental Agreement ("Agreement"), is entered into as of the ____ day of _____, 20__, by and between the **City of South Fulton, Georgia**, a municipal corporation of the State of Georgia, referred to herein as ("Project Sponsor") and the **City of Atlanta, Georgia**, ("Atlanta") a municipal corporation of the State of Georgia, by and through the City of Atlanta's Department of Watershed Management ("DWM") (collectively, "Project Sponsor" and "Atlanta" may be referred to herein as "Parties" or individually as "Party"). ***Project OSI 604 Campbellton Road @ Stonewall Tell Road Intersection Improvement Project*** referred to herein as ("Project").

WHEREAS, the Project Sponsor has agreed to participate in the Project for the purpose of the following scopes:

OSI 604 Campbellton Road @ Stonewall Tell Road Intersection Improvement Project

This intersection improvement project includes adding left and right turn lanes on all approaches, installing traffic signals on mast arm signal poles and improving the curb & gutter, drainage, and streetlights.

WHEREAS, the Project Sponsor is responsible for, among other things, competitively procuring a contractor for constructing the Project; entering into a contract with the selected contractor ("Construction Contract"); securing all necessary rights of way for the Project; and resolving all utility conflicts affecting the Project; and

WHEREAS, DWM has existing water facilities ("Facilities") that conflict with the Project that must be relocated, and/or adjusted to accommodate the Project. DWM's scope of work includes adjusting/relocating/replacing: 110 LF of 12-inch watermain; three (3) water valve boxes; and two (2) fire hydrants and other appurtenances as required.

WHEREAS, the Parties desire to enter into an Intergovernmental Agreement that allows the Project Sponsor to include the construction work for installation, relocation and/or adjustment of the Facilities needed to accommodate the Project in accordance with Atlanta's designs, standards and specifications; and

WHEREAS, Atlanta has agreed to participate in the design and construction costs in connection with the installation, relocation and/or adjustment of the Facilities to accommodate the Project, which will also include making certain necessary improvements and upgrades to the Facilities desired by DWM ("DWM Improvements"); and the DWM Improvements will be included as part of the Project and constructed by the competitively selected contractor for the Project; and

WHEREAS, Atlanta will provide to the Project Sponsor, at Atlanta's expense and prior to the solicitation for the Project, the final design drawings, plans and specifications for the construction of the DWM Improvements and such design drawings, plans and specifications will be made part of the bidding package and construction plans for the Project, in accordance with this Agreement ("DWM Improvement Plans"); and

WHEREAS, Atlanta has further agreed to contribute to the Project Costs (as defined below in Section 1.1 and described in Sections 1.2.1 through 1.2.5) for the construction of the DWM Improvements

and, as such, desires to enter into this Agreement with the Project Sponsor for the purpose of defining the terms and conditions as between the Parties for Atlanta's contribution to the Project Costs for the construction of the DWM Improvements, which costs are estimated not to exceed Ninety-Three Thousand Seven Hundred Thirty-Eight Dollars and Zero Cents (\$93,738.00); and

WHEREAS, the Constitution of the State of Georgia authorizes intergovernmental agreements whereby governmental entities may contract with one another "for joint services, for the provision of services, or for joint or separate use of facilities or equipment; but such contracts must deal with activities, services or facilities which the parties are authorized by law to undertake or provide." Ga Const. Art. IX, Sec. III, Par. I; and

WHEREAS, Atlanta has determined that participation in the Project Costs, pursuant to this Agreement, is in its best interests and will, among other things, reduce and/or eliminate costs associated with erosion and sedimentation control measures, mobilization and traffic control; and

WHEREAS, subject to the terms and conditions set forth herein, the Parties have agreed to execute this Agreement, defining the terms and conditions of the Parties related to the Facilities and the DWM Improvements and Atlanta's contribution of the Project Costs.

STATEMENT OF AGREEMENT

NOW, THEREFORE, in consideration of TEN AND 00/100 DOLLARS (\$10.00) and the mutual agreements and covenants hereinafter set forth and other valuable consideration, the receipt and sufficiency of which are hereby acknowledged by the Parties hereto, the Parties agree as follows:

Section 1. Atlanta Contribution.

1.1. **Atlanta Authority.** Atlanta hereby acknowledges and agrees that pursuant to Resolution No. 22-R-3590 the Mayor is authorized to execute this Agreement. Furthermore, pursuant to 22-R-3590 and this Agreement, Atlanta is authorized to and shall contribute an amount not to exceed Ninety-Three Thousand Seven Hundred Thirty-Eight Dollars and Zero Cents (\$93,738.00); ("Project Costs") for the DWM Improvements to the Project Sponsor for the purpose of funding the DWM Improvements, in accordance with the terms and conditions of this Agreement ("DWM Contribution").

1.2. **Payment.** Atlanta agrees to and shall pay the Project Sponsor 100% of the DWM Contribution, in the total amount not to exceed Ninety-Three Thousand Seven Hundred Thirty-Eight Dollars and Zero Cents (\$93,738.00); estimated by Atlanta, within sixty (60) days of receipt of an invoice from the Project Sponsor. For purposes of this Agreement, "Project Costs" shall include the following costs described in Sections 1.2.1 through 1.2.5 associated with the construction, oversight, and management of the DWM Improvements, but shall not include such costs generally associated with the Project and not related to the DWM Improvements:

1.2.1. Costs of labor, materials, bond premiums (payment and performance bonds), permit fees, impact fees, approval fees, license fees, inspection fees, certification fees, easement costs, utilities, equipment (acquired or rented), applicable governmental permits, environmental site assessments, hazardous material removal, environmental mitigation and remediation and similar items incorporated into, consumed in the construction of the DWM Improvements or necessary for the construction of the DWM Improvements and compliance with this Agreement and any related site or landscaping work

incorporated in or related to the DWM Improvements, including but not limited to all costs incurred by the Project Sponsor;

1.2.2. Consulting, construction management, design and engineering fees and expenses paid or incurred for outside consultants, designer and engineers in connection with the construction of the DWM Improvements, including any needed borings, soil analysis or other geotechnical services that are required outside of the DWM Plans;

1.2.3. Tree recompense or tree ordinance compliance expenses, if any;

1.2.4. Cost for the acquisition of temporary construction easements and permanent easement on which the subject improvements shall be constructed (if any); and

1.2.5. Costs for all surveys, plats, environmental assessment and environmental site restoration and mitigation, title work, title insurance policies, attorneys' fees for closing and other costs and all other costs associated with acquiring the rights of way needed for the DWM Improvements, and after completion of the DWM Improvements, conveying such rights of way to Atlanta.

1.3. Project Costs Overruns. Atlanta shall not be responsible for any Project Costs that exceed the amount specified in Section 1.2, unless Atlanta provides prior approval of any such cost overruns. The Project Sponsor shall promptly notify Atlanta of any anticipated cost overruns or notifications received by the Project Sponsor associated with unforeseen conditions or changes that affect the DWM Improvements prior to performing work associated with such cost overruns. Atlanta shall, within thirty (30) days after receiving such notice, notify the Project Sponsor whether the costs overruns are approved or disapproved. The Project Sponsor has the authority to not proceed with the work associated with said cost overruns until Atlanta has provided the required approval. If the costs overruns are not approved, the Project Sponsor is not required to perform the work associated with said cost overruns. No changes in the DWM Improvement Plans may be made without Atlanta's approval.

1.4. Project Costs Underruns. Atlanta shall not be responsible for the total estimated Project Costs amount specified in Section 1.2 if the actual Project Costs for the DWM Improvements are less than the estimated Project Costs amount specified in Section 1.2.

1.5. Final Accounting. Within thirty (30) days from Dedication and Acceptance of the DWM Improvements, as defined in Section 6, the Project Sponsor shall submit a revised invoice to Atlanta that represents a final accounting of the actual Project Costs, including any approved Project Costs Overruns, as defined in Section 1.3, and any Project Costs Underruns, as defined in Section 1.4. If the amount of the actual Project Costs is greater than the projected Project Costs, if approved by Atlanta, Atlanta shall, within ninety (90) days of receipt of the revised invoice, remit payment to the Project Sponsor for the difference. If the amount of the actual Project Costs is less than the projected Project Costs, the Project Sponsor shall, within ninety (90) days of sending the revised invoice, remit payment to Atlanta for the difference.

Section 2. Atlanta's Obligations.

2.1. General Obligation. Atlanta shall design the installation, relocation and/or adjustment of its Facilities in accordance with the terms and conditions of this Agreement and all applicable local, state and federal laws, regulations, policies and standards. The cost of such DWM Improvement Plans will be

~~the sole responsibility of Atlanta. DWM Improvement Plans shall be delivered to the Project Sponsor upon execution of this Agreement and prior to the Project Sponsor advertising the Project for bidding.~~

2.2. Plan Design. The DWM Improvement Plans shall provide for installation, relocation and/or adjustment of the Facilities in accordance with the Georgia Department of Transportation's standard pay items and procedures for including such items in the Project Agreements.

Section 3. Project Sponsor's Obligations.

3.1. General Obligation. The Project Sponsor shall construct or cause, through its contractors, to construct the DWM Improvements in accordance with the DWM Improvement Plans, the terms and conditions of this Agreement and all applicable local, state and federal laws, regulations, policies and standards.

3.2 Construction Contract. If the parties agree that a Construction Contract is applicable, the Project Sponsor shall provide a copy of the Construction Contract, and any proposed change orders, modifications, or amendments to the Construction Contract, to Atlanta for review and approval (as it pertains to the DWM Improvements), prior to executing the Construction Contract, change order, modification, or amendment (as the case may be).

3.3. Permits, approvals, licenses, inspection and certifications, fees. The Project Sponsor shall be responsible for obtaining all permits, licenses, certifications, and inspections, necessary for the construction of the DWM Improvements.

3.4. Construction of the Project.

3.4.1. If any proposed construction and/or land disturbance activities will occur in or around rights of way owned, accessed or maintained by Atlanta, the Project Sponsor, if applicable to the project, will seek the necessary approval and/or permits. Accordingly, and subject to a relevant permit being issued by Atlanta, through the Atlanta Department of Transportation, Atlanta hereby consents to and authorizes the Project Sponsor, its agents, representatives, and contractors a right of entry onto rights of way owned and maintained by Atlanta for the purpose of constructing the DWM Improvements, which work shall be performed in accordance with this Agreement and the DWM Improvement Plans. The Project Sponsor agrees that this right to use Atlanta's rights of way shall be non-exclusive and temporary and shall terminate upon the completion of the DWM Improvements and shall be and is subject to any existing agreements of record that Atlanta has with any third party, including a public utility.

3.4.2. The Project Sponsor shall acquire all permanent and temporary easements, rights of access or other interests necessary to complete the construction of the DWM Project (if any). Upon the completion of the DWM Project and upon the dedication and Final Acceptance of the DWM Improvements, as defined below, Project Sponsors shall dedicate and assign all permanent easements to Atlanta for the DWM Improvements.

3.4.3. The construction of the DWM Improvements shall be completed lien free, in a good workmanlike manner, free of material defects and in compliance with the requirements of all applicable federal, state and local permits, ordinances, building codes, procedures, rules, and regulations and in substantial conformity with the DWM Improvement Plans and this Agreement.

3.4.4. ~~The Project Sponsor shall cause the repair of any damage to any of the Facilities, any public or private utilities, or any private property caused by or related to Project Sponsor's construction activities or take appropriate measures in the event that such activities are a threat to the public health, safety or welfare, including without limitation, dangers or threats to persons or real and personal property within the limits of the DWM Improvements.~~

3.4.5. The Project Sponsor shall require that any and all contractors, subcontractors or suppliers comply with the applicable provisions of federal, state and local safety laws; perform work in a good workmanlike manner; and take all measures necessary in an effort to prevent accidents, damages, injury or loss to persons and property in the construction of the DWM Improvements.

Section 4. Bonds, Insurance and Indemnification.

4.1. Bonds and Insurance. The Project Sponsor shall ensure that its contractors or subcontractors for the construction for the DWM Improvements provide performance and payment bonds for 100% of the costs of the DWM Improvements. Additionally, the Project Sponsor shall cause the contractor for the Project to maintain a policy of general liability insurance, which names Atlanta as an additional insured. Prior to the Project Sponsor issuing a notice to proceed for the construction of the DWM Improvements, the Project Sponsor shall provide a copy of said bonds and a certificate of insurance for all applicable insurance policies.

4.2. Indemnification. The Project Sponsor shall insert terms in the Construction Contract for the Project that requires the Project contractor to indemnify and hold harmless Atlanta, its agents and employees from and against all claims, damages, actions, judgments, costs, penalties, liabilities, losses and expenses, including but not limited to attorneys' fees, arising out of or resulting from the negligent and/or wrongful conduct, acts or omissions of the Contractor, subcontractor or its agents, employees and/or assigns in the performance of the DWM Improvements ("Indemnification Obligation"). The Indemnification Obligation shall not be waived or reduced because Atlanta approved, required modification of or did not require modification of any plan, calculation or specification submitted by or on behalf of the Project Sponsor concerning or relating to the construction of the DWM Improvements. The obligations to indemnify and/or hold harmless shall not extend to the Architect-Engineer, its agents or employees, arising out of (1) the preparation or approval of maps, drawings, opinions, reports, surveys, change orders, designs, specifications or Contract Documents, or (2) the giving of or the failure to give directions or instruction by Architect-Engineer, its agents, or employees providing such giving or failure to give is the primary cause of the injury or damage.

4.3. Relevant Agreements. The Project Sponsor shall provide Atlanta with copies of all relevant agreements, bonds and insurance certificates evidencing compliance with Section 4 of this Agreement prior to and as a condition of commencement of work on the DWM Improvements.

Section 5. Inspection and Maintenance of Records.

5.1. Inspection. Atlanta shall have the right to visit and inspect, monitor and evaluate the DWM Improvements work at any time to ensure that the work is performed in accordance with the terms of this Agreement, including without limitation, providing an onsite inspector to monitor the daily work. The cost of any visits or inspections by Atlanta will be the responsibility of Atlanta. At any time Atlanta determines that construction is resulting in materially defective work, Atlanta shall provide notice to the Project Sponsor, and the Project Sponsor shall immediately cause to remedy, at the Project Sponsor's

expense, any such identified defects as directed by Atlanta. The Project Sponsor agrees to notify Atlanta when all DWM Improvements work is complete and ready for final inspection and invite Atlanta to attend the final inspection or provide a corrections list to the Project Sponsor prior to the final inspection.

5.2. Records. The Project Sponsor shall, and the Project Sponsor shall cause the Project contractor to, keep records, books, correspondence, instructions, drawings, receipts, vouchers, and other documents related to the construction of the Project ("Records"). Such Records shall be kept in good order and in conformance with generally accepted accounting principles. The Project Sponsor shall maintain the Records for a minimum period of four (4) years after the completion of the DWM Improvements. The Project Sponsor shall provide access to Atlanta upon request to all Records for inspection, review, analysis, and, if deemed necessary and appropriate, for an audit at Atlanta's expense.

Section 6. Facilities Maintenance, Acceptance and Dedication.

6.1. Maintenance. After award and execution for the construction of the Project Agreement, Atlanta will continue to maintain its Facilities until the DWM Improvements work begins on any segment; and once the DWM Improvements work begins, the Project Sponsor will be responsible for the maintenance and operation of the DWM Improvements until such time as the DWM Improvements are Accepted by Atlanta, in accordance with Section 6.3.

6.2. Dedication. Upon completion of the DWM Improvements in accordance with this Agreement, the Project Sponsor shall notify Atlanta of its intent to dedicate the DWM Improvements and all applicable permanent easements (if any) to Atlanta.

6.3. Acceptance. Atlanta shall accept the dedication of the DWM Improvements in writing and conditioned upon the following:

6.3.1. The Project Sponsor completes the DWM Improvements in accordance with the DWM Improvement Plans;

6.3.2. The Project Sponsor provides certified as-built drawings of the completed DWM Improvements, as approved by Atlanta; such approval of Atlanta shall not be unreasonably delayed, conditioned or withheld;

6.3.3. All construction is properly inspected by Atlanta and meets all applicable testing to the satisfaction of Atlanta; and

6.3.4. The Project Sponsor provides a two-year maintenance bond for all DWM Improvements to Atlanta.

Section 7. Miscellaneous Provisions.

7.1. Entire Agreement. This Agreement supersedes all prior discussions and agreements between the Parties with respect to the subject matter hereof. This Agreement shall not be modified in any respect except by written instrument executed by or on behalf of the Parties in the manner as this Agreement is executed and specifically referencing such a modification or amendment.

~~7.2. Binding Effect. This Agreement shall injure to the benefit of and be binding upon the~~
Parties hereto, their heirs, successors, executors and assigns.

7.3. Severability. In the event any provision or portion of this Agreement is held by any Court of competent jurisdiction to be invalid or unenforceable, such holdings shall not affect the remainder hereof, and the remaining provisions shall continue in full force and effect to the same extent as would have been the case had such invalid or unenforceable provisions or portion never been apart hereof.

7.4. Notices. Notices and reports described herein shall be delivered or sent to the parties as follows:

To Project Sponsor:

Mayor Khalid Kamau
City Hall
5440 Fulton Industrial Blvd.
Atlanta, GA 30336
470-809- 7721

and

Antonio M. Valenzuela
City Hall
5440 Fulton Industrial Blvd.
Atlanta, GA 30336
770-964-2244

With a copy to:

City Attorney
Vincent D. Hyman, Esq
City Hall
5440 Fulton Industrial Blvd.
Atlanta, GA 30336
470-338-5095

To the City:

Mikita Browning,
Commissioner
Department of Watershed Management
72 Marietta Street, NW
Atlanta, GA 30303

With a copy to:

City Attorney
Suite 5000, City Hall
55 Trinity Avenue, SW
Atlanta, GA 30303

Either Party may, at any time, change its respective address or telephone number by sending written notice to the other Party of the change.

7.5. Entire Agreement; Amendment; Waiver; Counterparts. This Agreement constitutes the entire agreement between the Parties; it supersedes any prior agreement or understandings between them, oral or written, with respect to the matters addressed herein, all of which are hereby canceled. This Agreement may not be amended or modified except by an instrument in writing signed by both Parties hereto. Waiver of any term or condition of this Agreement shall be effective if in writing and shall not be construed as a waiver of any subsequent breach or waiver of the same term or condition, or a waiver of any other term or condition of this Agreement. This Agreement may be executed in one or more counterparts, each of which when executed shall be deemed to be an original but all of which taken together shall constitute one and the same agreement.

7.6. Governance. This Agreement shall be governed by the laws of the State of Georgia.

~~7.7. Default and Termination. Notwithstanding the foregoing, if the Project Sponsor defaults~~
in the performance of their obligations as set forth herein, and fails to cure such default within thirty (30) days of Atlanta's written notice to the Project Sponsor of such default (or if such default is not capable of being cured within thirty (30) days, the Project Sponsor has not commenced and diligently pursued such cure to completion within a reasonable amount of time), this Agreement may be terminated by Atlanta upon five (5) days' prior written notice to the Project Sponsor. In the event of termination, the Project Sponsor shall retain a portion of the Project Costs paid by Atlanta equivalent to work actually performed. The remainder of the Project Costs shall be reimbursed to Atlanta within sixty (60) days of the termination date. In the event the Project is abandoned or terminated early by the Project Sponsor before the DWM Improvements are completed, the Project Sponsor shall reimburse to Atlanta the portion of the Project Costs remaining at the time of such early termination or Project abandonment within sixty (60) days of the date of such early termination or Project abandonment.

7.8. Time. Time is and shall be of the essence in this Agreement.

~~IN WITNESS WHEREOF~~, Atlanta and the Project Sponsor have executed this Agreement and caused their seals to be affixed and attested as of the day and year first above written.

**PROJECT SPONSOR:
CITY OF SOUTH FULTON**

By: _____
Mayor

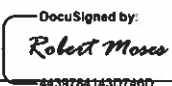
Attest: _____ (seal)
City Clerk

Approved as to Form:

City Attorney, City of South Fulton

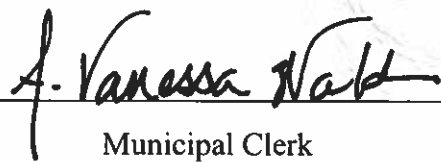
CITY OF ATLANTA

Approved as to form:

By:  _____
Senior Attorney

By:  _____
Mayor

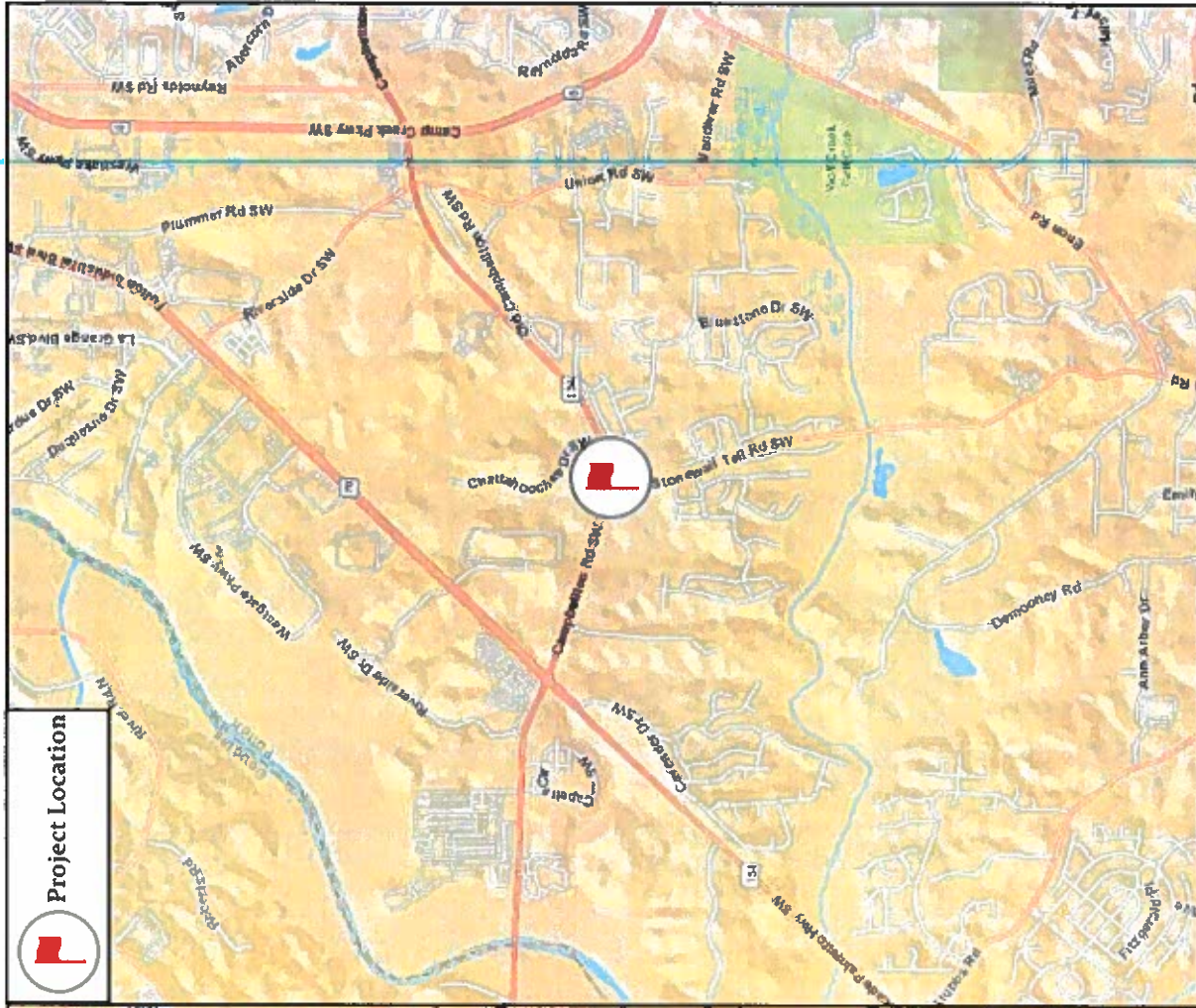


Attest:  _____
Municipal Clerk
A. Vanessa Waldon
Deputy Municipal Clerk

LOCATION MAP

OSI 604 Campbellton Road @ Stonewall Tell Road Intersection Improvement Project

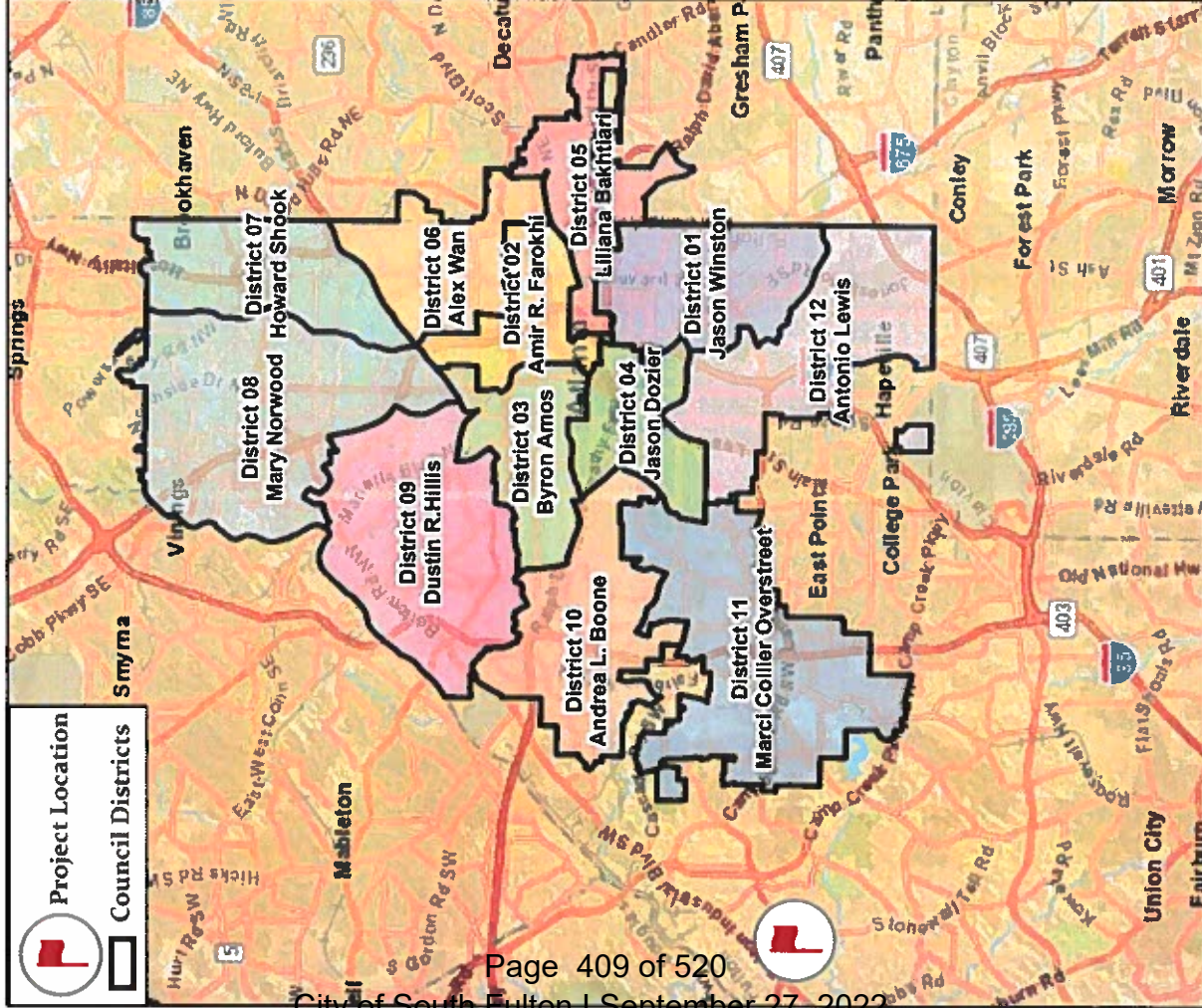
LOCATION MAP



COORDINATE SYSTEM	NAD 1983 STATE PLANE GEORGIA WEST
UNITS	U.S. SURVEY FEET
DATE	3/9/2022
AUTHOR	DWM GIS
TICKET #	Request
MAP SCALE	1:45,909
COMMENTS	

www.atlantawatershed.org

VICINITY MAP



THIS MAP IS PROVIDED AS A PUBLIC SERVICE. The City of Atlanta has made known that this data contains known errors and inconsistencies. The City of Atlanta in no way ensures, represents, or warrants the accuracy and/or reliability of the Data and/or map products being developed. The user of the Data and/or map products assumes all risks and liabilities which may arise from the information produced by Maps or Data furnished to User by the City of Atlanta.

LEGISLATION 22-R-3590

**CITY COUNCIL
ATLANTA, GEORGIA**

22-R-3590

A RESOLUTION BY CITY UTILITIES COMMITTEE AUTHORIZING THE MAYOR OR HIS DESIGNEE, TO ENTER INTO AN INTERGOVERNMENTAL AGREEMENT WITH THE CITY OF SOUTH FULTON, GEORGIA, ON BEHALF OF THE DEPARTMENT OF WATERSHED MANAGEMENT, FOR THE PURPOSE OF ADJUSTING WATER AND SEWER FACILITIES THAT ARE IN CONFLICT WITH THE CITY OF SOUTH FULTON'S INTERSECTION IMPROVEMENT PROJECT OSI 604 CAMPBELLTON ROAD AT STONEWALL TELL ROAD, IN AN AMOUNT NOT TO EXCEED NINETY-THREE THOUSAND SEVEN HUNDRED THIRTY-EIGHT DOLLARS AND ZERO CENTS (\$93,738.00); ALL CONTRACTED WORK WILL BE CHARGED TO AND PAID FROM THE FUND DEPARTMENT ORGANIZATION AND ACCOUNT NUMBER LISTED HEREIN; AND FOR OTHER PURPOSES.

WHEREAS, the City of South Fulton, a municipal corporation of the State of Georgia ("South Fulton") is currently sponsoring a pedestrian improvement project OSI 604 Campbellton Road at Stonewall Tell Road ("Project") in South Fulton; and

WHEREAS, the City of Atlanta ("City") Department of Watershed Management ("Department") owns various water related facilities, which include water main, fire hydrants, water valve boxes, and other appurtenances ("Facilities"), that are located within the Project limits; and

WHEREAS, the Facilities present a conflict with the construction of the Project and must be relocated and/or adjusted to accommodate the Project; and

WHEREAS, the scope of work for the Department includes adjusting/relocating/replacing one hundred ten (110) linear feet of twelve-inch (12") water main, two (2) fire hydrants, and three (3) water valve boxes; and

WHEREAS, by including the relocation and/or adjustment of the Facilities in the Project, the City gains the benefits of expediting the staging of construction to minimize service interruptions, reduces traffic and safety concerns, and limits City liability to contractor delay claims; and

WHEREAS, the Department and South Fulton have determined that the most effective and economical means for relocating and/or adjusting the Facilities is to include the work as part of the Project, in accordance with an intergovernmental agreement in substantially the same form as the agreement attached hereto as Exhibit A; and

WHEREAS, the Commissioner of the Department of Watershed Management recommends entering into an Intergovernmental Agreement with the City of South Fulton for the relocation and/or adjustment of the Facilities as part of the Project in an amount not to exceed Ninety-Three Thousand Seven Hundred Thirty-Eight Dollars and Zero Cents (\$93,738.00).

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF ATLANTA, GEORGIA, HEREBY RESOLVES, that the Mayor, or his designee, is authorized to enter into an Intergovernmental Agreement with the City of South Fulton for the Project, in substantially the same form as the agreement attached hereto as Exhibit A, to adjust the Facilities as part of the Project, on behalf of the Department of Watershed Management, in an amount not to exceed Ninety-Three Thousand Seven Hundred Thirty-Eight Dollars and Zero Cents (\$93,738.00).

BE IT FURTHER RESOLVED, that the Chief Procurement Officer is authorized to issue purchase orders with respect to the Intergovernmental Agreement.

BE IT FURTHER RESOLVED that all contracted work will be charged to and paid from the Fund Department Organization and Account Number 5052 (Water & Wastewater Renewal & Extension Fund), 171005 (DWM Infrastructure Appurtenance), 5414002 (Facilities Other Than Buildings), 4410000 (Water Administration), 110893 (Utilities GDOT & Municipal) 21391 (Water & Wastewater Renewal & Extension Fund) and Project Task Award Expenditure and Organization Number 17110893 (Utilities GDOT & Municipal), 112 (Utility Relocation) 505221391 (Water & Wastewater Renewal & Extension Fund), 5414002 (Facilities Other Than Buildings), COA.

BE IT FURTHER RESOLVED, that the City Attorney is directed to prepare all appropriate documents for execution by the Mayor, or his authorized designee.

BE IT FINALLY RESOLVED that the Intergovernmental Agreement will not become binding on the City and the City will incur no obligation or liability under it until it has been duly executed by the City and delivered to the City of South Fulton.

A true copy,



A. Vanessa Waldon
Deputy Clerk

ADOPTED by the Atlanta City Council
APPROVED per City Charter Section 2-403

MAY 16, 2022
MAY 25, 2022

INTERGOVERNMENTAL AGREEMENT

**BY AND BETWEEN
CITY OF SOUTH FULTON, GEORGIA
AND
THE CITY OF ATLANTA, GEORGIA**

**OSI 604 CAMBELLTON ROAD @STONEWALL TELL ROAD
INTERSECTION IMPROVEMENT PROJECT**



Atlanta, Georgia

**Andre Dickens
Mayor
City of Atlanta**

**Mikita K. Browning
Commissioner
Department of Watershed Management**

**Rob Bocarro
Deputy Commissioner
Office of Engineering Services**

INTERGOVERNMENTAL AGREEMENT

INTERGOVERNMENTAL AGREEMENT

This Intergovernmental Agreement ("Agreement"), is entered into as of the ____ day of _____, 20__, by and between the **City of South Fulton, Georgia**, a municipal corporation of the State of Georgia, referred to herein as ("Project Sponsor") and the **City of Atlanta, Georgia**, ("Atlanta") a municipal corporation of the State of Georgia, by and through the City of Atlanta's Department of Watershed Management ("DWM") (collectively, "Project Sponsor" and "Atlanta" may be referred to herein as "Parties" or individually as "Party"). ***Project OSI 604 Campbellton Road @ Stonewall Tell Road Intersection Improvement Project*** referred to herein as ("Project").

WHEREAS, the Project Sponsor has agreed to participate in the Project for the purpose of the following scopes:

OSI 604 Campbellton Road @ Stonewall Tell Road Intersection Improvement Project

This intersection improvement project includes adding left and right turn lanes on all approaches, installing traffic signals on mast arm signal poles and improving the curb & gutter, drainage, and streetlights.

WHEREAS, the Project Sponsor is responsible for, among other things, competitively procuring a contractor for constructing the Project; entering into a contract with the selected contractor ("Construction Contract"); securing all necessary rights of way for the Project; and resolving all utility conflicts affecting the Project; and

WHEREAS, DWM has existing water facilities ("Facilities") that conflict with the Project that must be relocated, and/or adjusted to accommodate the Project. DWM's scope of work includes adjusting/relocating/replacing: 110 LF of 12-inch watermain; three (3) water valve boxes; and two (2) fire hydrants and other appurtenances as required.

WHEREAS, the Parties desire to enter into an Intergovernmental Agreement that allows the Project Sponsor to include the construction work for installation, relocation and/or adjustment of the Facilities needed to accommodate the Project in accordance with Atlanta's designs, standards and specifications; and

WHEREAS, Atlanta has agreed to participate in the design and construction costs in connection with the installation, relocation and/or adjustment of the Facilities to accommodate the Project, which will also include making certain necessary improvements and upgrades to the Facilities desired by DWM ("DWM Improvements"); and the DWM Improvements will be included as part of the Project and constructed by the competitively selected contractor for the Project; and

WHEREAS, Atlanta will provide to the Project Sponsor, at Atlanta's expense and prior to the solicitation for the Project, the final design drawings, plans and specifications for the construction of the DWM Improvements and such design drawings, plans and specifications will be made part of the bidding package and construction plans for the Project, in accordance with this Agreement ("DWM Improvement Plans"); and

WHEREAS, Atlanta has further agreed to contribute to the Project Costs (as defined below in Section 1.1 and described in Sections 1.2.1 through 1.2.5) for the construction of the DWM Improvements

and, as such, desires to enter into this Agreement with the Project Sponsor for the purpose of defining the terms and conditions as between the Parties for Atlanta's contribution to the Project Costs for the construction of the DWM Improvements, which costs are estimated not to exceed Ninety-Three Thousand Seven Hundred Thirty-Eight Dollars and Zero Cents (\$93,738.00); and

WHEREAS, the Constitution of the State of Georgia authorizes intergovernmental agreements whereby governmental entities may contract with one another "for joint services, for the provision of services, or for joint or separate use of facilities or equipment; but such contracts must deal with activities, services or facilities which the parties are authorized by law to undertake or provide." Ga Const. Art. IX, Sec. III, Par. I; and

WHEREAS, Atlanta has determined that participation in the Project Costs, pursuant to this Agreement, is in its best interests and will, among other things, reduce and/or eliminate costs associated with erosion and sedimentation control measures, mobilization and traffic control; and

WHEREAS, subject to the terms and conditions set forth herein, the Parties have agreed to execute this Agreement, defining the terms and conditions of the Parties related to the Facilities and the DWM Improvements and Atlanta's contribution of the Project Costs.

STATEMENT OF AGREEMENT

NOW, THEREFORE, in consideration of TEN AND 00/100 DOLLARS (\$10.00) and the mutual agreements and covenants hereinafter set forth and other valuable consideration, the receipt and sufficiency of which are hereby acknowledged by the Parties hereto, the Parties agree as follows:

Section 1. Atlanta Contribution.

1.1. **Atlanta Authority.** Atlanta hereby acknowledges and agrees that pursuant to Resolution No. 22-R-3590 the Mayor is authorized to execute this Agreement. Furthermore, pursuant to 22-R-3590 and this Agreement, Atlanta is authorized to and shall contribute an amount not to exceed Ninety-Three Thousand Seven Hundred Thirty-Eight Dollars and Zero Cents (\$93,738.00); ("Project Costs") for the DWM Improvements to the Project Sponsor for the purpose of funding the DWM Improvements, in accordance with the terms and conditions of this Agreement ("DWM Contribution").

1.2. **Payment.** Atlanta agrees to and shall pay the Project Sponsor 100% of the DWM Contribution, in the total amount not to exceed Ninety-Three Thousand Seven Hundred Thirty-Eight Dollars and Zero Cents (\$93,738.00); estimated by Atlanta, within sixty (60) days of receipt of an invoice from the Project Sponsor. For purposes of this Agreement, "Project Costs" shall include the following costs described in Sections 1.2.1 through 1.2.5 associated with the construction, oversight, and management of the DWM Improvements, but shall not include such costs generally associated with the Project and not related to the DWM Improvements:

1.2.1. Costs of labor, materials, bond premiums (payment and performance bonds), permit fees, impact fees, approval fees, license fees, inspection fees, certification fees, easement costs, utilities, equipment (acquired or rented), applicable governmental permits, environmental site assessments, hazardous material removal, environmental mitigation and remediation and similar items incorporated into, consumed in the construction of the DWM Improvements or necessary for the construction of the DWM Improvements and compliance with this Agreement and any related site or landscaping work

incorporated in or related to the DWM Improvements, including but not limited to all costs incurred by the Project Sponsor;

1.2.2. Consulting, construction management, design and engineering fees and expenses paid or incurred for outside consultants, designer and engineers in connection with the construction of the DWM Improvements, including any needed borings, soil analysis or other geotechnical services that are required outside of the DWM Plans;

1.2.3. Tree recompense or tree ordinance compliance expenses, if any;

1.2.4. Cost for the acquisition of temporary construction easements and permanent easement on which the subject improvements shall be constructed (if any); and

1.2.5. Costs for all surveys, plats, environmental assessment and environmental site restoration and mitigation, title work, title insurance policies, attorneys' fees for closing and other costs and all other costs associated with acquiring the rights of way needed for the DWM Improvements, and after completion of the DWM Improvements, conveying such rights of way to Atlanta.

1.3. Project Costs Overruns. Atlanta shall not be responsible for any Project Costs that exceed the amount specified in Section 1.2, unless Atlanta provides prior approval of any such cost overruns. The Project Sponsor shall promptly notify Atlanta of any anticipated cost overruns or notifications received by the Project Sponsor associated with unforeseen conditions or changes that affect the DWM Improvements prior to performing work associated with such cost overruns. Atlanta shall, within thirty (30) days after receiving such notice, notify the Project Sponsor whether the costs overruns are approved or disapproved. The Project Sponsor has the authority to not proceed with the work associated with said cost overruns until Atlanta has provided the required approval. If the costs overruns are not approved, the Project Sponsor is not required to perform the work associated with said cost overruns. No changes in the DWM Improvement Plans may be made without Atlanta's approval.

1.4. Project Costs Underruns. Atlanta shall not be responsible for the total estimated Project Costs amount specified in Section 1.2 if the actual Project Costs for the DWM Improvements are less than the estimated Project Costs amount specified in Section 1.2.

1.5. Final Accounting. Within thirty (30) days from Dedication and Acceptance of the DWM Improvements, as defined in Section 6, the Project Sponsor shall submit a revised invoice to Atlanta that represents a final accounting of the actual Project Costs, including any approved Project Costs Overruns, as defined in Section 1.3, and any Project Costs Underruns, as defined in Section 1.4. If the amount of the actual Project Costs is greater than the projected Project Costs, if approved by Atlanta, Atlanta shall, within ninety (90) days of receipt of the revised invoice, remit payment to the Project Sponsor for the difference. If the amount of the actual Project Costs is less than the projected Project Costs, the Project Sponsor shall, within ninety (90) days of sending the revised invoice, remit payment to Atlanta for the difference.

Section 2. Atlanta's Obligations.

2.1. General Obligation. Atlanta shall design the installation, relocation and/or adjustment of its Facilities in accordance with the terms and conditions of this Agreement and all applicable local, state and federal laws, regulations, policies and standards. The cost of such DWM Improvement Plans will be

~~the sole responsibility of Atlanta. DWM Improvement Plans shall be delivered to the Project Sponsor upon execution of this Agreement and prior to the Project Sponsor advertising the Project for bidding.~~

2.2. Plan Design. The DWM Improvement Plans shall provide for installation, relocation and/or adjustment of the Facilities in accordance with the Georgia Department of Transportation's standard pay items and procedures for including such items in the Project Agreements.

Section 3. Project Sponsor's Obligations.

3.1. General Obligation. The Project Sponsor shall construct or cause, through its contractors, to construct the DWM Improvements in accordance with the DWM Improvement Plans, the terms and conditions of this Agreement and all applicable local, state and federal laws, regulations, policies and standards.

3.2 Construction Contract. If the parties agree that a Construction Contract is applicable, the Project Sponsor shall provide a copy of the Construction Contract, and any proposed change orders, modifications, or amendments to the Construction Contract, to Atlanta for review and approval (as it pertains to the DWM Improvements), prior to executing the Construction Contract, change order, modification, or amendment (as the case may be).

3.3. Permits, approvals, licenses, inspection and certifications, fees. The Project Sponsor shall be responsible for obtaining all permits, licenses, certifications, and inspections, necessary for the construction of the DWM Improvements.

3.4. Construction of the Project.

3.4.1. If any proposed construction and/or land disturbance activities will occur in or around rights of way owned, accessed or maintained by Atlanta, the Project Sponsor, if applicable to the project, will seek the necessary approval and/or permits. Accordingly, and subject to a relevant permit being issued by Atlanta, through the Atlanta Department of Transportation, Atlanta hereby consents to and authorizes the Project Sponsor, its agents, representatives, and contractors a right of entry onto rights of way owned and maintained by Atlanta for the purpose of constructing the DWM Improvements, which work shall be performed in accordance with this Agreement and the DWM Improvement Plans. The Project Sponsor agrees that this right to use Atlanta's rights of way shall be non-exclusive and temporary and shall terminate upon the completion of the DWM Improvements and shall be and is subject to any existing agreements of record that Atlanta has with any third party, including a public utility.

3.4.2. The Project Sponsor shall acquire all permanent and temporary easements, rights of access or other interests necessary to complete the construction of the DWM Project (if any). Upon the completion of the DWM Project and upon the dedication and Final Acceptance of the DWM Improvements, as defined below, Project Sponsors shall dedicate and assign all permanent easements to Atlanta for the DWM Improvements.

3.4.3. The construction of the DWM Improvements shall be completed lien free, in a good workmanlike manner, free of material defects and in compliance with the requirements of all applicable federal, state and local permits, ordinances, building codes, procedures, rules, and regulations and in substantial conformity with the DWM Improvement Plans and this Agreement.

3.4.4. ~~The Project Sponsor shall cause the repair of any damage to any of the Facilities, any public or private utilities, or any private property caused by or related to Project Sponsor's construction activities or take appropriate measures in the event that such activities are a threat to the public health, safety or welfare, including without limitation, dangers or threats to persons or real and personal property within the limits of the DWM Improvements.~~

3.4.5. The Project Sponsor shall require that any and all contractors, subcontractors or suppliers comply with the applicable provisions of federal, state and local safety laws; perform work in a good workmanlike manner; and take all measures necessary in an effort to prevent accidents, damages, injury or loss to persons and property in the construction of the DWM Improvements.

Section 4. Bonds, Insurance and Indemnification.

4.1. Bonds and Insurance. The Project Sponsor shall ensure that its contractors or subcontractors for the construction for the DWM Improvements provide performance and payment bonds for 100% of the costs of the DWM Improvements. Additionally, the Project Sponsor shall cause the contractor for the Project to maintain a policy of general liability insurance, which names Atlanta as an additional insured. Prior to the Project Sponsor issuing a notice to proceed for the construction of the DWM Improvements, the Project Sponsor shall provide a copy of said bonds and a certificate of insurance for all applicable insurance policies.

4.2. Indemnification. The Project Sponsor shall insert terms in the Construction Contract for the Project that requires the Project contractor to indemnify and hold harmless Atlanta, its agents and employees from and against all claims, damages, actions, judgments, costs, penalties, liabilities, losses and expenses, including but not limited to attorneys' fees, arising out of or resulting from the negligent and/or wrongful conduct, acts or omissions of the Contractor, subcontractor or its agents, employees and/or assigns in the performance of the DWM Improvements ("Indemnification Obligation"). The Indemnification Obligation shall not be waived or reduced because Atlanta approved, required modification of or did not require modification of any plan, calculation or specification submitted by or on behalf of the Project Sponsor concerning or relating to the construction of the DWM Improvements. The obligations to indemnify and/or hold harmless shall not extend to the Architect-Engineer, its agents or employees, arising out of (1) the preparation or approval of maps, drawings, opinions, reports, surveys, change orders, designs, specifications or Contract Documents, or (2) the giving of or the failure to give directions or instruction by Architect-Engineer, its agents, or employees providing such giving or failure to give is the primary cause of the injury or damage.

4.3. Relevant Agreements. The Project Sponsor shall provide Atlanta with copies of all relevant agreements, bonds and insurance certificates evidencing compliance with Section 4 of this Agreement prior to and as a condition of commencement of work on the DWM Improvements.

Section 5. Inspection and Maintenance of Records.

5.1. Inspection. Atlanta shall have the right to visit and inspect, monitor and evaluate the DWM Improvements work at any time to ensure that the work is performed in accordance with the terms of this Agreement, including without limitation, providing an onsite inspector to monitor the daily work. The cost of any visits or inspections by Atlanta will be the responsibility of Atlanta. At any time Atlanta determines that construction is resulting in materially defective work, Atlanta shall provide notice to the Project Sponsor, and the Project Sponsor shall immediately cause to remedy, at the Project Sponsor's

expense, any such identified defects as directed by Atlanta. The Project Sponsor agrees to notify Atlanta when all DWM Improvements work is complete and ready for final inspection and invite Atlanta to attend the final inspection or provide a corrections list to the Project Sponsor prior to the final inspection.

5.2. Records. The Project Sponsor shall, and the Project Sponsor shall cause the Project contractor to, keep records, books, correspondence, instructions, drawings, receipts, vouchers, and other documents related to the construction of the Project ("Records"). Such Records shall be kept in good order and in conformance with generally accepted accounting principles. The Project Sponsor shall maintain the Records for a minimum period of four (4) years after the completion of the DWM Improvements. The Project Sponsor shall provide access to Atlanta upon request to all Records for inspection, review, analysis, and, if deemed necessary and appropriate, for an audit at Atlanta's expense.

Section 6. Facilities Maintenance, Acceptance and Dedication.

6.1. Maintenance. After award and execution for the construction of the Project Agreement, Atlanta will continue to maintain its Facilities until the DWM Improvements work begins on any segment; and once the DWM Improvements work begins, the Project Sponsor will be responsible for the maintenance and operation of the DWM Improvements until such time as the DWM Improvements are Accepted by Atlanta, in accordance with Section 6.3.

6.2. Dedication. Upon completion of the DWM Improvements in accordance with this Agreement, the Project Sponsor shall notify Atlanta of its intent to dedicate the DWM Improvements and all applicable permanent easements (if any) to Atlanta.

6.3. Acceptance. Atlanta shall accept the dedication of the DWM Improvements in writing and conditioned upon the following:

6.3.1. The Project Sponsor completes the DWM Improvements in accordance with the DWM Improvement Plans;

6.3.2. The Project Sponsor provides certified as-built drawings of the completed DWM Improvements, as approved by Atlanta; such approval of Atlanta shall not be unreasonably delayed, conditioned or withheld;

6.3.3. All construction is properly inspected by Atlanta and meets all applicable testing to the satisfaction of Atlanta; and

6.3.4. The Project Sponsor provides a two-year maintenance bond for all DWM Improvements to Atlanta.

Section 7. Miscellaneous Provisions.

7.1. Entire Agreement. This Agreement supersedes all prior discussions and agreements between the Parties with respect to the subject matter hereof. This Agreement shall not be modified in any respect except by written instrument executed by or on behalf of the Parties in the manner as this Agreement is executed and specifically referencing such a modification or amendment.

~~7.2. Binding Effect. This Agreement shall injure to the benefit of and be binding upon the Parties hereto, their heirs, successors, executors and assigns.~~

7.3. Severability. In the event any provision or portion of this Agreement is held by any Court of competent jurisdiction to be invalid or unenforceable, such holdings shall not affect the remainder hereof, and the remaining provisions shall continue in full force and effect to the same extent as would have been the case had such invalid or unenforceable provisions or portion never been apart hereof.

7.4. Notices. Notices and reports described herein shall be delivered or sent to the parties as follows:

To Project Sponsor:

Mayor Khalid Kamau
City Hall
5440 Fulton Industrial Blvd.
Atlanta, GA 30336
470-809- 7721

and

Antonio M. Valenzuela
City Hall
5440 Fulton Industrial Blvd.
Atlanta, GA 30336
770-964-2244

With a copy to:

City Attorney
Vincent D. Hyman, Esq
City Hall
5440 Fulton Industrial Blvd.
Atlanta, GA 30336
470-338-5095

To the City:

Mikita Browning,
Commissioner
Department of Watershed Management
72 Marietta Street, NW
Atlanta, GA 30303

With a copy to:

City Attorney
Suite 5000, City Hall
55 Trinity Avenue, SW
Atlanta, GA 30303

Either Party may, at any time, change its respective address or telephone number by sending written notice to the other Party of the change.

7.5. Entire Agreement; Amendment; Waiver; Counterparts. This Agreement constitutes the entire agreement between the Parties; it supersedes any prior agreement or understandings between them, oral or written, with respect to the matters addressed herein, all of which are hereby canceled. This Agreement may not be amended or modified except by an instrument in writing signed by both Parties hereto. Waiver of any term or condition of this Agreement shall be effective if in writing and shall not be construed as a waiver of any subsequent breach or waiver of the same term or condition, or a waiver of any other term or condition of this Agreement. This Agreement may be executed in one or more counterparts, each of which when executed shall be deemed to be an original but all of which taken together shall constitute one and the same agreement.

7.6. Governance. This Agreement shall be governed by the laws of the State of Georgia.

~~7.7. Default and Termination. Notwithstanding the foregoing, if the Project Sponsor defaults~~
in the performance of their obligations as set forth herein, and fails to cure such default within thirty (30) days of Atlanta's written notice to the Project Sponsor of such default (or if such default is not capable of being cured within thirty (30) days, the Project Sponsor has not commenced and diligently pursued such cure to completion within a reasonable amount of time), this Agreement may be terminated by Atlanta upon five (5) days' prior written notice to the Project Sponsor. In the event of termination, the Project Sponsor shall retain a portion of the Project Costs paid by Atlanta equivalent to work actually performed. The remainder of the Project Costs shall be reimbursed to Atlanta within sixty (60) days of the termination date. In the event the Project is abandoned or terminated early by the Project Sponsor before the DWM Improvements are completed, the Project Sponsor shall reimburse to Atlanta the portion of the Project Costs remaining at the time of such early termination or Project abandonment within sixty (60) days of the date of such early termination or Project abandonment.

7.8. Time. Time is and shall be of the essence in this Agreement.

~~IN WITNESS WHEREOF~~, Atlanta and the Project Sponsor have executed this Agreement and caused their seals to be affixed and attested as of the day and year first above written.

**PROJECT SPONSOR:
CITY OF SOUTH FULTON**

By: _____
Mayor

Attest:

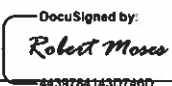
City Clerk

Approved as to Form:

City Attorney, City of South Fulton

CITY OF ATLANTA

Approved as to form:

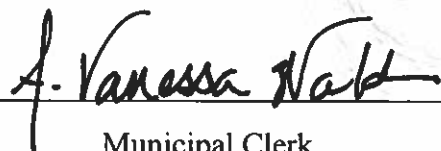
By: 

Senior Attorney

By: 

Mayor



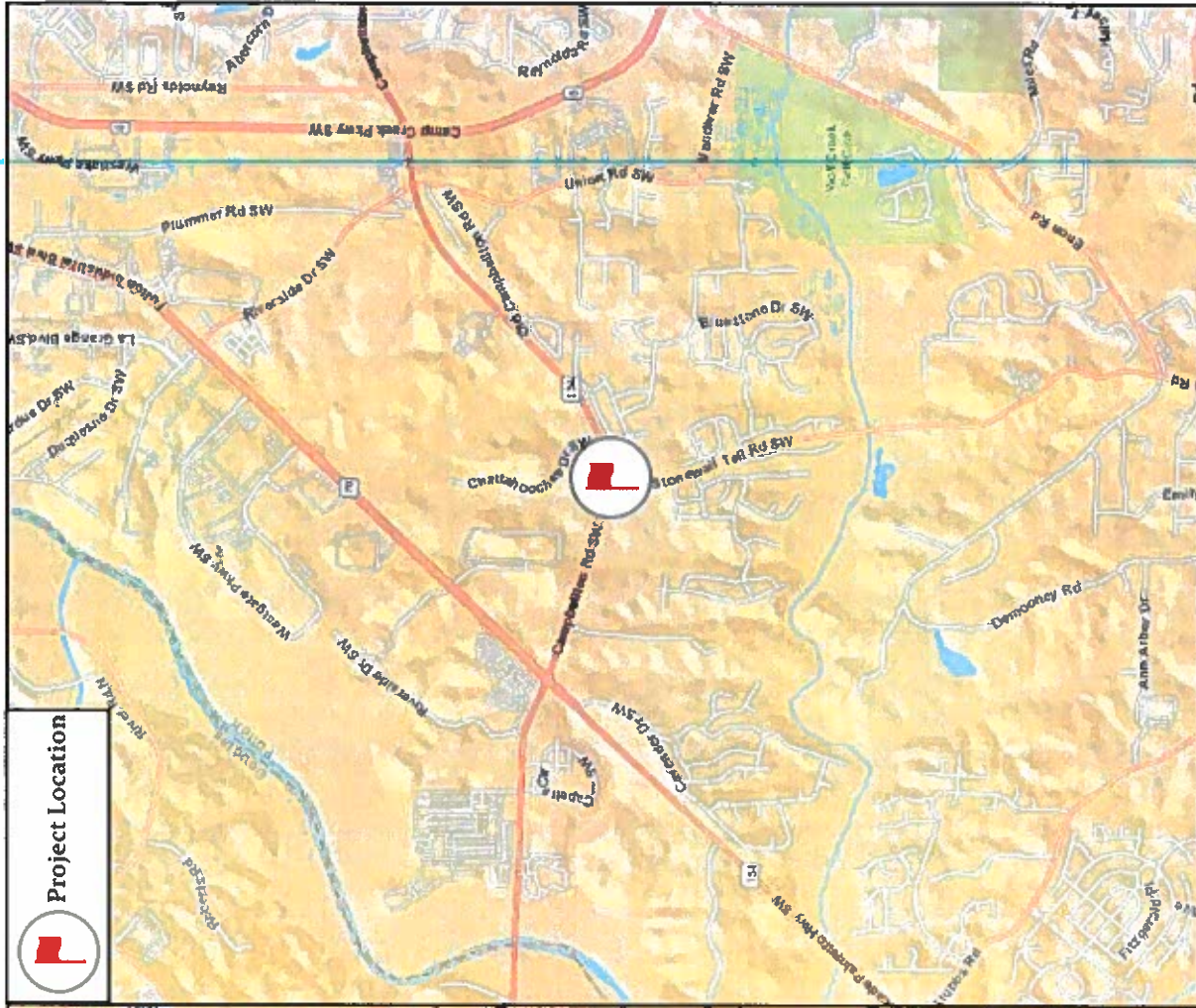
Attest: 

Municipal Clerk
A. Vanessa Waldon
Deputy Municipal Clerk

LOCATION MAP

OSI 604 Campbellton Road @ Stonewall Tell Road Intersection Improvement Project

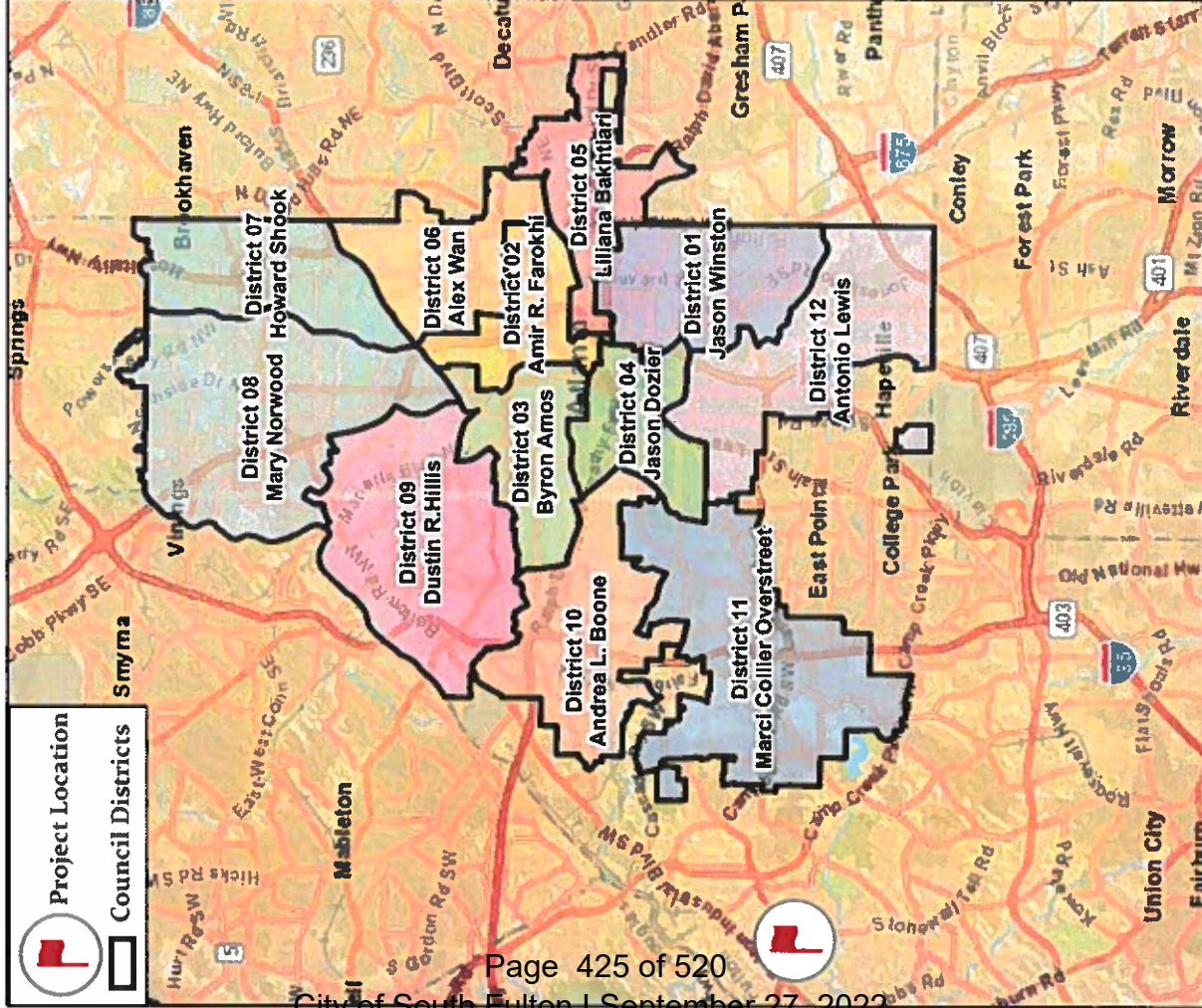
LOCATION MAP



COORDINATE SYSTEM	NAD 1983 STATE PLANE GEORGIA WEST
UNITS	U.S. SURVEY FEET
DATE	3/9/2022
AUTHOR	DWM GIS
TICKET #	Request
MAP SCALE	1:45,909
COMMENTS	

www.atlantawatershed.org

VICINITY MAP



THIS MAP IS PROVIDED AS A PUBLIC SERVICE
 The City of Atlanta has made known that this data contains known errors and inconsistencies. The City of Atlanta in no way ensures, represents, or warrants the accuracy and/or reliability of the Data and/or map products being developed. The user of the Data and/or map products assumes all risks and liabilities which may arise from the information produced by Maps or Data furnished to User by the City of Atlanta.

LEGISLATION 22-R-3590

**CITY COUNCIL
ATLANTA, GEORGIA**

22-R-3590

A RESOLUTION BY CITY UTILITIES COMMITTEE AUTHORIZING THE MAYOR OR HIS DESIGNEE, TO ENTER INTO AN INTERGOVERNMENTAL AGREEMENT WITH THE CITY OF SOUTH FULTON, GEORGIA, ON BEHALF OF THE DEPARTMENT OF WATERSHED MANAGEMENT, FOR THE PURPOSE OF ADJUSTING WATER AND SEWER FACILITIES THAT ARE IN CONFLICT WITH THE CITY OF SOUTH FULTON'S INTERSECTION IMPROVEMENT PROJECT OSI 604 CAMPBELLTON ROAD AT STONEWALL TELL ROAD, IN AN AMOUNT NOT TO EXCEED NINETY-THREE THOUSAND SEVEN HUNDRED THIRTY-EIGHT DOLLARS AND ZERO CENTS (\$93,738.00); ALL CONTRACTED WORK WILL BE CHARGED TO AND PAID FROM THE FUND DEPARTMENT ORGANIZATION AND ACCOUNT NUMBER LISTED HEREIN; AND FOR OTHER PURPOSES.

WHEREAS, the City of South Fulton, a municipal corporation of the State of Georgia ("South Fulton") is currently sponsoring a pedestrian improvement project OSI 604 Campbellton Road at Stonewall Tell Road ("Project") in South Fulton; and

WHEREAS, the City of Atlanta ("City") Department of Watershed Management ("Department") owns various water related facilities, which include water main, fire hydrants, water valve boxes, and other appurtenances ("Facilities"), that are located within the Project limits; and

WHEREAS, the Facilities present a conflict with the construction of the Project and must be relocated and/or adjusted to accommodate the Project; and

WHEREAS, the scope of work for the Department includes adjusting/relocating/replacing one hundred ten (110) linear feet of twelve-inch (12") water main, two (2) fire hydrants, and three (3) water valve boxes; and

WHEREAS, by including the relocation and/or adjustment of the Facilities in the Project, the City gains the benefits of expediting the staging of construction to minimize service interruptions, reduces traffic and safety concerns, and limits City liability to contractor delay claims; and

WHEREAS, the Department and South Fulton have determined that the most effective and economical means for relocating and/or adjusting the Facilities is to include the work as part of the Project, in accordance with an intergovernmental agreement in substantially the same form as the agreement attached hereto as Exhibit A; and

WHEREAS, the Commissioner of the Department of Watershed Management recommends entering into an Intergovernmental Agreement with the City of South Fulton for the relocation and/or adjustment of the Facilities as part of the Project in an amount not to exceed Ninety-Three Thousand Seven Hundred Thirty-Eight Dollars and Zero Cents (\$93,738.00).

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF ATLANTA, GEORGIA, HEREBY RESOLVES, that the Mayor, or his designee, is authorized to enter into an Intergovernmental Agreement with the City of South Fulton for the Project, in substantially the same form as the agreement attached hereto as Exhibit A, to adjust the Facilities as part of the Project, on behalf of the Department of Watershed Management, in an amount not to exceed Ninety-Three Thousand Seven Hundred Thirty-Eight Dollars and Zero Cents (\$93,738.00).

BE IT FURTHER RESOLVED, that the Chief Procurement Officer is authorized to issue purchase orders with respect to the Intergovernmental Agreement.

BE IT FURTHER RESOLVED that all contracted work will be charged to and paid from the Fund Department Organization and Account Number 5052 (Water & Wastewater Renewal & Extension Fund), 171005 (DWM Infrastructure Appurtenance), 5414002 (Facilities Other Than Buildings), 4410000 (Water Administration), 110893 (Utilities GDOT & Municipal) 21391 (Water & Wastewater Renewal & Extension Fund) and Project Task Award Expenditure and Organization Number 17110893 (Utilities GDOT & Municipal), 112 (Utility Relocation) 505221391 (Water & Wastewater Renewal & Extension Fund), 5414002 (Facilities Other Than Buildings), COA.

BE IT FURTHER RESOLVED, that the City Attorney is directed to prepare all appropriate documents for execution by the Mayor, or his authorized designee.

BE IT FINALLY RESOLVED that the Intergovernmental Agreement will not become binding on the City and the City will incur no obligation or liability under it until it has been duly executed by the City and delivered to the City of South Fulton.

A true copy,



A. Vanessa Waldon
Deputy Clerk

ADOPTED by the Atlanta City Council
APPROVED per City Charter Section 2-403

MAY 16, 2022
MAY 25, 2022

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: 7:58 p.m. Request Council Approval of payment to Greystone Power for the Power/Fiber for relocation costs associated with the relocation of conflicting power lines and poles on the double roundabout project T242 - Butner Road at Stonewall Tell Road project. Relocation cost in the amount of \$76,150.86, will be allocated from the Capital Improvement

DATE: September 27, 2022

SUBJECT: 7:58 p.m. Request Council Approval of payment to Greystone Power for the Power/Fiber for relocation costs associated with the relocation of conflicting power lines and poles on the double roundabout project T242 - Butner Road at Stonewall Tell Road project. Relocation cost in the amount of \$76,150.86, will be allocated from the Capital Improvement

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
T242 - Butner Stonewall Tell Power Relocations - Decision Memo	Cover Memo	9/23/2022

City of South Fulton Agenda Item Summary



City Council Meeting Date		Requesting Department		Council District(s) Affected	
Requested Action					
Requirements for Council Action (City specific Council policy, statute or code requirement)					
Summary and Background (Provide department recommendation and an executive summary of the action that gives an overview of the relevant details)					
Funding Source (if applicable)					
Financial Impact (if applicable)					
Financial Impact Statement Received Yes ☐ No ☐ Legislative Process Complete Yes ☐ No ☐					
Department Director Approval				Finance Director Approval	
Assistant City Manager Approval	City Attorney Approval		City Manager Approval		

Scope of Work – Greystone Power

September 14, 2022

Project T242

Butner Road at Stonewall Tell Road - Double Roundabout
Power Relocations

RETIRED/REMOVED:

Primary wire

- 336ACSR – 1299ft
- 4/0ACSR - 1372ft
- 477ACSR – 4954ft
- 1/0ACSR - 1807ft
- 4ACSR - 1249ft

Poles:17, 1) 55ft concrete pole

Fiber:1980ft

INSTALLED NEW:

Primary wire

- 477ACSR - 8157ft
- 1/0 ACSR- 2519ft
- 4ACSR - 239ft

Poles: 18

Fiber: 516ft

Thanks,

Charles McKinley

GreyStone Power

Sr. Field Engineering
Technician

Office (770) 370-2505

Cell (678) 920-9665



GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: 8:02 p.m. Request approval of a contract for Acquisition of Rights of Way (ROW) for Federal- or State-Aid Project between the Georgia Department of Transportation (GDOT) and City of South Fulton for T277 Cochran Road over Camp Creek Bridge Replacement Project. The City of South Fulton is responsible for the 20% match (\$30,000) and 80% (\$120,000) Federal Funds of the total ROW cost (\$150,000) of the project. The 80% will be reimbursed to the City upon completion. Funding provided from Capital Improvement

DATE: September 27, 2022

SUBJECT: 8:02 p.m. Request approval of a contract for Acquisition of Rights of Way (ROW) for Federal- or State-Aid Project between the Georgia Department of Transportation (GDOT) and City of South Fulton for T277 Cochran Road over Camp Creek Bridge Replacement Project. The City of South Fulton is responsible for the 20% match (\$30,000) and 80% (\$120,000) Federal Funds of the total ROW cost (\$150,000) of the project. The 80% will be reimbursed to the City upon completion. Funding provided from Capital Improvement

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
T277 Cochran over Camp Crk Br Repl - Decision Memo - ROW Agreement	Cover Memo	9/23/2022

City of South Fulton Agenda Item Summary



City Council Meeting Date		Requesting Department		Council District(s) Affected	
Requested Action					
Requirements for Council Action (City specific Council policy, statute or code requirement)					
Summary and Background (Provide department recommendation and an executive summary of the action that gives an overview of the relevant details)					
Funding Source (if applicable)					
Financial Impact (if applicable)					
Financial Impact Statement Received Yes ☐ No ☐ Legislative Process Complete Yes ☐ No ☐					
Department Director Approval 				Finance Director Approval 	
Assistant City Manager Approval 	City Attorney Approval 		City Manager Approval 		

**CONTRACT FOR ACQUISITION OF RIGHT OF WAY
STATE-AID OR FEDERAL-AID PROJECT
Reimbursable**

**PROJECT: N/A
LOCAL GOVERNMENT: City of South Fulton
STATE ROUTE: N/A
P.I. NO.: 0015530**

**STATE OF GEORGIA
FULTON COUNTY**

This Agreement made and entered into this ____ day of _____, ____ by and between the **GEORGIA DEPARTMENT OF TRANSPORTATION** (hereinafter called the **DEPARTMENT**) and **CITY OF SOUTH FULTON** (hereinafter called the **LOCAL GOVERNMENT**).

- ☒ **CFDA # 20.205 Highway Plan and Construction Cluster**
☐ **CFDA # 20.219 Recreation Trails Program**

WITNESSETH THAT:

WHEREAS, the **DEPARTMENT** and the **LOCAL GOVERNMENT** propose to let to construction the above indicated project located at **CR 1529/COCHRAN ROAD @ CAMP CREEK**, with the cost of the right of way being distributed between the **LOCAL GOVERNMENT** and the **DEPARTMENT** as hereinafter specified; and

WHEREAS, rights of way lying on a designated state or federal route (on-system) are to be acquired in the **DEPARTMENT'S** name by the **LOCAL GOVERNMENT** when closed by deed; and

WHEREAS, rights of way lying on a designated state or federal route (on-system) requiring condemnation are to be condemned in the **LOCAL GOVERNMENT'S** name and then transferred to the **DEPARTMENT** by quit claim deed after the condemnation is complete and after the **LOCAL GOVERNMENT** has full and final possession of the right of way; and

WHEREAS, rights of way lying on a non-designated state or federal route (off-system) are to be acquired in the **LOCAL GOVERNMENT'S** name by the **LOCAL GOVERNMENT** when closed by deed and remain in the **LOCAL GOVERNMENT'S** name; and

WHEREAS, rights of way lying on a non-designated state or federal route (off-system) requiring condemnation are to be condemned in the **LOCAL GOVERNMENT'S** name and remain in the **LOCAL GOVERNMENT'S** name; and

WHEREAS, the **DEPARTMENT** is authorized to enter into this contract with the **LOCAL GOVERNMENT** by virtue of Section 32-2-2(a) of the Official Code of Georgia Annotated; and

WHEREAS, the **LOCAL GOVERNMENT** is authorized to enter into this contract by virtue of Sections 32-3-3(e), 32-4-41(6), 32-4-42, 32-4-61 and 32-5-25 of the Official Code of Georgia Annotated and by a certain resolution of the City Council, adopted the ____day of _____, 20____; and

WHEREAS, said rights of way are to be acquired by **LOCAL GOVERNMENT** in accordance with certain specified requirements of the Federal-Aid Highway Act of 1970, as amended, and regulations of the **DEPARTMENT** in order for the construction cost of said project to be eligible for State or Federal participation.

NOW, THEREFORE, in consideration of Ten (\$10.00) Dollars in hand paid to the **LOCAL GOVERNMENT**, the receipt of which is hereby acknowledged, and the mutual promises and covenants hereinafter set out, the **DEPARTMENT** and the **LOCAL GOVERNMENT** agree as follows:

ITEM I

The **DEPARTMENT** agrees to reimburse the **LOCAL GOVERNMENT Not to Exceed One Hundred Twenty Thousand DOLLARS and No CENTS (\$120,000.00)** for eligible reimbursable right of way costs. Reimbursable right of way costs includes land and improvement costs and other costs as specified in 23 CFR 710.203(b).

Rights of way lying on a designated state or federal route (on-system) are to be acquired in the **DEPARTMENT'S** name by the **LOCAL GOVERNMENT** when closed by deed. Rights of way lying on a designated state or federal route (on-system) requiring condemnation are to be condemned in the **LOCAL GOVERNMENT'S** name and then transferred to the **DEPARTMENT** by quit claim deed after the condemnation is complete and after the **LOCAL GOVERNMENT** has full and final possession of the right of way. Rights of way lying on a non-designated state or federal route (off-system) are to be acquired in the **LOCAL GOVERNMENT'S** name by the **LOCAL GOVERNMENT** when closed by deed and remain in the **LOCAL GOVERNMENT'S** name. Rights of way lying on a non-designated state or federal route (off-system) requiring condemnation are to be condemned in the **LOCAL GOVERNMENT'S** name and remain in the **LOCAL GOVERNMENT'S** name.

Reimbursement of acquisition costs will be eligible after completion of the following: all land and improvement acquisition; completion of all property management; completion of all demolition; and, after all occupants have relocated off the project. Further, before any reimbursement of costs occurs, the **LOCAL GOVERNMENT** shall certify in writing to the **DEPARTMENT** that title to all parcels has been acquired and that all property management, all demolition and all

relocation has been completed. Said certification will include a statement that “All parcels are vacant and immediately available for construction purposes”.

Each valuation and damage expert utilized on this project must be selected from the **DEPARTMENT’s** “Approved Appraiser List”. The **DEPARTMENT** shall review and approve each selection prior to the **LOCAL GOVERNMENT** contracting with the appraiser. All appraisals will be submitted to the **DEPARTMENT** for review, for approval and to establish fair market value prior to negotiations.

The **LOCAL GOVERNMENT** is responsible for properly flagging, staking, and marking all required right of way and all required easement (temporary or permanent) surveyed boundary lines PRIOR to the appraiser inspecting and appraising the property and PRIOR to the on-site Negotiation Agent meeting with the property owner to review the required right of way and/or required easement(s).

Except as specified in **ITEM V** of this contract, all counter offers, administrative settlements and legal settlements authority above the fair market value must be reviewed and approved by the **DEPARTMENT** if the **LOCAL GOVERNMENT** desires that the **DEPARTMENT** participate in any increased settlement agreement above the fair market value. It is understood and agreed that the **DEPARTMENT** may participate in a court directed award above the fair market value subject to the availability of funds identified for the project. The **DEPARTMENT** will not be required to participate in any such award increase that is not supported by a court order. It is further agreed between the parties that the **DEPARTMENT** shall be the final arbiter of whether an increase in an award or expense will be reimbursable to the **LOCAL GOVERNMENT**.

ITEM II

The **LOCAL GOVERNMENT** shall ensure at the time of closing that the current, approved deed or easement document reflects the latest revised or current required right of way description and/or easement(s) description.

The **LOCAL GOVERNMENT** will provide its own all legal counsel associated with acquiring properties by deed.

The **LOCAL GOVERNMENT**, or its designated representative, will prepare all Condemnation Petitions in the name of the **LOCAL GOVERNMENT** and will provide all legal counsel and/or litigation associated with acquiring properties through condemnation.

After receipt of the approved and accepted certification from the **LOCAL GOVERNMENT** to the **DEPARTMENT** and where after all acquired parcels on designated state or federal routes, whether by deed or by condemnation, have been executed, quitclaimed, transferred in name from the **LOCAL GOVERNMENT** and recorded in the name of the **DEPARTMENT**, the **DEPARTMENT** will reimburse the **LOCAL GOVERNMENT** pursuant to **ITEM III** herein.

ITEM III

As set forth in **ITEM I** above, the DEPARTMENT will reimburse **One Hundred Twenty Thousand DOLLARS and No CENTS (\$120,000.00)** of eligible right of way costs. **The procedure for reimbursement is as follows:**

All files and reimbursement requests shall be directed to the District Local Government Right of Way Coordinator (DLGC) in the **Chamblee District Office**. All reimbursement matters shall first be reviewed at the District Level in accordance with current guidelines and policies. Reimbursement to **LOCAL GOVERNMENT** will be issued from the **General Office in Atlanta** following receipt of all approved documents and the accepted and approved **LOCAL GOVERNMENT** certification.

One copy of the following items shall be included for each parcel and activity cost to be reimbursed:

- 1) Reimbursement of eligible costs associated with properties acquired by deed or easement:**
 - a) Recorded Deed or Easement;**
 - b) Copy of the Approved Option;**
 - c) Executed Closing Statement; and**
 - d) Copy of approved Review Appraisers Report (Form 532).**
- 2) Reimbursement of eligible costs associated with properties acquired through condemnation:**
 - a) Copy of the filed, recorded Condemnation Petition with identified docket number;**
 - b) Copy of receipt for monies deposited into court; and**
 - c) Copy of Quitclaim Deed from LOCAL GOVERNMENT to DEPARTMENT for on-system only.**
- 3) Reimbursement of eligible property management costs:**
 - a) Copy of verifiable and detailed invoice from the contractor and receipt for payment from the LOCAL GOVERNMENT and any fee contractors employed by the LOCAL GOVERNMENT for Property Management activities.**
- 4) Reimbursement of eligible relocation costs:**
 - a) Copy of Relocation Payment Checks;**
 - b) Copy of Executed Relocation Claim Forms; and**
 - c) Copy of the Approval Authorization of Payment Amount**

- 5) **Reimbursement for any other cost(s) not specifically listed above MUST include an invoice and any other supporting documentation as may be requested by the DEPARTMENT.**

Any deviation from or change in the above described procedure must be approved by the State Right of Way Administrator in the Atlanta General Office.

ITEM IV

The **LOCAL GOVERNMENT** will ensure that the demolition and removal in their entirety of all buildings, walls, fences, gates, underground storage tanks, other hazardous materials, signs, or any other improvements and structures of any nature or description, lying wholly or partially situated within the right of way and/or easement area, whether surface or subsurface shall be conducted in accordance with and pursuant to any and all pertinent state and federal laws, regulations and procedures, including but not limited to all current laws, regulations and procedures of the U.S. Environmental Protection Agency and the Georgia Environmental Protection Division.

Any demolition and removal shall be in accordance with procedures approved by the **DEPARTMENT**. The **DEPARTMENT** will not remove any improvements or structures as clearing and grubbing items.

Any and all contaminated properties will require the **DEPARTMENT's** approval before being acquired by the **LOCAL GOVERNMENT**.

ITEM V

The **LOCAL GOVERNMENT** has the authority to approve a counter offer or an administrative settlement up to \$20,000 or 10% above the approved Fair Market Value. On legal settlement authority for condemned parcels, the **LOCAL GOVERNMENT** authority level is 20% or \$20,000, whichever is greater. All other counter offers, administrative settlements and legal settlement authority on condemned parcels must be reviewed and approved by the **DEPARTMENT**, if the **DEPARTMENT** is to participate in any increased cost. Any modification whatsoever or any special provision included as an agreement to any document must first be approved and appropriately accepted by the **DEPARTMENT**. The DLGC in the **Chamblee District Office** will function as the **LOCAL GOVERNMENT** liaison with the **DEPARTMENT**. All counter offers, check requests, and any matters to be considered for agreement will be submitted through the DLGC.

Once a determination has been made by the General Office, the DLGC will notify the **LOCAL GOVERNMENT**, in writing, of either approval or rejection of the submitted proposal.

The **DEPARTMENT** will not participate in any portion of a counter proposal which is closed prior to **DEPARTMENT** review, approval and acceptance.

ITEM VI

During the life of this contract and prior to completion of the construction work and final acceptance of the project by the **DEPARTMENT**, the **LOCAL GOVERNMENT** agrees not to use convict labor in any way on the project.

ITEM VII

Once the environmental clearance is obtained and the right of way plans are approved, but prior to right of way authorization, the **LOCAL GOVERNMENT** can begin pre-acquisition activities at its own risk. However, acquisition activities including the making of offers cannot be made until the following has been completed: an acceptable project cost estimate has been submitted, reviewed and approved; right of way funds have been authorized in accordance with 23 CFR Part 710; and, the **DEPARTMENT** has issued a Notice to Proceed to the **LOCAL GOVERNMENT** for any eligible, reimbursable right of way acquisition activities.

The **LOCAL GOVERNMENT** agrees to defend itself from and against any and all suits, if any should arise, involving property titles and/or contaminated properties associated with the acquisition of Rights of Way by deed or condemnation.

ITEM VIII

The **LOCAL GOVERNMENT** will, as required by law, proceed within fifteen (15) days after being notified by the **DEPARTMENT** to acquire the rights of way for said project free of all encumbrances by gift, deed, easements or condemnation in accordance with the approved plans.

ITEM IX

The **LOCAL GOVERNMENT** will, in the right of way acquisition procedure, observe and comply with Title 49 Code of Federal Regulations Part 24; Title 23 Code of Federal Regulations Part 710; Georgia Laws 1972, p. 931, as amended; and, in accordance with the requirements as outlined in the Relocation Assistance Manual prepared by the **DEPARTMENT**. The **LOCAL GOVERNMENT** will be responsible for making payments to owners as required under this procedure for any incidental expenses for the transfer of real property for rights of way purposes and any other moving and relocation expenses as required under the law and determined to be proper by the **DEPARTMENT**. Appeals of relocation assistance benefits will be submitted to the **DEPARTMENT** for review. Response to an appeal will be the responsibility of the **DEPARTMENT**. The **LOCAL GOVERNMENT** will, in their acquisition of the right of way, comply with the procedures set forth in Attachment No. 1 - Memorandum of Instructions, attached hereto. During the performance of this contract, the **LOCAL GOVERNMENT** will also comply with the Regulations of the U. S. Department of Transportation relative to nondiscrimination in State Aid or Federally-assisted programs of said Department in accordance with the stipulations as indicated under APPENDIX A and APPENDIX E of Attachment No. 2, attached hereto.

The **LOCAL GOVERNMENT** shall also comply with all provisions as set forth in Attachment No. 2 - The United States Department of Transportation (USDOT) Standard Title VI/Non-Discrimination Assurances, DOT Order No. 1050.2A, attached hereto, inclusive of APPENDIX A, APPENDIX B, APPENDIX C, APPENDIX D, and APPENDIX E of Attachment No. 2.

ITEM X

Where determined to be desirable, **LOCAL GOVERNMENT** will provide rodent control measures as required by the U. S. Department of Transportation prior to the demolition or removal of improvements located within the right of way of the project. The measures employed shall be in accordance with procedures approved by state and local laws and regulations governing rodent control.

ITEM XI

This Agreement sets forth the entire understanding between the Parties relating to the subject contained herein and supersedes all prior oral and written understandings, arrangements and agreements between the parties relating thereto. It is understood that no subsequent alteration, amendment, change or addition to this Agreement shall be binding upon the parties hereto unless evidenced by an amendment to this Agreement signed by both the DEPARTMENT and the **LOCAL GOVERNMENT**.

ITEM XII

The **CITY** shall maintain all books, documents, papers, accounting records, and other evidence pertaining to costs associated with this Agreement and used in support of its activities and shall make such material available at all reasonable times during the period of this Agreement, and for three years from the date of final payment under this Agreement, for inspection by the GDOT, and any reviewing agencies, and copies thereof shall be furnished upon request.

The **CITY** shall comply with federal administrative procedures in accordance with the requirements of the Uniform Grant Guidance, 2 CFR Part 200, as well as related federal and state regulations and instructions. The **CITY** will ensure that appropriate corrective action is taken within three months after receipt of any audit for all instances of noncompliance.

ITEM XIII

1. **TIME IS OF THE ESSENCE IN THIS CONTRACT.**
2. **TERM OF CONTRACT. UNLESS OTHERWISE AMENDED BY THE MUTUAL WRITTEN AGREEMENT OF THE PARTIES HERETO, THIS CONTRACT WILL EXPIRE NO LATER December 31, 2024.**

3. This Agreement is made and entered into in Fulton County, Georgia, and shall be governed and construed under the laws of the State of Georgia.
4. If any provision of this Agreement is determined to be invalid or unenforceable, the remaining provisions shall remain in force and unaffected to the fullest extent permitted by law and regulation.
5. This Agreement shall inure to the benefit of, and be binding upon the parties hereto, and their respective heirs, executors, successors and assigns.
6. Should any provision of this Agreement require judicial interpretation, it is agreed that the court interpreting or construing the same shall not apply a presumption that the terms hereof shall be more strictly construed against one party by reason of the rule of construction that a document is to be construed more strictly against the party who itself or through its agent prepared the same, it being agreed that the agents of all parties have participated in the preparation hereof.
7. The Preamble, Recitals, Exhibits, Addendums and Appendices hereto are a part of this Agreement and are incorporated herein by reference.

{REMAINDER OF PAGE LEFT INTENTIONALLY BLANK}

IN WITNESS WHEREOF, this instrument has been and is executed on behalf of the **DEPARTMENT** by the Commissioner of the **DEPARTMENT** and on behalf of **LOCAL GOVERNMENT** being duly authorized to do so by the Mayor and City Council.

Executed on behalf of the Department of
Transportation this ____ day of _____,
2022.

Executed on behalf of City of South Fulton,
Georgia this ____ day of _____,
2022.

BY: _____
MAYOR

APPROVED:

BY: _____
COMMISSIONER

CLERK

ATTEST:

Witness for the CITY:

TREASURER

FEI# _____

RESOLUTION OF THE LOCAL GOVERNMENT

**STATE OF GEORGIA
CITY OF SOUTH FULTON**

BE IT RESOLVED by the **CITY OF SOUTH FULTON** City Council and it is hereby resolved, that the foregoing attached Agreement, relative to **P.I. Number 0015530**, be entered into by the **CITY OF SOUTH FULTON** City Council, and that _____ as Mayor, and _____ as City Clerk, be and they are, thereby authorized and directed to execute the same for and in behalf of said City Council.

PASSED AND ADOPTED, this _____ day of _____, 20 _____.

ATTEST:

CLERK

BY: _____
WITNESS

**STATE OF GEORGIA
FULTON COUNTY**

I, _____ as Clerk of the **City of South Fulton** City Council do hereby certify that I am the custodian of the books and records of the same, and that the above and foregoing copy of the original is now on file in my office, and was passed by the Mayor and City Council.

Witness by hand and official signature, this the _____ day of _____, 20 _____.

BY: _____
CLERK

ATTACHMENT NO. 1

MEMORANDUM OF INSTRUCTIONS

These instructions are to set forth the procedures necessary for the Political Subdivisions of the State of Georgia to follow when acquiring right of way on highway projects where it is proposed to acquire or construct said project with Federal participation for on system projects. On systems projects are those on designated state or federal routes. The Political Subdivision shall make every effort to acquire expeditiously all real property when authorized to proceed.

The Political Subdivision may, when they consider it appropriate, attempt to secure the right of way by donation. To assure the property owner is fully informed of his rights, the request for donation must be made in writing and also set forth that they are entitled to full just compensation, if they so desire. A letter prepared by the Department will be made available to use as a guide. If a property owner requests payment of just compensation, the provisions of paragraph one (1) must be followed.

Nothing herein shall be construed to prevent a person whose real property is being acquired from making a gift or donation of such property, or any part thereof, or of any compensation paid therefore, after such person has been fully informed of his right to receive just compensation for the acquisition of his property.

1. At the initiation of negotiations each owner must be fully informed of his right to receive just compensation for the acquisition of his property. In order to assure just compensation is being offered, the following steps must be taken:
 - A) A General Certified Appraiser and other valuation or damage experts, who is on the Department's approved list, must utilize an appropriate valuation method (appraisal/data book/cost estimate) as determined by the Department.
 - B) The appraiser must give the owner or his designated representative an opportunity to accompany him during his inspection of the property. A statement is to be in the report that this opportunity was provided.
 - C) The report must be adequately documented to support the conclusion of the appraiser and shall be prepared in accordance with the guidelines set forth by the Department.
 - D) The Department must review the appraisal and approve in writing the estimated amount of just compensation to be offered to the property owner.
 - E) The offer must be made in writing for the full amount of the aforesaid estimate of just compensation. Where appropriate, the written offer must state separately the amount for the real property being acquired and the amount attributable to damages to the remaining property.
2. No person occupying real property shall be required to move from his home, farm, or business without at least three (3) months written notice or two (2) months written notice from the time of the closing or condemnation.
3. The Department will furnish copies of letters, settlement and disbursements statements and such other forms, as it may deem necessary or desirable.
4. Copies of all letters, forms, deeds and status reports used in the acquisition of Rights of Way for this project must be forwarded to the Department upon request, for future reference.
5. The LOCAL GOVERNMENT will be responsible for determining benefits and preparing relocation assistance packages. Packages must be submitted to the Department for review and approval prior to offers of benefits being made.

6. Any consultant contracted for negotiation services for the acquisition of right of way for the LOCAL GOVERNMENT must hold either a Real Estate License and be affiliated with a broker, or hold a Real Estate Broker's License in accordance with OCGA Title 43 Chapter 40 unless identified as an exception under Title 43, Chapter 40 of the Official Code of Georgia Annotated. Said consultant must attend any present and all future mandatory training classes required by the DEPARTMENT.

APPENDIX “A”

- A. **COMPLIANCE WITH REGULATIONS:** The contractor shall comply with the regulations relative to nondiscrimination in Federally-assisted programs of the Department of Transportation, Title 49, Codes of Federal Regulations, Part 21, as they may be amended from time to time, (hereinafter referred to as the regulations), which are herein incorporated by reference and made a part of this contract.
- B. **NONDISCRIMINATION:** The contractor, with regard to the work performed by it during the contract, shall not discriminate on the grounds of race, color or national origin in the selection and retention of sub-contractors, including procurement of materials and leases of equipment. The contractor shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the regulations, including employment practices when the contract covers a program set forth in APPENDIX “B” of the regulations.
- C. **SOLICITATIONS FOR SUB-CONTRACTS, INCLUDING PROCUREMENT OF MATERIALS AND EQUIPMENT:** In all solicitation either by competitive bidding or negotiation made by the contractor for work to be performed under a sub-contract, including procurement of materials or leases of equipment, each potential sub-contractor or supplier shall be notified by the contractor of the contractor’s obligations under this contract and the regulations relative to nondiscrimination on the grounds or race, color or national origin.
- D. **INFORMATION AND REPORTS:** The contractor shall provide all information and reports required by the regulations, or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the State Department of Transportation or the Federal Highway Administration to be pertinent to ascertain compliance with such regulations or directives. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish this information, the contractor shall so certify to the State Department of Transportation, or the Federal Highway Administrative as appropriate, and shall set forth what efforts it has made to obtain the information.
- E. **SANCTIONS FOR NONCOMPLIANCE:** In the event of the contractor’s noncompliance with the nondiscrimination provisions of this contract, the State Department of Transportation shall impose such contract sanctions as it or the Federal Highway Administration may determine to be appropriate, including, but not limited to:
1. Withholding of payments to the contractor or under the contract until the contractor complies, and/or
 2. Cancellations, termination or suspension of the contract, in whole or in part.
- F. **INCORPORATION OF PROVISIONS:** The contractor shall include the provisions of Paragraphs “A” through “F” in every sub-contract, including procurement of materials and leases of equipment, unless exempt by the regulations, or directives issued pursuant thereto. The contractor shall take such action with respect to any sub-contract or procurement as the State Department of Transportation or Federal Highway Administration may direct as a means of enforcing such provisions including sanctions for non-compliance: Provided, however, that, in the event a contractor becomes involved in, or is threatened with, litigation with a sub-contractor or supplier as a result of such direction, the contractor may request the State Department of Transportation to enter into such a result of such direction, the contractor may request the United States to enter into such litigation to protect the interest of the United States.

The United States Department of Transportation (USDOT) Standard Title VI/Non-Discrimination
Assurances
DOT Order No. 1050.2A

The Georgia Department of Transportation (herein referred to as the "Recipient"), **HEREBY AGREES THAT**, as a condition to receiving any Federal financial assistance from the U.S. Department of Transportation (DOT), through the Federal Highway Administration, is subject to and will comply with the following:

Statutory/Regulatory Authorities

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin);
- 49 C.F.R. Part 21 (entitled Non-discrimination In Federally-Assisted Programs Of The Department Of Transportation-Effectuation Of Title VI Of The Civil Rights Act Of 1964);
- 28 C.F.R. section 50.3 (U.S. Department of Justice Guidelines for Enforcement of Title VI of the Civil Rights Act of 1964);

The preceding statutory and regulatory cites hereinafter are referred to as the "Acts" and "Regulations," respectively.

General Assurances

In accordance with the Acts, the Regulations, and other pertinent directives, circulars, policy, memoranda, and/or guidance, the Recipient hereby gives assurance that it will promptly take any measures necessary to ensure that:

"No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or part thereof, for which the Recipient receives Federal financial assistance from DOT including the Federal Highway Administration.

The Civil Rights Restoration Act of 1987 clarified the original intent of Congress, with respect to Title VI and other Non-discrimination requirements (The Age Discrimination Act of 1975, and Section 504 of the Rehabilitation Act of 1973), by restoring the broad, institutional-wide scope and coverage of these non-discrimination statutes and requirements to include all programs and activities of the Recipient, so long as any portion of the program is Federally assisted.

Specific Assurances

More specifically, and without limiting the above general Assurance, the Recipient agrees with and gives the following Assurances with respect to its Federally assisted Federal Highway Program:

1. The Recipient agrees that each "activity," "facility," or "program," as defined in §§ 21.23(b) and 21.23(e) of 49 C.F.R. § 21 will be (with regard to an "activity") facilitated, or will be (with regard to a "facility") operated, or will be (with regard to a "program") conducted in compliance with all requirements imposed by, or pursuant to the Acts and the Regulations.

2. The Recipient will insert the following notification in all solicitations for bids, Requests For Proposals for work, or material subject to the Acts and the Regulations made in connection with all Federal Highway Programs and, in adapted form, in all proposals for negotiated agreements regardless of funding *source*:

"The Georgia Department of Transportation, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award."
3. The Recipient will insert the clauses of Appendix A and E of this Assurance in every contract or agreement subject to the Acts and the Regulations.
4. The Recipient will insert the clauses of Appendix B of this Assurance, as a covenant running with the land, in any deed from the United States effecting or recording a transfer of real property, structures, *use*, or improvements thereon or interest therein to a Recipient.
5. That where the Recipient receives Federal financial assistance to construct a facility, or part of a facility, the Assurance will extend to the entire facility and facilities operated in connection therewith.
6. That where the Recipient receives Federal financial assistance in the form, or for the acquisition of real property or an interest in real property, the Assurance will extend to rights to space on, over, or under such property.
7. That the Recipient will include the clauses set forth in Appendix C and Appendix D of this Assurance, as a covenant running with the land, in any future deeds, leases, licenses, permits, or similar instruments entered into by the Recipient with other parties:
 - a. for the subsequent transfer of real property acquired or improved under the applicable activity, project, or program; and
 - b. for the construction or use of, or access to, space on, over, or under real property acquired or improved under the applicable activity, project, or program.
8. That this Assurance obligates the Recipient for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is to provide, or is in the form of, personal property, or real property, or interest therein, or structures or improvements thereon, in which case the Assurance obligated the Recipient, or any transferee for the longer of the following periods:
 - a. the period during which the property is used for a purpose for which the Federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits; or
 - b. the period during which the Recipient retains ownership or possession of the property.

9. The Recipient will provide for such methods of administration for the program as are found by the Secretary of Transportation or the official to whom he/she delegates specific authority to give reasonable guarantee that it, other recipients, sub-recipients, sub-grantees, contractors, subcontractors, consultants, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the Acts, the Regulations, and this Assurance.
10. The Recipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Acts, the Regulations, and this Assurance.

By signing this ASSURANCE, the Georgia Department of Transportation also agrees to comply (and require any sub-recipients, sub-grantees, contractors, successors, transferees, and/or assignees to comply) with all applicable provisions governing the Georgia Department of Transportation access to records, accounts, documents, information, facilities, and staff. You also recognize that you must comply with any program or compliance reviews, and/or complaint investigations conducted by Georgia Department of Transportation. You must keep records, reports, and submit the material for review upon request to the Georgia Department of Transportation, or its designee in a timely, complete, and accurate way. Additionally, you must comply with all other reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance.

Georgia Department of Transportation gives this ASSURANCE in consideration of and for obtaining any Federal grants, loans, contracts, agreements, property, and/or discounts, or other Federal-aid and Federal financial assistance extended after the date hereof to the recipients by the U.S. Department of Transportation under the Federal Highway Program. This ASSURANCE is binding on Georgia, other recipients, sub-recipients, sub-grantees, contractors, subcontractors and their subcontractors', transferees, successors in interest, and any other participants in the Federal Highway Program. The person(s) signing below is authorized to sign this ASSURANCE on behalf of the Recipient.

Georgia Department of Transportation
(Name of Recipient)

by 
(Signature of Authorized Official)

DATED 07/15/20

APPENDIX A

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees as follows:

1. **Compliance with Regulations:** The contractor (hereinafter includes consultants) will comply with the Acts and the Regulations relative to Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation, (hereinafter referred to as DOT), Title 49, Code of Federal Regulations, part 21, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.
2. **Non-discrimination:** The contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor will not participate directly or indirectly in the discrimination prohibited by the Acts and the Regulations, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR Part 21.
3. **Solicitations for Subcontracts, Including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding, or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the contractor of the contractor's obligations under this contract and the Acts and the Regulations relative to Non- discrimination on the grounds of race, color, or national origin.
4. **Information and Reports:** The contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Recipient or Federal Highway Administration to be pertinent to ascertain compliance with such Acts, Regulations, and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the contractor will so certify to the Recipient or the Federal Highway Administration) as appropriate, and will set forth what efforts it has made to obtain the information.
5. **Sanctions for Noncompliance:** In the event of a contractor's noncompliance with the Non-discrimination provisions of this contract, the Recipient will impose such contract sanctions as it or the Federal Highway Administration may determine to be appropriate, including, but not limited to:
 - a. withholding payments to the contractor under the contract until the contractor complies; and/or
 - b. cancelling, terminating, or suspending a contract, in whole or in part.

Incorporation of Provisions: The contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The contractor will take action with respect to any subcontract or procurement as the Recipient or the Federal Highway Administration may direct

as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the contractor becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the contractor may request the Recipient to enter into any litigation to protect the interests of the Recipient. In addition, the contractor may request the United States to enter into the litigation to protect the interests of the United States.

APPENDIX B

CLAUSES FOR DEEDS TRANSFERRING UNITED STATES PROPERTY

The following clauses will be included in deeds effecting or recording the transfer of real property, structures, or improvements thereon, or granting interest therein from the United States pursuant to the provisions of Assurance 4:

NOW, THEREFORE, the U.S. Department of Transportation as authorized by law and upon the condition that the GDOT will accept title to the lands and maintain the project constructed thereon in accordance with and in compliance with **Title 23 U.S. Code § 107**, the Regulations for the Administration of Federal Aid for Highways; the policies and procedures prescribed by the Federal Highway Administration of the U.S Department of Transportation in accordance and in compliance with all requirements imposed by Title 49, Code of Federal Regulations, U.S. Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Non-discrimination in Federally-assisted programs of the U.S Department of Transportation pertaining to and effectuating the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252; 42 U.S.C. § 2000d to 2000d-4), does hereby remise, release, quitclaim and convey unto the GDOT all the right, title and interest of the U.S. Department of Transportation in and to said lands described in Exhibit A attached hereto and made a part hereof.

(HABENDUM CLAUSE)

TO HAVE AND TO HOLD said lands and interests therein unto GDOT and its successors forever, subject, however, to the covenants, conditions, restrictions and reservations herein contained as follows, which will remain in effect for the period during which the real property or structures are used for a purpose for which Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits and will be binding on the GDOT, its successors and assigns.

The GDOT, in consideration of the conveyance of said lands and interests in lands, does hereby covenant and agree as a covenant running with the land for itself, its successors and assigns, that (1) no person will on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination with regard to any facility located wholly or in part on, over, or under such lands hereby conveyed [,] [and]* (2) that GDOT will use the lands and interests in lands and interests in lands so conveyed, in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, U.S. Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation, Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations and Acts may be amended [, and (3) that in the event of breach of any of the above-mentioned non- discrimination conditions, the Department will have a right to enter or re-enter said lands and facilities on said land, and that above described land and facilities will thereon revert to and vest in and become the absolute property of the U.S. Department of Transportation and its assigns as such interest existed prior to this instruction].*

(*Reverter clause and related language to be used only when it is determined that such a clause is necessary in order to make clear the purpose of Title VI.

APPENDIX C

CLAUSES FOR TRANSFER OF REAL PROPERTY ACQUIRED OR IMPROVED UNDER THE ACTIVITY, FACILITY, OR PROGRAM

The following clauses will be included in deeds, licenses, leases, permits, or similar instruments entered into by the GDOT pursuant to the provisions of Assurance 7(a):

- A. The (grantee, lessee, permittee, etc. as appropriate) for himself/herself, his/her heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree [in the case of deeds and leases add "as a covenant running with the land"] that:
 - 1. In the event facilities are constructed, maintained, or otherwise operated on the property described in this (deed, license, lease, permit, etc.) for a purpose for which a U.S. Department of Transportation activity, facility, or program is extended or for another purpose involving the provision of similar services or benefits, the (grantee, licensee, lessee, permittee, etc.) will maintain and operate such facilities and services in compliance with all requirements imposed by the Acts and Regulations (as may be amended) such that no person on the grounds of race, color, or national origin, will be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities.
- B. With respect to licenses, leases, permits, etc., in the event of breach of any of the above Non-discrimination covenants, GDOT will have the right to terminate the (lease, license, permit, etc.) and to enter, re-enter, and repossess said lands and facilities thereon, and hold the same as if the (lease, license, permit, etc.) had never been made or issued.*
- C. With respect to a deed, in the event of breach of any of the above Non-discrimination covenants, the GDOT will have the right to enter or re-enter the lands and facilities thereon, and the above described lands and facilities will there upon revert to and vest in and become the absolute property of the GDOT and its assigns.*

(*Reverter clause and related language to be used only when it is determined that such a clause is necessary to make clear the purpose of Title VI.)

APPENDIX D

CLAUSES FOR CONSTRUCTION/USE/ACCESS TO REAL PROPERTY ACQUIRED UNDER THE ACTIVITY, FACILITY OR PROGRAM

The following clauses will be included in deeds, licenses, permits, or similar instruments/agreements entered into by GDOT pursuant to the provisions of Assurance 7(b):

- A. The (grantee, licensee, permittee, etc., as appropriate) for himself/herself, his/her heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree (in the case of deeds and leases add, "as a covenant running with the land") that (1) no person on the ground of race, color, or national origin, will be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities, (2) that in the construction of any improvements on, over, or under such land, and the furnishing of services thereon, no person on the ground of race, color, or national origin, will be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination, (3) that the (grantee, licensee, lessee, permittee, etc.) will use the premises in compliance with all other requirements imposed by or pursuant to the Acts and Regulations, as amended, set forth in this Assurance.
- B. With respect to (licenses, leases, permits, etc.), in the event of breach of any of the above Non-discrimination covenants, GDOT will have the right to terminate the (license, permit, etc., as appropriate) and to enter or re-enter and repossess said land and the facilities thereon, and hold the same as if said (license, permit, etc., as appropriate) had never been made or issued.*
- C. With respect to deeds, in the event of breach of any of the above Non-discrimination covenants, GDOT will there upon revert to and vest in and become the absolute property of GDOT and its assigns.*

(*Reverter clause and related language to be used only when it is determined that such a clause is necessary to make clear the purpose of Title VI.)

APPENDIX E

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

Pertinent Non-Discrimination Authorities:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21.
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), (prohibits discrimination on the basis of sex);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131-12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38;
- The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures Non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of Limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);

Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq).

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: 8:07 p.m. Request Council Approval of a request from the Enon Pines Subdivision to address excessive speed on Enon Pines Drive. As required by the Traffic Calming Ordinance 2019-009, the department met with the community, presented the installation of 8 speed tables, as a solution to addressing the excessive speed. The purchase and installation of the eight speed tables in the amount of \$30,000 will be funded out of the school zone camera line 100-4100-52-1200, using District 1 funds.

DATE: September 27, 2022

SUBJECT: 8:07 p.m. Request Council Approval of a request from the Enon Pines Subdivision to address excessive speed on Enon Pines Drive. As required by the Traffic Calming Ordinance 2019-009, the department met with the community, presented the installation of 8 speed tables, as a solution to addressing the excessive speed. The purchase and installation of the eight speed tables in the amount of \$30,000 will be funded out of the school zone camera line 100-4100-52-1200, using District 1 funds.

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
Enon Pines Decision Memo (1)	Cover Memo	9/23/2022

GOVERNMENT OF THE CITY OF SOUTH FULTON

Office of the City Manager



REVIEW AND APPROVAL ROUTING SHEET

This routing sheet has been developed to ensure that all appropriate Senior Management Team members have thoroughly reviewed, approved, and signed off on all official documents in their respective service areas prior to the City Manager's receipt for final approval and signature, as needed. Items should be routed in the following order: 1.) Originating Division and other applicable Divisions; 2.) Finance Director; 3.) Assistant City Manager; and 4.) City Manager.

Parties Consulted:

Initials

Date

☐ **City Attorney/General Counsel**

Legal issues have been addressed

☐ **Assistant City Manager**

Complies with operational processes and guidelines.

☐ **Finance Director**

Funds are available and complies with fiscal guidelines.

☐ **Information Technology Director**

When Information Technology issues are involved

☐ **Program & Performance Manager**

Complies with Division/programmatic processes

☐ **Communications Director**

Complies with Division/programmatic processes

☐ **Parks & Recreation Director**

Complies with Division/programmatic processes

☐ **Destination South Fulton Director**

Complies with Division/programmatic processes

☐ **DCDRA Director**

Complies with Division/programmatic processes

☐ **Human Resources Director**

Complies with HR policies and procedures; positions are budgeted

☐ **Public Safety**

Complies with Division/programmatic processes. Specify Fire or Police

☐ **Public Works Director**

Complies with Division/programmatic processes

☐ **Other (Clerk's Office, Municipal Court, etc.)**

Complies with Division/programmatic processes. Specify Area

☐ **Other (Clerk's Office, Municipal Court, etc.)**

Complies with Division/programmatic processes. Specify Area

City Manager's Decision:

Approved ☐

Disapproved ☐

In this section, the City Manager will sign to indicate approval of the recommended option or will provide comments to indicate pursuit of an alternate course of action.

City Manager's Comments:

City Manager's Signature

Date

GOVERNMENT OF THE CITY OF SOUTH FULTON

Office of the City Manager

Khalid Kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

DECISION MEMO

TO: Tammi Saddler Jones
City Manager

THROUGH: Don Toms
Assistant City Manager

FROM: Antonio M Valenzuela
Public Works Director

DATE: September 6, 2022

SUBJECT: Enon Pines Subdivision Traffic Calming Alternative

Background:

In response to the request from the Enon Pines Subdivision to address excessive speed on Enon Pines Drive, the department conducted a Traffic Study that warranted the needs for Traffic Control measure. As required by the Traffic Calming Ordinance 2019-009, the department met with the community, presented the installation of 8 speed tables, as a solution to addressing the excessive speed, and requested that the HOA president circulate another petition securing support from 90% of the residents on Enon Pines Drive and 80% overall.

Fiscal Impact:

The purchase and installation of the eight speed tables in the amount of \$30,000 will be funded out of the school zone camera line 100-4100-52-1200, using District 1 funds.

Decision Needed:

Public Works staff recommends Council Approval to install the eight speed tables, as depicted in Alternative 1

Decision: **Approved** ☐ **Disapproved** ☐

In this section, the City Manager will sign to indicate approval of the recommended option or will provide comments to indicate pursuit of an alternate course of action.

Comments:

Signature

Date

ENON PINES SUBDIVISION

CHOICE OF MEASURES

in order to be eligible for the installation of traffic calming measure the initiator must secure signatures in favor of the installation of traffic-calming measures from eligible petitioners representing **80% of property owners in the neighborhood and 90% of the property owners along the affected road** affirm their support for installation of a traffic calming device.

Address	AddrStreet	# of Parcel Homes	80% of property owners	90% of Affected road	
			# In Support		# In Support
200 Enon Court	ENON COURT	1	1		
205 Enon Court	ENON COURT	1	1		
210 Enon Court	ENON COURT	1	1		
215 Enon Court	ENON COURT	1	1		
220 Enon Court	ENON COURT	1	1		
225 Enon Court	ENON COURT	1	1		
230 Enon Court	ENON COURT	1	1		
235 Enon Court	ENON COURT	1	1		
240 Enon Court	ENON COURT	1	1		
250 Enon Court	ENON COURT	1	1		
260 Enon Court	ENON COURT	1	1		
265 Enon Court	ENON COURT	1	1		
270 Enon Court	ENON COURT	1	1		
275 Enon Court	ENON COURT	1	1		
280 Enon Court	ENON COURT	1	1		
285 Enon Court	ENON COURT	1			
290 Enon Court	ENON COURT	1			
295 Enon Court	ENON COURT	1			
315 Enon Court	ENON COURT	1	1		
325 Enon Court	ENON COURT	1			
120 ENON MILL LN	ENON MILL	1	1		
125 ENON MILL LN	ENON MILL	1	1		
130 ENON MILL LN	ENON MILL	1	1		
140 ENON MILL LN	ENON MILL	1			
150 ENON MILL LN	ENON MILL	1	1		
155 ENON MILL LN	ENON MILL	1	1		
160 ENON MILL LN	ENON MILL	1	1		
170 ENON MILL LN	ENON MILL	1	1		
180 ENON MILL LN	ENON MILL	1	1		
190 ENON MILL LN	ENON MILL	1	1		
1915 ENON MILL LN	ENON MILL	1	1		
1925 ENON MILL LN	ENON MILL	1	1		
1930 ENON MILL LN	ENON MILL	1	1		
1935 ENON MILL LN	ENON MILL	1	1		
1945 ENON MILL LN	ENON MILL	1	1		
195 ENON MILL LN	ENON MILL	1	1		

ENON PINES SUBDIVISION

CHOICE OF MEASURES

in order to be eligible for the installation of traffic calming measure the initiator must secure signatures in favor of the installation of traffic-calming measures from eligible petitioners representing **80% of property owners in the neighborhood and 90% of the property owners along the affected road** affirm their support for installation of a traffic calming device.

			80% of property owners	90% of Affected road	
Address	AddrStreet	# of Parcel Homes	# In Support		# In Support
1950 ENON MILL LN	ENON MILL	1	1		
1955 ENON MILL LN	ENON MILL	1	1		
1960 ENON MILL LN	ENON MILL	1	1		
1965 ENON MILL LN	ENON MILL	1	1		
1970 ENON MILL LN	ENON MILL	1	1		
1980 ENON MILL LN	ENON MILL	1			
1990 ENON MILL LN	ENON MILL	1	1		
2000 ENON MILL DR	ENON MILL	1	1		
2005 ENON MILL DR	ENON MILL	1	1		
2010 ENON MILL DR	ENON MILL	1	1		
2015 ENON MILL DR	ENON MILL	1	1		
2020 ENON MILL DR	ENON MILL	1	1		
2025 ENON MILL DR	ENON MILL	1	1		
2030 ENON MILL DR	ENON MILL	1			
2035 ENON MILL DR	ENON MILL	1	1		
2040 ENON MILL DR	ENON MILL	1			
2045 ENON MILL DR	ENON MILL	1	1		
2055 ENON MILL DR	ENON MILL	1			
2060 ENON MILL DR	ENON MILL	1	1		
2065 ENON MILL DR	ENON MILL	1	1		
2070 ENON MILL DR	ENON MILL	1			
2075 ENON MILL DR	ENON MILL	1			
2080 ENON MILL DR SW	ENON MILL	1			
2085 ENON MILL DR	ENON MILL	1	1		
2090 ENON MILL DR	ENON MILL	1			
2095 ENON MILL DR	ENON MILL	1			
2100 ENON MILL DR	ENON MILL	1	1		
2105 ENON MILL DR	ENON MILL	1			
2110 ENON MILL DR	ENON MILL	1	1		
2115 ENON MILL DR SW	ENON MILL	1	1		
2120 ENON MILL DR	ENON MILL	1			
2125 ENON MILL DR SW	ENON MILL	1			
2130 ENON MILL DR	ENON MILL	1	1		
2140 ENON MILL DR	ENON MILL	1	1		
2145 ENON MILL CT	ENON MILL	1			
2150 ENON MILL DR	ENON MILL	1	1		

ENON PINES SUBDIVISION

CHOICE OF MEASURES

in order to be eligible for the installation of traffic calming measure the initiator must secure signatures in favor of the installation of traffic-calming measures from eligible petitioners representing **80% of property owners in the neighborhood and 90% of the property owners along the affected road** affirm their support for installation of a traffic calming device.

Address	AddrStreet	# of Parcel Homes	80% of property owners	90% of Affected road	
			# In Support		# In Support
2155 ENON MILL DR	ENON MILL	1			
2160 ENON MILL DR	ENON MILL	1	1		
2165 ENON MILL DR	ENON MILL	1	1		
2170 ENON MILL DR	ENON MILL	1	1		
2175 ENON MILL DR	ENON MILL	1	1		
2185 ENON MILL DR	ENON MILL	1	1		
1825 ENON PINES DR	ENON PINES	1	1	1	1
1835 ENON PINES DR	ENON PINES	1	1	1	1
1845 ENON PINES DR	ENON PINES	1	1	1	1
1855 ENON PINES DR	ENON PINES	1	1	1	1
1865 ENON PINES DR	ENON PINES	1	1	1	1
1875 ENON PINES DR	ENON PINES	1	1	1	1
1880 ENON PINES DR	ENON PINES	1	1	1	1
1885 ENON PINES DR	ENON PINES	1	1	1	1
1890 ENON PINES DR	ENON PINES	1	1	1	1
1895 ENON PINES DR	ENON PINES	1	1	1	1
1900 ENON PINES DR	ENON PINES	1	1	1	1
1905 ENON PINES DR	ENON PINES	1	1	1	1
1915 ENON PINES DR	ENON PINES	1	1	1	1
1925 ENON PINES DR	ENON PINES	1	1	1	1
1930 ENON PINES DR	ENON PINES	1	1	1	1
1935 ENON PINES DR	ENON PINES	1	1	1	1
1940 ENON PINES DR	ENON PINES	1	1	1	1
1950 ENON PINES DR	ENON PINES	1	1	1	1
1955 ENON PINES DR	ENON PINES	1	1	1	1
1960 ENON PINES DR	ENON PINES	1	1	1	1
1965 ENON PINES DR	ENON PINES	1	1	1	1
1970 ENON PINES DR	ENON PINES	1		1	
1975 ENON PINES DR	ENON PINES	1	1	1	1
1980 ENON PINES DR	ENON PINES	1		1	
1985 ENON PINES DR SW	ENON PINES	1	1	1	1
1995 ENON PINES DR	ENON PINES	1	1	1	1
2000 ENON PINES DR	ENON PINES	1	1	1	1
2005 ENON PINES DR	ENON PINES	1	1	1	1
2010 ENON PINES DR	ENON PINES	1		1	
2015 ENON PINES DR	ENON PINES	1	1	1	1

ENON PINES SUBDIVISION

CHOICE OF MEASURES

in order to be eligible for the installation of traffic calming measure the initiator must secure signatures in favor of the installation of traffic-calming measures from eligible petitioners representing **80% of property owners in the neighborhood and 90% of the property owners along the affected road** affirm their support for installation of a traffic calming device.

Address	AddrStreet	# of Parcel Homes	80% of property owners	90% of Affected road	
			# In Support		# In Support
2025 ENON PINES DR	ENON PINES	1	1	1	1
2035 ENON PINES DR	ENON PINES	1	1	1	1
2050 ENON PINES DR	ENON PINES	1	1	1	1
2060 ENON PINES DR	ENON PINES	1	1	1	1
2070 ENON PINES DR	ENON PINES	1	1	1	1
2075 ENON PINES DR	ENON PINES	1		1	
2085 ENON PINES DR	ENON PINES	1	1	1	1
2090 ENON PINES DR	ENON PINES	1	1	1	1
305 KNOTTY PINE WAY	KNOTTY PINE	1	1		1
310 KNOTTY PINE WAY	KNOTTY PINE	1			
315 KNOTTY PINE WAY	KNOTTY PINE	1	1		
320 KNOTTY PINE WAY	KNOTTY PINE	1	1		
325 KNOTTY PINE WAY	KNOTTY PINE	1	1		
330 KNOTTY PINE WAY	KNOTTY PINE	1	1		
335 KNOTTY PINE WAY	KNOTTY PINE	1	1		
300 LONGLEAF CT	LONGLEAF	1	1		
310 LONGLEAF CT	LONGLEAF	1	1		
315 LONGLEAF CT	LONGLEAF	1	1		
320 LONGLEAF CT	LONGLEAF	1	1		
330 LONGLEAF CT	LONGLEAF	1	1		
100 PINEY CT	PINEY	1			
110 PINEY CT	PINEY	1			
115 PINEY CT	PINEY	1			
120 PINEY CT	PINEY	1	1		
125 PINEY CT	PINEY	1			
400 PINEY WAY SW	PINEY	1	1		
410 PINEY WAY	PINEY WAY	1	1		
415 PINEY WAY	PINEY WAY	1	1		
420 PINEY WAY	PINEY WAY	1			
425 PINEY WAY	PINEY WAY	1	1		
430 PINEY WAY	PINEY WAY	1	1		
435 PINEY WAY	PINEY WAY	1	1		
440 PINEY WAY	PINEY WAY	1	1		
445 PINEY WAY	PINEY WAY	1	1		
450 PINEY WAY	PINEY WAY	1			
455 PINEY WAY	PINEY WAY	1	1		

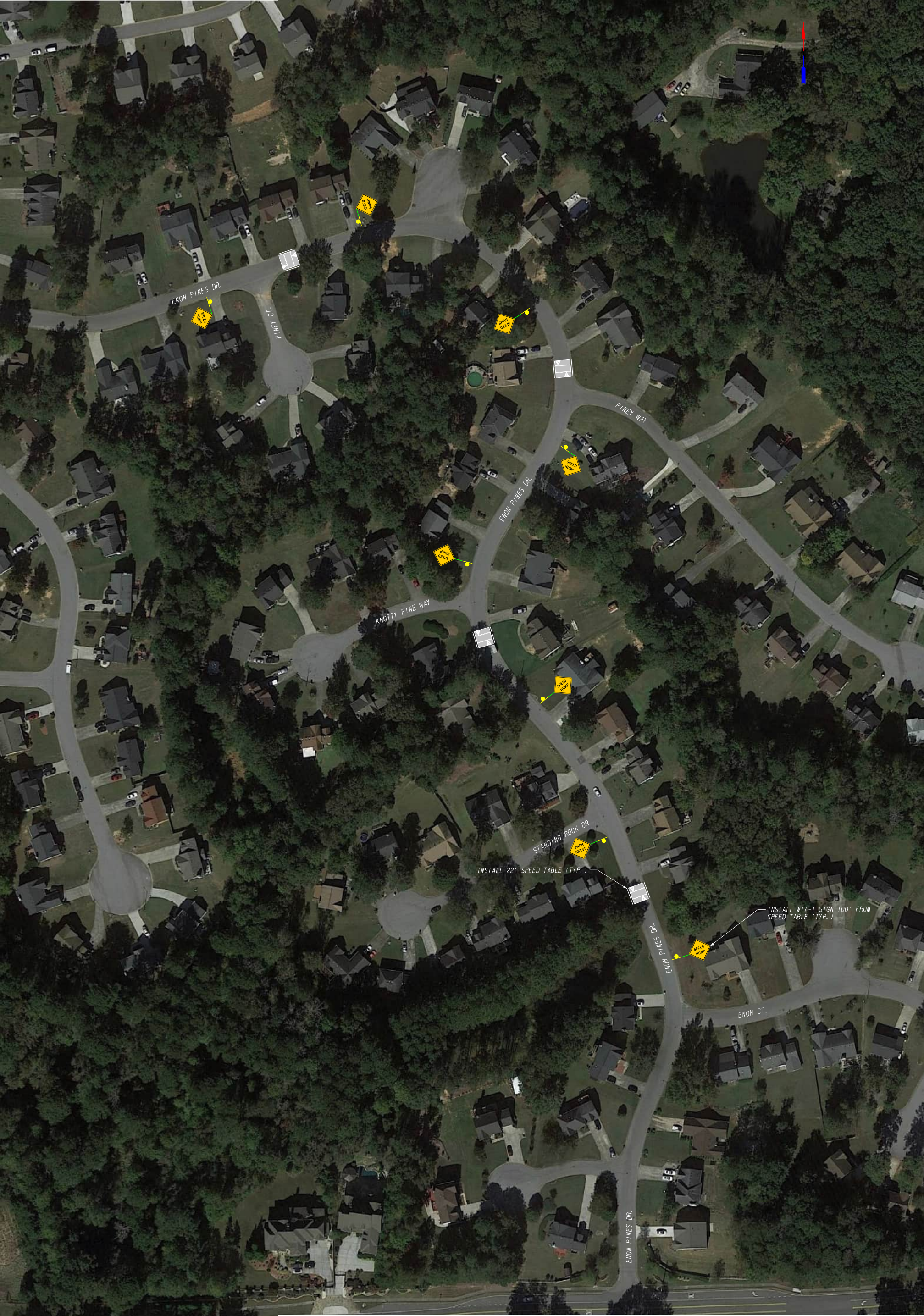
ENON PINES SUBDIVISION

CHOICE OF MEASURES

in order to be eligible for the installation of traffic calming measure the initiator must secure signatures in favor of the installation of traffic-calming measures from eligible petitioners representing **80% of property owners in the neighborhood and 90% of the property owners along the affected road** affirm their support for installation of a traffic calming device.

			80% of property owners	90% of Affected road	
Address	AddrStreet	# of Parcel Homes	# In Support		# In Support
460 PINEY WAY	PINEY WAY	1	1		
465 PINEY WAY	PINEY WAY	1	1		
470 PINEY WAY	PINEY WAY	1			
475 PINEY WAY	PINEY WAY	1	1		
110 SANDY PINES DR	SANDY PINES	1	1		
115 SANDY PINES DR	SANDY PINES	1	1		
400 STANDING ROCK DR	STANDING ROCK	1	1		
405 STANDING ROCK DR	STANDING ROCK	1	1		
410 STANDING ROCK DR	STANDING ROCK	1	1		
415 STANDING ROCK DR	STANDING ROCK	1	1		
420 STANDING ROCK DR	STANDING ROCK	1	1		
425 STANDING ROCK DR	STANDING ROCK	1	1		
430 STANDING ROCK DR	STANDING ROCK	1			
435 STANDING ROCK DR	STANDING ROCK	1			
440 STANDING ROCK DR	STANDING ROCK	1	1		
445 STANDING ROCK DR	STANDING ROCK	1	1		
450 STANDING ROCK DR	STANDING ROCK	1	1		
Total		161	128	38	35
Percentage			80%		92%
Meet Criteria (Y/N)			Yes	Yes	

Alternative 1: Speed Tables Only (\$24,000)



GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: 8:10 p.m. Request Council Approval of the Supplemental Agreement with Qk4 in the amount of \$87,466.19 to cover the additional scope and fees required to complete additional design and environmental services on project T266 New Hope Road Sidewalks. The funding is provided from the Capital Improvement Acct.

DATE: September 27, 2022

SUBJECT: 8:10 p.m. Request Council Approval of the Supplemental Agreement with Qk4 in the amount of \$87,466.19 to cover the additional scope and fees required to complete additional design and environmental services on project T266 New Hope Road Sidewalks. The funding is provided from the Capital Improvement Acct.

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
T266 New Hope Rd Sidewalks - Decision Memo - Qk4 SA \$87k GPC Conflicts 09.14.2022	Cover Memo	9/23/2022

City of South Fulton Agenda Item Summary



City Council Meeting Date		Requesting Department		Council District(s) Affected	
Requested Action					
Requirements for Council Action (City specific Council policy, statute or code requirement)					
Summary and Background (Provide department recommendation and an executive summary of the action that gives an overview of the relevant details)					
Funding Source (if applicable)					
Financial Impact (if applicable)					
Financial Impact Statement Received Yes ☐ No ☐ Legislative Process Complete Yes ☐ No ☐					
Department Director Approval				Finance Director Approval	
Assistant City Manager Approval	City Attorney Approval		City Manager Approval		



145 Technology Parkway NW
Suite 210
Peachtree Corners, Georgia 30092
Ph. 404-329-5900
Fx. 502-581-0406
www.qk4.com

June 27, 2022

Mr. Antonio Valenzuela
The City of South Fulton
5440 Futon Industrial Boulevard, SW
City of South Fulton, Georgia 30303

**PI # 0012637, Fulton County T266
New Hope Road Sidewalks Supplemental #1 Proposal**

Dear Mr. Valenzuela:

Qk4 is pleased to submit this supplemental proposal to complete the construction documents for the New Hope Road Sidewalks project. All of the original budget with the City of South Fulton has been spent since the June 24, 2020 NTP on monthly meetings, Georgia Power coordination, and an environmental reevaluation for right of way authorization.

The original contract with the City was intended to complete the post FFPR plans that were developed under a contract with Fulton County. It was unknown at that time that Georgia Power would install new underground facilities, or that a supplemental FFPR and environmental reevaluation would be required. The original FFPR was held on February 5, 2019 and a supplemental is required because over 24 months have passed.

This supplemental covers the following to complete the project through construction authorization:

- Plan updates to avoid 21 new Georgia Power facilities
 - Adjusting sidewalk horizontal and/or vertical alignment at 21 locations
 - Narrowing the sidewalk at approximately 10 locations
 - Adding header curb behind the sidewalk at approximately 4 locations
 - Adding gravity walls behind the sidewalk at 2 locations (102+40 LT & 106+30 LT)
- Update Typical Sections to match plans
- Update Cross Sections to match plans
- Design 2 gravity walls (station 102+42 LT & 106+30 LT)
- Additional Utility coordination to relocate 8 Ga Power Boxes
- Additional Meetings – 12 months at 2 hours per meeting
- Supplemental FFPR that is required due to the project delay (1 day)
- Post FFPR plan responses and updates - 56 hours (7 days at 8 hours)
- Environmental Reevaluation for construction authorization (see attached scope)
- Survey and drainage design between parcels 74 and 75

Sincerely,

A handwritten signature in blue ink, appearing to read 'Andrew C. Ballerstedt', is located below the 'Sincerely,' text.

Andrew C. Ballerstedt, PE
Vice-President



Qk4, Incorporated
Sandtown Community Sidewalks
Section III - New Hope Road (Boat Rock Road to Danforth Rd)
May 2nd, 2022

Phase #	Phase Name	Total Cost
1	Database and Survey	\$0.00
2	Concept Phase	\$0.00
3	Environmental	\$0.00
4	Preliminary Plans	\$0.00
5	Right-of-Way Plans	\$0.00
6	Final Plans	\$87,466.19
7	Right-of-Way staking and revision	\$0.00
8	Special Studies	\$0.00
9	MS4 Plan	\$0.00
10	NPDES Plan	\$0.00
11	Public Meetings	\$0.00
12	Construction Inspection	
13	Materials Testing	
SUB TOTAL		\$87,466.19
14		
TOTAL		\$87,466.19

*

PROJ: **New Hope Road**PROJ. NO: **N/A**PHASE: **Final Plans**PHASE NO.: **6**

#	ITEM/TASK DESCRIPTION	#DWGS	Project Manager	Lead Engineer	Engineer	Engineer Tech	TOTAL	% OF TOTAL
							0	0.0%
							0	0.0%
							0	0.0%
							0	0.0%
	Update Planview, sidewalk, tapers, desc.		1	30	40	32	103	26.3%
	Update typical sections			8			8	2.0%
	Curb location details				12		12	3.1%
	Update Signing and Marking			4	24		28	7.2%
	Update cross sections				16		16	4.1%
	Meetings		32				32	8.2%
	Utility Coordination/updates		4	16	16		36	9.2%
	Parcel 74 & 75 Drainage			6	6		12	3.1%
	Utility Plan Updates			8			8	2.0%
	City of South Fulton Review and updates		16	16	16		48	12.3%
	Supplemental FFPR		8	8			16	4.1%
							0	0.0%
	Respond to Supplemental FFPR Comments			8	8		16	4.1%
							0	0.0%
	Address Supplemental FFPR Comments			24	32		56	14.3%
							0	0.0%
							0	0.0%
							0	0.0%
							0	0.0%
							0	0.0%
							0	0.0%
							0	0.0%
							0	0.0%
TOTALS		0	61	128	170	32	391	
HOURS/SHEET								

Phase VI - Cost Proposal

6/27/2022

New Hope Road
Final Plans

PROJ. NO: N/A
PHASE NO.: 6

DIRECT COSTS				
PERSONNEL	EST HRS	RATE/HR	COST(\$)	TOTALS
CIVIL DESIGN				
PROJECT MANAGER	61	\$69.55	\$4,242.55	\$4,242.55
LEAD ENGINEER	128	\$59.48	\$7,613.44	\$7,613.44
ENGINEER	170	\$57.02	\$9,693.40	\$9,693.40
ENGINEER TECH	32	\$45.00	\$1,440.00	\$1,440.00
SUBTOTAL CIVIL	391		\$22,989.39	\$22,989.39
STRUCTURAL DESIGN				
SENIOR PROFESSIONAL		\$0.00	\$0.00	\$0.00
PROFESSIONAL		\$0.00	\$0.00	\$0.00
TECHNICIAN		\$0.00	\$0.00	\$0.00
DRAFTER/CLERICAL		\$0.00	\$0.00	\$0.00
STRUCTURAL SUBTOTAL	0		\$0.00	\$0.00
TOTAL DIRECT LABOR	391		\$22,989.39	\$22,989.39
OVERHEAD % (INDIRECT COST ON LABOR ABOVE)			182.2	
LABOR X OVER RATE RATE = OVERHEAD (\$)				\$41,888.97
TOTAL DIRECT LABOR PLUS OVERHEAD				\$64,878.36
DIRECT COSTS (SPECIFY)				
<u>Travel: Trips to County</u>				
mileage: 50 miles/trip @ \$0.55/mile	0			\$0.00
<u>Trips to Site</u>				
mileage: 60 miles/trip @ \$0.55/mile	0			\$0.00
SUBCONTRACTORS (LIST)				
VHB				\$14,150.00
Survey of parcel 75/76				\$1,950.00
OTHER DIRECT COSTS (LIST)				
sets of prints	Total sheets	Total sheets printed		
Printing: prints @\$0.90/sheet				\$0.00
Vellums @ \$8.10/sheet				\$0.00
Mylars @ 13.50/sheet				\$0.00
TOTAL DIRECT COSTS				\$16,100.00
TOTAL ESTIMATE COST				\$80,978.36
PROFIT (%):			10.0	\$6,487.84
"NOT-TO-EXCEED" AMOUNT FOR PHASE 1-F				\$87,466.19

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: 8:13 p.m. Request Council Approval to enter into a professional services agreement with Lowe Engineers, LLC to provide 24/7 traffic engineering support in various capacities and management of the CIP and T-SPLOST Programs, including the Fulton Industrial Area. The agreement will be effective October 1, 2022, and ending September 30, 2023 with three one-year renewal terms until September 30, 2026.

DATE: September 27, 2022

SUBJECT: 8:13 p.m. Request Council Approval to enter into a professional services agreement with Lowe Engineers, LLC to provide 24/7 traffic engineering support in various capacities and management of the CIP and T-SPLOST Programs, including the Fulton Industrial Area. The agreement will be effective October 1, 2022, and ending September 30, 2023 with three one-year renewal terms until September 30, 2026.

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
City of South Fulton - 07.01.2022 Lowe Engineering Cost and Approach Traffic Eng and PM Services	Cover Memo	9/23/2022



June 30, 2022

Mr. Antonio Valenzuela
Public Works Director
City of South Fulton
5440 Fulton Industrial Boulevard SW
Atlanta, GA 30336

RE: Citywide Program Management for Traffic Engineering and Capital/ TSPLOST project management services

Dear Mr. Valenzuela,

Lowe Engineers, LLC (Lowe) appreciates this opportunity to present our approach, our team, and budget to serve the City of South Fulton for Traffic Engineering and Capital/ TSPLOST project management services. We offer knowledgeable, skilled, and professional staff who provide exceptional services for our clients.

We understand that this is a 24/7 support contract. Lowe staff will be an extension to the Public Works Department under the guidance of the Public Works Department. We have extensive experience providing these services in other cities in the metro Atlanta area. We will provide operational support and review services under this contract.

Thank you again for the opportunity to submit our qualifications. I am happy to help with any questions. I can be reached by phone at 205.222.1034 or email at sameer@loweengineers.com.

Sincerely,

A handwritten signature in black ink, appearing to read "Sameer Patharkar", with a stylized flourish at the end.

Sameer Patharkar, PE
Partner



**PROFESSIONAL SERVICES AGREEMENT
BETWEEN CITY OF SOUTH FULTON GA (OWNER) AND LOWE ENGINEERS, LLC
(ENGINEER)**

THIS IS AN AGREEMENT effective as of 07/05/2022 ("Effective Date") between **THE CITY OF SOUTH FULTON** ("Owner") and **LOWE ENGINEERS, LLC** ("Engineer").

Owner's Project, of which Engineer's services under this Agreement are a part, is generally identified as follows: Provide Project Management Consulting Services to The City of South Fulton Georgia ("Project").

Engineer's services under this Agreement are generally identified as follows: Traffic Engineering Project Management Services ("Services"). Please reference Exhibit A – Project Understanding.

Owner and Engineer further agree as follows:

1.01 Basic Agreement and Period of Service

- A. Engineer shall provide or furnish the Services set forth in this Agreement. If authorized by Owner, or if required because of changes in the Project, Engineer shall furnish services in addition to those set forth above ("Additional Services").
- B. Engineer shall complete its Services within the following specific time period commencing October 1, 2022 through September 30, 2023.
- C. If, through no fault of Engineer, such periods of time or dates are changed, or the orderly and continuous progress of Engineer's Services is impaired, or Engineer's Services are delayed or suspended, then the time for completion of Engineer's Services, and the rates and amounts of Engineer's compensation, shall be adjusted equitably.
- D. The period of contract runs from October 1, 2022 through midnight on September 30, 2023.

2.01 Payment Procedures

- A. *Invoices:* Engineer shall prepare invoices in accordance with its standard invoicing practices and submit the invoices to Owner on a monthly basis. Invoices are due and payable within 30 days of receipt. If Owner fails to make any payment due Engineer for Services, Additional Services, and expenses within 30 days after receipt of Engineer's invoice, then (1) the amounts due Engineer will be increased at the rate of one and one-half percent (1.5%) per month (or the maximum rate of interest permitted by law, if less) from

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said thirtieth day, and (2) in addition Engineer may, after giving seven days written notice to Owner, suspend Services under this Agreement until Engineer has been paid in full all amounts due for Services, Additional Services, expenses, and other related charges. Owner waives any and all claims against Engineer for any such suspension.

- B. *Payment:* As compensation for Engineer providing or furnishing Services and Additional Services, Owner shall pay Engineer as set forth in Paragraphs 2.01, 2.02 (Services), and 2.03 (Additional Services). If Owner disputes an invoice, either as to amount or entitlement, then Owner shall promptly advise Engineer in writing of the specific basis for doing so, may withhold only that portion so disputed, and must pay the undisputed portion.

2.02 *Basis of Payment—Hourly Rates Plus Reimbursable Expenses*

- A. Owner shall pay Engineer for Services as follows:

- 1. An amount equal to the cumulative hours charged to the Project by each class of Engineer's employees times negotiated hourly rates for each applicable billing class, plus reimbursement of expenses incurred in connection with providing the Services and Engineer's consultants' charges, if any.
- 2. Engineer's Standard Hourly Negotiated rates are attached as *Exhibit B*.

2.03 *Additional Services:* This contract does not include the option for Additional Services for the term of this agreement, i.e. October 1, 2022 through September 30, 2023.

3.01 *Termination*

- A. The obligation to continue performance under this Agreement may be terminated:

- 1. For cause,
 - a. By either party upon 30 days written notice in the event of substantial failure by the other party to perform in accordance with the Agreement's terms through no fault of the terminating party. Failure to pay Engineer for its services is a substantial failure to perform and a basis for termination.
 - b. By Engineer:
 - 1) upon seven days written notice if Owner demands that Engineer furnish or perform services contrary to Engineer's responsibilities as a licensed professional; or
 - 2) upon seven days written notice if the Engineer's Services are delayed for more than 90 days for reasons beyond Engineer's control, or as the result of the presence at the Site of undisclosed Constituents of Concern, as set forth in Paragraph 5.01.I.
 - c. Engineer shall have no liability to Owner on account of a termination for cause by Engineer.

- d. Notwithstanding the foregoing, this Agreement will not terminate as a result of a substantial failure under Paragraph 3.01.A.1.a if the party receiving such notice begins, within seven days of receipt of such notice, to correct its substantial failure to perform and proceeds diligently to cure such failure within no more than 30 days of receipt of notice; provided, however, that if and to the extent such substantial failure cannot be reasonably cured within such 30 day period, and if such party has diligently attempted to cure the same and thereafter continues diligently to cure the same, then the cure period provided for herein shall extend up to, but in no case more than, 60 days after the date of receipt of the notice.

2. For convenience, by Owner effective upon Engineer's receipt of written notice from Owner.

- B. In the event of any termination under Paragraph 3.01, Engineer will be entitled to invoice Owner and to receive full payment for all Services and Additional Services performed or furnished in accordance with this Agreement, plus reimbursement of expenses incurred through the effective date of termination in connection with providing the Services and Additional Services, and Engineer's consultants' charges, if any.

4.01 *Successors, Assigns, and Beneficiaries*

- A. Owner and Engineer are hereby bound and the successors, executors, administrators, and legal representatives of Owner and Engineer (and to the extent permitted by Paragraph 4.01.B the assigns of Owner and Engineer) are hereby bound to the other party to this Agreement and to the successors, executors, administrators, and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of this Agreement.
- B. Neither Owner nor Engineer may assign, sublet, or transfer any rights under or interest (including, but without limitation, money that is due or may become due) in this Agreement without the written consent of the other party, except to the extent that any assignment, subletting, or transfer is mandated by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement.
- C. Unless expressly provided otherwise, nothing in this Agreement shall be construed to create, impose, or give rise to any duty owed by Owner or Engineer to any Constructor, other third-party individual or entity, or to any surety for or employee of any of them. All duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of Owner and Engineer and not for the benefit of any other party.

5.01 *General Considerations*

- A. The standard of care for all professional engineering and related services performed or furnished by Engineer under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. Engineer makes no warranties, express or implied, under this Agreement or otherwise, in connection with any services performed or furnished by Engineer. Subject to the foregoing standard of care, Engineer and its consultants may use or rely upon design elements and information ordinarily or customarily furnished by others, including, but not limited to, specialty contractors, manufacturers, suppliers, and the publishers of technical standards.

- B. Engineer shall not at any time supervise, direct, control, or have authority over any Constructor's work, nor shall Engineer have authority over or be responsible for the means, methods, techniques, sequences, or procedures of construction selected or used by any Constructor, or the safety precautions and programs incident thereto, for security or safety at the Project site, nor for any failure of a Constructor to comply with laws and regulations applicable to such Constructor's furnishing and performing of its work. Engineer shall not be responsible for the acts or omissions of any Constructor.
- C. Engineer neither guarantees the performance of any Constructor nor assumes responsibility for any Constructor's failure to furnish and perform its work.
- D. Engineer's opinions (if any) of probable construction cost are to be made on the basis of Engineer's experience, qualifications, and general familiarity with the construction industry. However, because Engineer has no control over the cost of labor, materials, equipment, or services furnished by others, or over contractors' methods of determining prices, or over competitive bidding or market conditions, Engineer cannot and does not guarantee that proposals, bids, or actual construction cost will not vary from opinions of probable construction cost prepared by Engineer. If Owner requires greater assurance as to probable construction cost, then Owner agrees to obtain an independent cost estimate.
- E. Engineer shall not be responsible for any decision made regarding the construction contract requirements, or any application, interpretation, clarification, or modification of the construction contract documents other than those made by Engineer or its consultants.
- F. The Engineer grants its construction review personnel no authority to make any changes to contract documents. All changes, without exception, must be approved by the client.
- G. Unless specified differently elsewhere in this contract, the Client and their project managers, agents, and representatives accept all responsibility for supervision, management, direction, inspection and review of all construction surveys and staking performed by the Engineer. The Client further accepts responsibility to notify the Engineer within 48 hours of any suspected errors or omissions. The Engineer agrees to promptly investigate and replace if necessary, and construction staking found to be in error or omitted; however, the Engineer in no way accepts liability for construction activity costs that result from these errors and/or omissions.
- H. Unless otherwise agreed, Client shall provide free and unrestricted right-of-entry to the land owned or controlled by the Client and that the Client will indemnify and hold Engineer harmless from any damages, losses, cost, expense, or liability including attorney's fees, by reason of the failure of the Client to be possessed with the means of unrestricted ingress and egress to and from the property as well as any failure of title in Client as to the property which Client has warranted that it owns or over which it has control. Engineer will take reasonable precautions to minimize damage to the land caused by their equipment. However, unless otherwise agreed, the Basis of Payment as set forth in Paragraph 2.02 does not include the cost of restoration or damage which may result from the Engineer's operations. If Client desires the Engineer to restore the land to its former condition, we will comply and add the cost to the fee, unless the damage is caused by the Engineer's or its employees' negligence or willful misconduct, in which event Engineer shall pay for such restoration.
- I. All documents prepared or furnished by Engineer are instruments of service, and Engineer retains an ownership and property interest (including the copyright and the right of reuse) in such documents, whether or not the Project is completed. Owner shall have a limited license to use the documents on the

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Project, extensions of the Project, and for related uses of the Owner, subject to receipt by Engineer of full payment due and owing for all Services and Additional Services relating to preparation of the documents and subject to the following limitations:

1. Owner acknowledges that such documents are not intended or represented to be suitable for use on the Project unless completed by Engineer, or for use or reuse by Owner or others on extensions of the Project, on any other project, or for any other use or purpose, without written verification or adaptation by Engineer;
 2. any such use or reuse, or any modification of the documents, without written verification, completion, or adaptation by Engineer, as appropriate for the specific purpose intended, will be at Owner's sole risk and without liability or legal exposure to Engineer or to its officers, directors, members, partners, agents, employees, and consultants;
 3. Owner shall indemnify and hold harmless Engineer and its officers, directors, members, partners, agents, employees, and consultants from all claims, damages, losses, and expenses, including attorneys' fees, arising out of or resulting from any use, reuse, or modification of the documents without written verification, completion, or adaptation by Engineer; and
 4. such limited license to Owner shall not create any rights in third parties.
- J. The location of existing underground utilities is shown in an approximate way only. The Client or his Contractor shall determine the exact location of all existing utilities before commencing work. The Client agrees to be fully responsible for any and all damages which might be occasioned by failure of the Client or his Contractors to exactly locate and preserve any and all underground utilities.
- K. On maps compiled by the Engineer using photogrammetric methods, contours portrayed as dashed or broken lines represent areas of dense vegetation and should be considered approximate. Unless noted otherwise, mapping has not been field verified. Prior to use as a basis for design and/or construction, mapping must be field verified.
- L. From time to time the Engineer may provide the Client with preliminary working drawings, sketches, opinions of probable cost, draft specifications, etc. These documents may or may not be labeled "Preliminary". The Client should not under any circumstances use this information as if it were final. Preliminary documents have not been reviewed and may change substantially prior to final submittal.
- M. Owner and Engineer may transmit, and shall accept, Project-related correspondence, documents, text, data, drawings, information, and graphics, in electronic media or digital format, either directly, or through access to a secure Project website, in accordance with a mutually agreeable protocol.
- N. To the fullest extent permitted by law, Owner and Engineer (1) waive against each other, and the other's employees, officers, directors, members, agents, insurers, partners, and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to this Agreement or the Project, and (2) agree that Engineer's total liability to Owner under this Agreement shall be limited to \$25,000.00 or the total amount of compensation received by Engineer, whichever is greater.

- O. The parties acknowledge that Engineer's Services do not include any services related to unknown or undisclosed Constituents of Concern. If Engineer or any other party encounters, uncovers, or reveals an unknown or undisclosed Constituent of Concern, then Engineer may, at its option and without liability for consequential or any other damages, suspend performance of Services on the portion of the Project affected thereby until such portion of the Project is no longer affected, or terminate this Agreement for cause if it is not practical to continue providing Services.
- P. Owner and Engineer agree to negotiate each dispute between them in good faith during the 30 days after notice of dispute. If negotiations are unsuccessful in resolving the dispute, then the dispute shall be mediated. If mediation is unsuccessful, then the parties may exercise their rights at law.
- Q. This Agreement is to be governed by the law of the State of Georgia in a court of law with venue in Fulton County, Georgia.
- R. Engineer's Services and Additional Services do not include: (1) serving as a "municipal advisor" for purposes of the registration requirements of Section 975 of the Dodd-Frank Wall Street Reform and Consumer Protection Act (2010) or the municipal advisor registration rules issued by the Securities and Exchange Commission; (2) advising Owner, or any municipal entity or other person or entity, regarding municipal financial products or the issuance of municipal securities, including advice with respect to the structure, timing, terms, or other similar matters concerning such products or issuances; (3) providing surety bonding or insurance-related advice, recommendations, counseling, or research, or enforcement of construction insurance or surety bonding requirements; or (4) providing legal advice or representation.

6.01 *Total Agreement*

- A. This Agreement (including any expressly incorporated attachments), constitutes the entire agreement between Owner and Engineer and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.
- B. In the event that any provision of this Agreement is found to be unenforceable, all other provisions shall remain in full force and effect.

7.01 *Definitions*

- A. *Constructor*—Any person or entity (not including the Engineer, its employees, agents, representatives, and consultants), performing or supporting construction activities relating to the Project, including but not limited to contractors, subcontractors, suppliers, Owner's work forces, utility companies, construction managers, testing firms, shippers, and truckers, and the employees, agents, and representatives of any or all of them.
- B. *Constituent of Concern*—Asbestos, petroleum, radioactive material, polychlorinated biphenyls (PCBs), hazardous waste, and any substance, product, waste, or other material of any nature whatsoever that is or becomes listed, regulated, or addressed pursuant to (a) the Comprehensive Environmental Response, Compensation and Liability Act, 42 U.S.C. §§9601 et seq. ("CERCLA"); (b) the Hazardous Materials Transportation Act, 49 U.S.C. §§5101 et seq.; (c) the Resource Conservation and Recovery Act, 42 U.S.C. §§6901 et seq. ("RCRA"); (d) the Toxic Substances Control Act, 15 U.S.C. §§2601 et seq.; (e) the Clean Water Act, 33 U.S.C. §§1251 et seq.; (f) the Clean Air Act, 42 U.S.C. §§7401 et seq.; or (g) any other federal, State, or local statute, law, rule, regulation, ordinance, resolution, code, order, or decree regulating,

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relating to, or imposing liability or standards of conduct concerning, any hazardous, toxic, or dangerous waste, substance, or material.

8.01 *Attachments:*

Exhibit B— Project Understanding

Exhibit c— Engineer’s City of South Fulton GA Negotiated Fees

IN WITNESS WHEREOF, the parties hereto have executed this Agreement, the Effective Date of which is indicated on page 1.

Owner: **The City of South Fulton**

Engineer: **Lowe Engineers, LLC**

By: _____

By: _____

Print name:

Print name: **Sameer Patharkar, PE**

Title: _____

Title: **Partner**

Date Signed: _____

Date Signed: **07/05/2022**

Address for Owner's receipt of notices:

City of South Fulton

5440 Fulton Industrial Blvd, SW

Atlanta, GA 30336

Address for Engineer's receipt of notices:

Lowe Engineers, LLC

990 Hammond Drive, Suite 900

Atlanta, Georgia 30328

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Project Understanding

We understand the City of South Fulton is looking for a consultant to provide 24/7 traffic engineering support in various capacities. The City expects the consultant to have traffic engineering and maintenance expertise in reviewing and adjusting signal timing, troubleshooting signals, and reviewing traffic plans and traffic studies. The City requires that the consultant provide an on-site Professional Engineer, licensed in the State of Georgia. Staffing, subject to the Director of Public Works' approval, shall be adequate to perform the duties and functions during normal business hours and on-call after hours. The Consultant shall be an extension of the City staff and will report to the Public Works Director.

Some of the duties will include the following:

- Attend regular and special-called council meetings, as required. Prepare presentation materials and/or make presentations on technical topics of interest to the city. Attend townhall and neighborhood meetings, as requested. Meetings outside work hours are an expected part of this assignment.
- The consultant shall review signal design and ATMS plans, Traffic Impact Studies, Safety Studies, Developments of Regional Impacts, and other traffic studies submitted by developers/contractors for new developments in the City for the Community Development Regulatory Affairs (CDRA) Department.
- The consultant shall provide traffic analysis for the Traffic Calming Program and other Traffic engineering study requests.
- Review traffic studies that are submitted as part of capital projects.
- Maintain and assist in developing an inventory of speed, traffic volume, and crash data.
- Inspect signal timings and adjust as required. Oversee minor repairs and timing adjustments.
- Prepare and maintain an inventory of all City traffic devices and make recommendations based on the City's current and future needs.
- Review the connectivity between signals and prepare a plan to connect all signals to a centralized TCC. This TCC plan will be implemented over time as budget allows.
- Signs and Pavement Markings – Review and approve the installation of pavement markings by the City's contractor based on a priority basis as needed excluding private streets. Keep an inventory of signs across the City. Signs should be checked for proper location, condition, and reflectivity (Will reflectivity be checked by contractor or our staff – I have seen specialty type equipment used for this and/or it could involve nighttime reviews). All signs should meet requirements recommended by the MUTCD. Make recommendations to change signs over time as budget allows.
- Coordination with Other Agencies - Coordinate with Fulton County, Georgia Department of Transportation (GDOT), Atlanta Regional Commission (ARC), SigOps, other municipalities, state, federal and other agencies regarding future and existing capital projects, project funding, and transportation planning issues. Attend related meetings as necessary.
- Emergency Response – Routing information during emergency situations to the appropriate parties and coordinating with appropriate response team to ensure timely response with minimal disruption to daily operations of signal network. The consultant understands that this is a 24/7 support contract.
- Vendor/ Contractor/ Maintenance Team Management – Manage, coordinate, and overlook daily activities related to contractors, vendors, and maintenance team. This will include spot checking of work orders issued to City's contracted maintenance vendor.

- Bidding Assistance – Assist the Public Works Director in preparing RFPs/ RFQs and in general provide assistance through the bidding process

The consultant shall also be responsible for:

- Addressing citizen complaints and inquiries on traffic related issues
- Coordinating with SigOps on setting up and maintaining communications of all traffic signals and monitor for notifications of malfunctioning.
- Traffic signal management, planning, and engineering
- Emergency preparedness and response
- Coordination with GDOT, SigOps consultants, and neighboring jurisdictions as needed for the timing and control of traffic signals
- Identifying and performing other traffic signal and control system responsibilities where the consultant may foresee needs
- Proper maintenance of all street signs within the city, which shall include the cleaning, repair, replacement, and removal of existing signs and installation of new signs.
- A sign inventory, their locations, current conditions, and associated work orders shall be stored on a city asset management tool.
- Review and process applications for new streetlights

Typical maintenance activities to be undertaken by City's contractor shall include but not limited to the following activities:

- Replacing signal lamps
- Repairing pedestrian push button
- Troubleshooting, repairing, and replacing signal equipment
- Troubleshooting and replacing inductive loop and video detection
- Replacing damaged cabinets and signal poles
- Marking signal communication lines in response to 811 utilities locate ticket requests
- Troubleshooting and repairing signal fiber communication
- Providing traffic control in accordance with the Manual on Uniform Traffic Control Devices (MUTCD)
- Others, as may be required

Capital and TSPLOST Projects

Program/Project Management

- Assist City staff in developing priorities for the capital program, to include adjusting the program to add projects as they are identified.
- Develop a program management plan for all projects.
- Maintain the budget and schedule; this includes establishment of project management protocol on appropriate software and detail for management and coordination of all managed projects.
- Provide detailed forecasting and reporting to the Public Works Director on performance, deadlines, and budgetary considerations, including estimations of post-construction maintenance costs for City staff consideration.
- Coordination with the City's annual budget process, long-term capital improvement planning, and applicable grants administration.

- Coordination and management of all project phases, completion of design, engineering, environmental considerations, utilities, permitting, bidding, procurement, construction through contract closeout, and financial reporting of improved capital assets.
- Assistance with grant administration and compliance through entire lifecycle of grant.
- Responsible for providing weekly updates to the Public Works Director, as well as quarterly and ad hoc reports to the Mayor and City Council.
- Construction inspection services, either directly or through coordination thereof, on behalf of the City.
- Work with City staff to provide communication to the public regarding project status; prepare and attend city council workshops, meetings and other applicable public hearings; articulate program accomplishments to the Public Works Director, City staff, Mayor and City Council, and public; provide up-to-date information on program development to Public Information Officer and City public relations team to be included on City's website and other communication platforms.
- Must have ability to render services five (5) days per week with on-call services available up to seven (7) days per week, if needed.

Pre-Construction Services

- Pre-construction contractor management in areas such as engineering, architecture, landscape architecture, land surveying, environmental compliance, technical management, and administrative services. Additionally, the selected project management firm will provide qualified technical and professional personnel to perform to City standards and procedures as assigned. The City may elect to expand, reduce, or delete the extent of each work element listed below or add work elements as needed:
- Expected to offer recommendations on scheduling and phasing of projects.
- Provide coordination and support of permit applications; must have the ability to coordinate, negotiate and resolve all issues with permitting agencies.
- Provide coordination of structural reviews, manage independent reviews of designs of buildings, major retaining walls, etc. to verify design integrity, cost-effectiveness, and conformity to current design.
- Provide utility coordination for all projects. Expected to identify and manage utility conflicts early in the project lifecycle to avoid or minimize cost to the City or to avoid schedule delays.
- Coordinate engineering support for limited construction plans and bid documents for minor projects including, but not limited to, drainage improvements, sidewalks, etc.

Construction Services

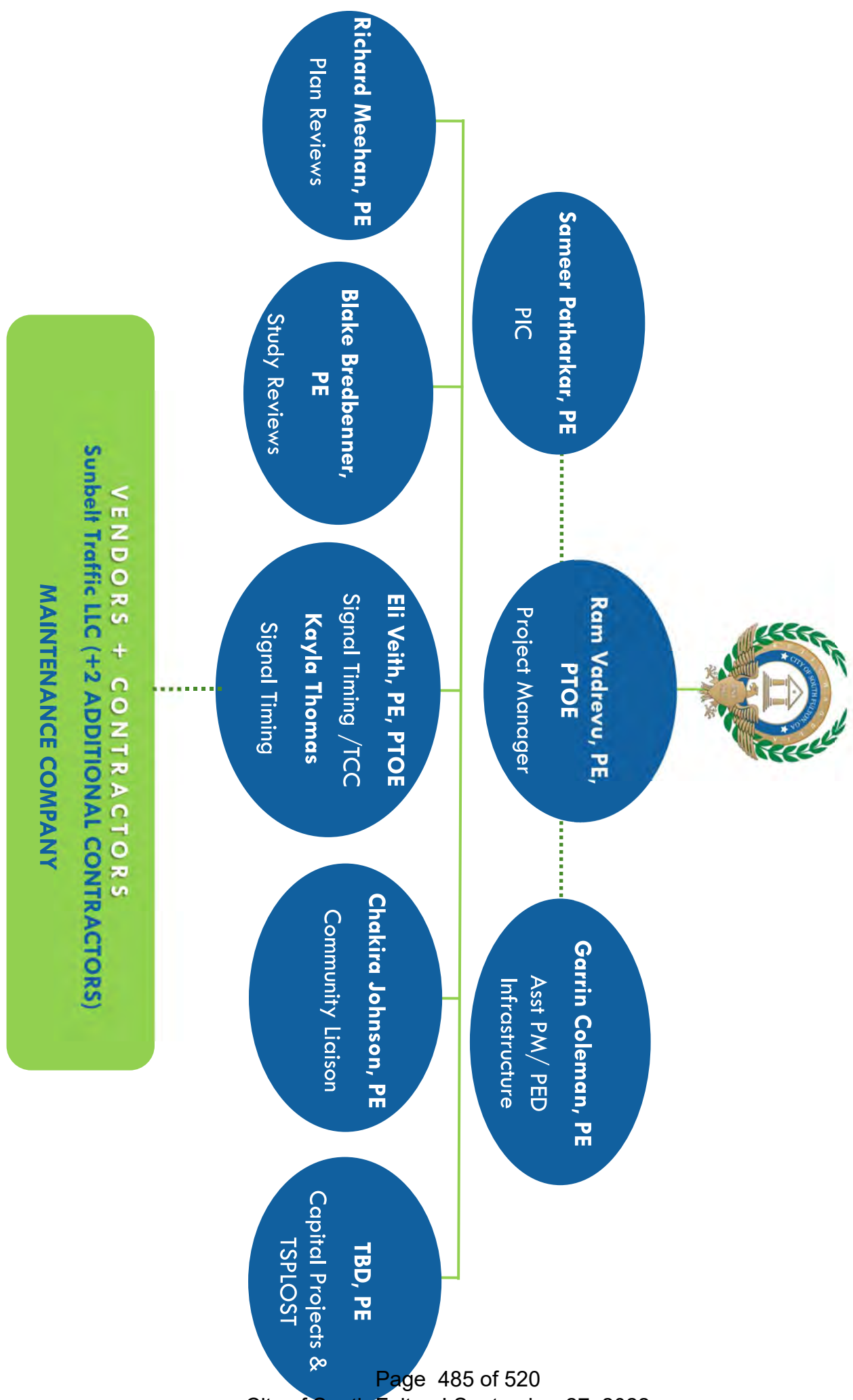
- Responsible for construction management of the entirety of managed programs and/or projects, including change order management, contractor management, administration, construction, engineering, inspection and management of materials, and compliance with city codes, standards and procedures as well as close out services for all projects that meet the standards of any grant awards. Additional construction services will include the following:
- Prepare or validate construction cost estimates based on preliminary plans and prepare final estimates for engineers along with cost comparisons.
- Prepare and/or review bid documents and manage bid process for all projects. Responsible for ensuring compliance to all applicable federal, state, and local procurement laws.

- Schedule and conduct pre-construction conferences with contractors, utilities, and other appropriate parties.
- Receive, review, and archive all submittals, including schedules, shop drawings, engineering and architectural plans, and erosion control plans.
- Provide experienced project staff whose duties will include day-to-day decisions on plans, construction acceptability, direction to the contractor's superintendent, and supervision and assignment of inspection and testing personnel.
- Maintain detailed and accurate records of contractors' operations and significant events that affect work; will also be required to input all documents and activities into a designated FTP site or cloud-based software that will be made available for City staff to inspect during project(s) construction phase.
- Provide complete contract administration, management, and documentation of the projects, including providing and maintaining all emails, letters, submittals, reports, resolution of problems, etc.; these records shall be provided to the City during project closeout.
- Assist City staff in responding to all public inquiries during design and construction.

Post-Construction Closeout

- Provide City with all necessary documentation and records of program activities, including all audit records.
- Provide all operation manuals and guarantees associated with Capital program.
- Provide City with all as-built and record drawings associated with Capital program.
- Ensure all warranty management related items have been satisfied.
- Notify appropriate agencies (GDOT, etc.) of project close, and provide agencies with all necessary/required documentation and final payments to fully closeout project.
- It is expected that the City is provided with a completed project closeout package including all the necessary documentation and activities listed above.
- Convene a final program management closeout meeting with City staff; all projects documents will be provided to the City during this meeting.

Organization Chart



Individual Roles

Ram Vadrevu, PE, PTOE has over 20 years of experience and will be the day-to-day contact. Ram will spend a minimum of three days per week at the City office. His primary duties will include the following:

- Be on-call 24/7
- Receive complaints/ requests from the call center or via the City website and disseminate information to the appropriate parties for solutions.
- Manage contractors for emergency and non-emergency situations during business and non-business hours
- Proactively create inventories for signing and marking deficiencies, controller deficiencies, traffic data, and safety/ crash data
- Attend meetings and assist in coordination between GDOT, SigOps, and adjoining cities
- Assist the Public Works Director in creating budgets

Sameer Patharkar has over 20 years of experience and will serve as the principal-in-charge.

Richard Meehan has over 30 years of experience related to roadway design, traffic signal design, and ATMS design. He is well versed with GDOT standards. Richard will serve as the Design Review lead.

Blake Bredbenner, PE has 10 years of experience in traffic engineering. He will be the Studies Review lead. He will also work on projects whenever required. These projects could include but will not be limited to impact studies, intersection analysis, turn lane warrants, safety projects, signal warrants, and roundabout analysis.

Eli Veith, PE, PTOE has over 20 years of experience in traffic operations in the public and private sector. Eli will assist in daily operations requirements. Eli will also assist in making recommendations for new technology and equipment. Eli will perform signal timing tasks and maintenance along with the contractors. Within funding limits, building a temporary makeshift TCC with an eye towards a fully operationally sophisticated TCC will be one of his goals.

Kayla Thomas has over 5 years of experience and has worked on RTOP corridors for three years. She will assist Eli with signal timing tasks.

Chakira Johnson has over 20 years of experience and has served as a council woman for a local city for 12 years. She will attend council meetings and will assist with public information meetings and citizen outreach programs

Hari Karikaran, PE has over 25 years of experience and has served in several capacities at various cities and counties. He will play a dual role as an Assistant PM (and back-up to the PM/ daily POC) and overlook infrastructure projects related to pedestrians and bicyclists.

Garrin Coleman, PE has over 20 years of experience working for local city and county governments and also for the public sector. He will be responsible for handling the traffic engineering portion of capital projects and oversee the construction aspect of it.

Workflow

The Project Manager and daily point-of-contact, Ram, will play a pivotal role in the success of this contract. Most tasks will flow to the appropriate stakeholders through him. The PM must decide the workflow based on whether it is during normal business hours or non-business hours. The PM must assess the situation and determine if it is an emergency or a non-emergency. In addition to that the PM will categorize it as operational and non-operational. Based on the categories the PM will assign the tasks to appropriate people. Purchase orders will be created for all service calls to keep a log of work performed and completed.

We anticipate work orders being created from five different sources:

- Call center/ City website
- Community Development Regulatory Affairs (CDRA)
- In-house list by Public Works Director/ PM
- Regular Maintenance
- Capital projects

Call Center/ Website

When a call is received from the call center or via the website during normal business hours, the PM will determine the urgency of the call and determine if it is operational or non-operational. If it is operational, the PM will visit the site along with a technician to determine if it can be fixed on site. If contractor services are required, the PM will contact the contractor and upon accepting the pre-determined pricing will request services to be performed immediately. Usually, non-operational related projects are lower on the emergency list. The PM can resolve the issues over time.

If a call is received after normal business hours, the PM will call the contractors on the list and request services. If the services required are not urgent in nature, the PM will request contractor services the following day. If any services can be resolved by Eli, contractor services will not be requested.

Community Development Regulatory Affairs (CDRA)

Most task orders from CDRA are anticipated to be reviews for LDP permits. This could include traffic impact studies, Development of Regional Impact (DRI) studies, or signal/ ATMS design plans. Once these are received, the PM will assign those to either Blake Bredbenner (study reviews) or Richard Meehan (design reviews). Once the comments are received back, the PM may sit down with CDRA and the developer to discuss these.

The PM will create an inventory of deficiencies around the City and with assistance and guidance from the Public Works Director determine a plan to execute the projects. Some of these deficiencies could require in-house analysis and design. The PM will assign those duties to Richard Meehan or Blake Bredbenner as deemed appropriate.

Regular Maintenance

With several traffic devices across the City, a regular maintenance is required. Any tickets regarding maintenance issues will be tackled by the PM. The PM will determine the appropriate response and

assign the task to the contractor. The PM will also periodically overlook the work performed by the maintenance company for school flashers

Capital Projects

The City has several capital projects under construction and in the process of letting. The PM may determine that reviews for certain projects may be necessary. The PM will assign those duties to Richard Meehan or Blake Bredbenner as deemed appropriate.

TSPLOST Projects

The City can take advantage of voter approved TSPLOT (Transportation Special Purpose Local Options Sales Tax) funds for projects. Traditionally TSPLOST projects are as a source of funding for Capital Projects. TSPLOST allocates up to a 1% sales tax and the capital outlays are intended for transportation purposes. Projects on the 2022 TSPLOST Project List included over \$545 million in transportation infrastructure investment over the next 5 years across North in South Fulton. Project categories include

- Pedestrian, Bike, Streetscape & Landscape Projects
- Congestion Relief & Roadway projects
- Maintenance & Safety Improvements
- Bridges
- Quick Response Project Funding

Other Services

Budget and Schedule

Lowe will assume complete responsibility in developing and maintaining budgets and schedules for all projects as well as an overall budget and schedule. We utilize Microsoft Project or any other City-desired software to accomplish this. Our software is collaborative and has an issue tracking system, integrated scheduling, overall program reporting, resource and document management, workflow systems, forecasting and reporting and analyses. The software can be web-based for easy access by interested parties. It will provide functionality for multiple funding sources, varying with cash flow and change management

City Systems and Software

Lowe will utilize, coordinate with, provide data entry and/or data loading, and verification of City scheduling, project management, and limited financial systems so that accurate, up-to-date management information is available for City Staff and consultant team members. Lowe may also recommend enhancements to and/or other programs to maximize system productivity and eliminate redundancies.

Microsoft Project

Microsoft Project is the project management software that Lowe uses to manage tasks. It tracks projects so they stay on schedule and handles budgets to make sure we complete the project on budget. We use the software to handle labor, such as who is working on what project, as well as manage and measure how effective the time spent is. We can also use it to handle financials and resources. Budgets created before the project can be monitored and analyzed, along with the resources used, to make work on the



LOWE ENGINEERS, LLC
South Fulton Budget

Work Days in Month				Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	2022 -2023
				21	19	20	21	19	23	20	22	22	20	23	20	250
Rate	Role	Anticipated Utilization														
210.00	PIC	15%	Sameer Patharkar, PE	5,292	4,788	5,040	5,292	4,788	5,796	5,040	5,544	5,544	5,040	5,796	5,040	63,000
123.31	Study Reviews/ Analysis	18%	Blake Bredbenner, PE	3,729	3,374	3,551	3,729	3,374	4,084	3,551	3,906	3,906	3,551	4,084	3,551	44,391
210.00	Design Reviews	5%	Richard Meehan, PE	1,764	1,596	1,680	1,764	1,596	1,932	1,680	1,848	1,848	1,680	1,932	1,680	21,000
84.38	Signal Timing	30%	Kayla Thomas	4,253	3,848	4,050	4,253	3,848	4,658	4,050	4,455	4,455	4,050	4,658	4,050	50,625
186.06	Signal Timing, TCC	50%	Eli Veith, PE, PTOE	15,629	14,140	14,885	15,629	14,140	17,117	14,885	16,373	16,373	14,885	17,117	14,885	186,057
155.76	Council/ Public Meetings	10%	Chakira Johnson, PE	2,617	2,368	2,492	2,617	2,368	2,866	2,492	2,741	2,741	2,492	2,866	2,492	31,153
210.00	PED Infrastructure	10%	Garrin Coleman, PE	3,528	3,192	3,360	3,528	3,192	3,864	3,360	3,696	3,696	3,360	3,864	3,360	42,000
150.00	PM (Capital and TSP/LOST)	100%	TBD, PE	25,200	22,800	24,000	25,200	22,800	27,600	24,000	26,400	26,400	24,000	27,600	24,000	300,000
162.27	PM (Traffic)	70%	Ram Vadrevu, PE, PTOE	19,083	17,266	18,174	19,083	17,266	20,900	18,174	19,992	19,992	18,174	20,900	18,174	227,178
				81,094	73,371	77,232	81,094	73,371	88,817	77,232	84,956	84,956	77,232	88,817	77,232	965,404

* Contractors will be billed separately based on the POs generated

*This estimate is for budget purposes and could vary each month

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: 8:18 p.m. Second Read and Request Council Approval of An Ordinance To Amend The City of South Fulton Zoning Ordinance For The Purpose Of Amending The Regulations Related To Fastening Bills, Advertisements, Notices To Poles and Trees, And Signs In Rights-Of-Way;

DATE: September 27, 2022

SUBJECT: 8:18 p.m. Second Read and Request Council Approval of An Ordinance To Amend The City of South Fulton Zoning Ordinance For The Purpose Of Amending The Regulations Related To Fastening Bills, Advertisements, Notices To Poles and Trees, And Signs In Rights-Of-Way;

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
Ordinance - Signs in the Right of Way - Amendment	Cover Memo	9/23/2022
COSF Memorandum FIS Signs in the Right of Way Ordinance	Cover Memo	9/23/2022

STATE OF GEORGIA
COUNTY OF FULTON
CITY OF SOUTH FULTON

ORD2022-_____

AN AMENDED ORDINANCE TO AMEND THE CITY OF SOUTH FULTON ZONING ORDINANCE FOR THE PURPOSE OF AMENDING THE REGULATIONS RELATED TO FASTENING BILLS, ADVERTISEMENTS, NOTICES TO POLES AND TREES, AND SIGNS IN RIGHTS-OF-WAY; AND FOR OTHER LAWFUL PURPOSES.

(Sponsored by Councilmember Rowell)

WHEREAS, The City of South Fulton ("City") is a municipal corporation duly organized and existing under the laws of the State of Georgia;

WHEREAS, The duly elected governing authority of the City is the Mayor and Council thereof ("City Council");

WHEREAS, Pursuant to City Charter Section 3.10 (b), the City Council is authorized to adopt ordinances and amendments it deems necessary, expedient, or helpful for the health, welfare, safety, comfort and well-being of the inhabitants of the City; and

WHEREAS, This Ordinance is in the best interests of the health and general welfare of the City, its residents and general public.

THE CITY COUNCIL OF THE CITY OF SOUTH FULTON HEREBY ORDAINS as follows:

Section 1. That Section 15-2005 of Chapter 2 (Offenses Involving Property Rights) of Title 15 (Criminal Offenses) which currently reads as follows:

"Sec. 15-2005. - Fastening bills, advertisements, notices to poles and trees.

(a) It shall be unlawful for any person to:

(1) Paste or, in any other manner, fasten any bills, signs, advertisements, or any other notice to any telephone, electric light or telegraph pole, or any shade tree in the city; or

(2) Place, mount, or otherwise post any bills, signs, advertisements, or any other notice in the right of way of a public highway, road, or street.

(b) Election campaign signs are exempt from this code section."

be amended to read as follows:

"Sec. 15-2005. - Fastening bills, advertisements, notices to poles and trees; signs in rights-of-way.

- (a) It shall be unlawful for any person to:
 - (1) Paste or, in any other manner, fasten any bills, signs, advertisements, or any other notice to any telephone, electric light or telegraph pole, or any shade tree in the city; or
 - (2) Place, mount, or otherwise post any bills, signs, advertisements, or any other notice in the right of way of a public highway, road, or street.
- (b) Any signs found upon any public property, not in compliance with this section, may be removed by the city. The person(s) responsible for causing the unlawful sign to be placed on any public property may be held responsible for the cost of removal. These persons shall include, but are not limited to, any individuals or businesses whose advertisement, message or information appears on or is contained in any sign or notice unlawfully placed on public property.
- (c) Any person violating this section shall receive a citation. The citation shall state the date, location, and brief description of the violation. The citation penalty may be paid prior to the assigned court date, in the amount of \$100.00 per violation to cover the removal of the unlawfully placed sign. Payment may be made as directed by the citation. Upon a third, and subsequent, violation, the person cited must appear in court.
- (d) No individual or business shall receive a citation for violation of this section unless such individual or business has been notified of said violation and provided 24 hours from the time of notification to remove the offending sign(s). This subsection shall only apply if the individual or business responsible for the sign is identifiable from the content of the sign, and the City has access to publicly available contact information for the responsible individual or business. Notice can be made via phone call or electronic mail, and it is not a requirement that the party subject to the notification acknowledge receipt. Proof of notification by the City, either through testimony or documentary evidence, shall be sufficient to satisfy the notification requirement.
- (e) Any person violating this section shall be subject to one or more of the following penalties:
 - (1) A fine not to exceed \$1,000.00 upon appearance before the judge of the municipal court, for each unlawfully placed sign or special event sign;
 - (2) Incarceration for a term not exceeding five days.
- (f) Nothing in this section shall apply to the installation of the following:

- (1) Metal plaques or plates commemorating a historical, cultural or artistic event, location or personality;
- (2) Signage identifying licensed franchisees of the city or indicating the presence of workers of permitted utilities and their facilities or equipment within or immediately adjacent to the right-of-way;
- (3) Signage identifying or directing vehicular or pedestrian traffic to or from property immediately adjacent to the signage when displayed on structures under the ownership or control of the property owner or lessee;
- (4) Signage providing public transportation information;
- (5) Signage providing direction to governmental facilities, hospitals or houses of worship;
- (6) Signage affixed pursuant to permits issued by governmental entities having authority to do so;
- (7) Signage used to provide for the safety of individuals using the public right-of-way or immediately adjacent property;
- (8) Commercial advertisements which are displayed in and on bus shelters in conformance with the requirements of O.C.G.A. § 32-6-51."

Section 2. It is hereby declared to be the intention of the Mayor and Council that: (a) All sections, paragraphs, sentences, clauses and phrases of this Ordinance are or were, upon their enactment, believed by the City Council to be fully valid, enforceable and constitutional.

(b) To the greatest extent allowed by law, every section, paragraph, sentence, clause or phrase of this Ordinance is severable from every other section, paragraph, sentence, clause or phrase of this Ordinance. No section, paragraph, sentence, clause or phrase of this Ordinance is mutually dependent upon any other section, paragraph, sentence, clause or phrase of this Ordinance.

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

Section 3. All Ordinances and parts of Ordinances in conflict herewith are hereby expressly repealed.

Section 4. The City Attorney, City Clerk and contracted City Codifier are authorized to make non-substantive formatting and renumbering edits to this ordinance for proofing, codification, and supplementation purposes. The final version of all ordinances shall be filed with the clerk.

Section 5. The effective date of this Ordinance shall be the date of adoption unless provided otherwise by the City Charter or state and federal law.

[signatures and voting tabulations appear on the following page]

GOVERNMENT OF THE CITY OF SOUTH FULTON

TAMMI SADDLER JONES
CITY MANGER



Karen Slaton-Dixon
FINANCE DIRECTOR

MEMORANDUM

TO: Corey Adams, City Clerk

FROM: Karen Slaton-Dixon, Finance Director *KSD*

DATE: July 28, 2022

SUBJECT: Signs in the Right-of-Way Ordinance

CONCLUSION

No direct funds are being requested nor have any direct funds been allocated in the FY22 budget to cover any known expenses.

BACKGROUND

The city desires to amend the City of South Fulton Zoning Ordinance for the purpose of amending the regulations related to fastening bills, advertisements, notices to poles and trees, and signs in rights-of-way.

FINANCIAL IMPACT

The ordinance as written would not have a financial impact on the FY22 budget. In the future, with the imposed fine, potentially there is the possibility of an increase in fine fees collected.

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: 8:23 p.m. Second Read and Request Council Approval of An Ordinance To Amend The City Of South Fulton Zoning Ordinance For The Purpose Of Amending The Regulations Related To Solid Waste Transfer Stations

DATE: September 27, 2022

SUBJECT: 8:23 p.m. Second Read and Request Council Approval of An Ordinance To Amend The City Of South Fulton Zoning Ordinance For The Purpose Of Amending The Regulations Related To Solid Waste Transfer Stations

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
Transfer Station Text Amendment Ordinance 7-27 v3	Cover Memo	9/23/2022
COSF Memorandum FIS Transfer Text Amendment Ordinance	Cover Memo	9/23/2022

AN ORDINANCE TO AMEND THE CITY OF SOUTH FULTON ZONING ORDINANCE FOR THE PURPOSE OF AMENDING THE REGULATIONS RELATED TO SOLID WASTE TRANSFER STATIONS; AND FOR OTHER LAWFUL PURPOSES.

(Sponsored by Councilmember Rowell)

WHEREAS, the City of South Fulton ("City") is a municipal corporation duly organized and existing under the laws of the State of Georgia; and

WHEREAS, the duly elected governing authority of the City is the Mayor and Council thereof ("City Council"); and

WHEREAS, pursuant to City Charter Section 3.10 (b), the City Council is authorized to adopt ordinances and amendments it deems necessary, expedient, or helpful for the health, welfare, safety, comfort and well-being of the inhabitants of the City; and

WHEREAS, the Mayor and City Council of the City of South Fulton finds that this text amendment to the City of South Fulton Zoning Ordinance is in the best interest of the public health, safety, and welfare.

THE CITY COUNCIL OF THE CITY OF SOUTH FULTON HEREBY ORDAINS as follows:

Section 1. That Section 302.44 of Section 302 (Restrictions on Principle Uses) of Appendix C (Zoning) be amended, in full, to read as follows:

"Sec. 302.44. - Transfer station, solid waste.

A transfer station must comply with the "Rules of the Georgia Department of Natural Resources, Environmental Protection Division, § 391-3-4, Solid Waste Management," effective June 27, 1993, and as amended.

The following conditions must be met:

- (a) A plat and legal description shall be provided to the Director of Community Development and Regulatory Affairs along with the Special Use permit application. The applicant shall submit to the city the design and operation plans of the transfer station facility once they are approved by the state.
- (b) No access shall be allowed from local roads or minor arterials, as defined in this Ordinance.
- (c) Access streets shall be paved and shall be able to withstand maximum load

limits established by the State of Georgia as approved by the Director of Public Works. A stop sign shall be erected and maintained by the owner/operator at all egress roads from the transfer station. Under no circumstances shall trucks use private drives or private access routes to or from the applicants' property that are within 300 feet of any residence.

- (d) Truck traffic shall be restricted to roads of sufficient strength and width, with either a turning lane or four lanes.
- (e) No portion of a new transfer station shall be located within a three-mile radius of the property lines of an existing transfer station.
- (f) The facility shall not be located within one mile of a significant groundwater recharge area nor within one mile upgradient of any water supply watershed nor within 500 feet of a wetland nor in the 100-year floodplain nor in seismic impact zones nor in unstable areas nor within 400 feet of a fault that has had displacement in Holocene time.
- (g) Such facility shall not be situated within one mile upgradient of any surface water intake for a public water drinking water source.
- (h) The site shall be graded and drained to minimize runoff onto and from the transfer station surface, to prevent erosion and contamination.
- (i) The applicant shall follow all applicable federal and state laws and city regulations so as to prevent air, land and water pollution, public health hazards or nuisances.
- (j) Rodents and insects shall be controlled to meet industry standards.
- (k) The applicant shall submit to the city the design and operation plans of the transfer station facility once they are approved by the state.
- (l) The limits of any 100-year floodplain or a stream buffer of 500 feet, whichever is greater, shall be preserved as natural, undisturbed area except for approved perpendicular access and utility crossings.
- (m) No transfer station area shall interfere with the established natural flow of surface waters to the detriment or damage to adjoining public or private properties. The mayor and council shall have the right to require an applicant to construct adequate sediment basins if it appears that substantial water or sediment may be carried into any nearby property or state waters.
- (n) A minimum 200-foot buffer and ten-foot improvement setback shall be required along all property lines except public rights-of-way.

- (o) A minimum 50-foot buffer and ten-foot improvement setback shall be required along all public rights-of-way.
- (p) A minimum six-foot high solid fence or wall shall be located on property lines or interior to the required buffers and improvement setbacks.
- (q) Limit hours of operation from 6:00 a.m. to 6:00 p.m., Monday through Saturday. A sign clearly indicating the hours of operation and prohibiting waste transfer at all other times shall be placed in a conspicuous location at the entrance. Qualified personnel shall be on duty at all times to direct all operations and activities. All such personnel shall reside in close enough proximity to respond in the event of a fire.
- (r) The owner shall provide the Director of Community Development and Regulatory Affairs current copy of all applicable permits from the State of Georgia upon application for a land disturbance permit.
- (s) In accordance with [Article 8](#), submit an Environmental Impact Report as required.
- (t) No portion of a new or expanded solid waste transfer station shall be located within a three-mile radius of the property lines of a residentially zoned or used property. An expanded solid waste transfer station shall not include any expanded use within the parcel boundaries of an existing site or location.
- (u) Transfer stations shall be sited and operated in accordance with State Regulations 391-3-4.06 Permit by Rule for Collection, Transportation, Processing, and Disposal, Official Code of Georgia Annotated 12-8-20 Georgia Comprehensive Solid Waste Management Act (as amended), South Fulton Solid Waste Management Plan, and Waste Transfer Stations: A Manual for Decision-Making (EPA 530-R-02-002, June 2002)."

Section 2. It is hereby declared to be the intention of the Mayor and Council that: (a) All sections, paragraphs, sentences, clauses and phrases of this Ordinance are or were, upon their enactment, believed by the City Council to be fully valid, enforceable and constitutional.

(b) To the greatest extent allowed by law, every section, paragraph, sentence, clause or phrase of this Ordinance is severable from every other section, paragraph, sentence, clause or phrase of this Ordinance. No section, paragraph, sentence, clause or phrase of this Ordinance is mutually dependent upon any other section, paragraph, sentence, clause or phrase of this Ordinance.

(c) In the event that any phrase, clause, sentence, paragraph or section of this Ordinance shall, for any reason whatsoever, be declared invalid, unconstitutional or otherwise unenforceable by the valid judgment or decree of any court of competent jurisdiction, it is

the express intent of the City Council that such invalidity, unconstitutionality or unenforceability shall, to the greatest extent allowed by law, not render invalid, unconstitutional or otherwise unenforceable any of the remaining phrases, clauses, sentences, paragraphs or sections of the Ordinance.

Section 3. All Ordinances and parts of Ordinances in conflict herewith are hereby expressly repealed.

Section 4. The City Attorney, City Clerk and contracted City Codifier are authorized to make non-substantive formatting and renumbering edits to this ordinance for proofing, codification, and supplementation purposes. The final version of all ordinances shall be filed with the clerk.

Section 5. The effective date of this Ordinance shall be the date of adoption unless provided otherwise by the City Charter or state and federal law.

[signatures and voting tabulations appear on the following page]

GOVERNMENT OF THE CITY OF SOUTH FULTON

TAMMI SADDLER JONES
CITY MANGER



Karen Slaton-Dixon
FINANCE DIRECTOR

MEMORANDUM

TO: Corey Adams, City Clerk
FROM: Karen Slaton-Dixon, Finance Director *KSD*
DATE: July 28, 2022
SUBJECT: Transfer Station Text Amendment Ordinance

CONCLUSION

No direct funds are being requested nor have any direct funds been allocated in the FY22 budget to cover any known expenses.

BACKGROUND

The city desires to amend the City of South Fulton Zoning Ordinance for the purpose of amending the regulations related to solid waste transfer stations.

FINANCIAL IMPACT

The ordinance as written would not have a financial impact on the FY22 budget.

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: 8:33 p.m. Second Read and Request Council Approval of An Ordinance To Amend Various Sections Of Title 16, Alcoholic Beverages, Of The City Of South Fulton Code Of Ordinances For Compliance With State Laws; To Update Certain Regulations Related To The Alcohol Fee Schedule

DATE: September 27, 2022

SUBJECT: 8:33 p.m. Second Read and Request Council Approval of An Ordinance To Amend Various Sections Of Title 16, Alcoholic Beverages, Of The City Of South Fulton Code Of Ordinances For Compliance With State Laws; To Update Certain Regulations Related To The Alcohol Fee Schedule

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
Ordinance - Alcohol Code Updates1	Cover Memo	9/23/2022
COSF Memorandum FIS Alcohol Code Updates Ordinance	Cover Memo	9/23/2022

STATE OF GEORGIA
COUNTY OF FULTON
CITY OF SOUTH FULTON

ORD2022-_____

AN ORDINANCE TO AMEND VARIOUS SECTIONS OF TITLE 16, ALCOHOLIC BEVERAGES, OF THE CITY OF SOUTH FULTON CODE OF ORDINANCES FOR COMPLIANCE WITH STATE LAWS; TO UPDATE CERTAIN REGULATIONS RELATED TO THE ALCOHOL FEE SCHEDULE; AND FOR OTHER LAWFUL PURPOSES.

WHEREAS, the City of South Fulton ("City") is a municipal corporation duly organized and existing under the laws of the State of Georgia; and

WHEREAS, the duly elected governing authority of the City is the Mayor and Council thereof ("City Council"); and

WHEREAS, pursuant to City Charter Section 3.10 (b), the City Council is authorized to adopt ordinances and amendments it deems necessary, expedient, or helpful for the health, welfare, safety, comfort and well-being of the inhabitants of the City; and

WHEREAS, the Mayor and City Council of the City of South Fulton finds that this Ordinance is in the best interest of the public health, safety, and welfare.

THE CITY COUNCIL OF THE CITY OF SOUTH FULTON HEREBY ORDAINS as follows:

Section 1. That Section 16-1002 (Definitions) of Chapter 1 (In General) of Title 16 (Alcoholic Beverages) of the City of South Fulton Code of Ordinances be amended to add definitions for "approved contained," "curbside pick-up," "mixed drink," and "package good retailer," so that Section 16-1002 shall read as follows:

"Sec. 16-1002. Definitions.

- (a) Unless a contrary intention is clearly apparent from the context, any term used in this title shall have the same meaning as when used in a comparable provision of the "Georgia Alcoholic Beverage Code," O.C.G.A. §§ 3-1-1—3-12-3, as amended.
- (b) As used in this title the singular and the plural shall each include the other, the masculine and feminine shall each include the other, and any verb tense may include any other verb tense.
- (c) As used in this title the term "may" is permissive and the term "shall" is mandatory.
- (d) Unless a contrary intention is clearly apparent from the context, the following terms used in this title shall have the following meanings:

Alcoholic beverage means and includes all alcohol, distilled spirits, beer, malt beverage, wine or fortified wine.

Alcoholic beverage caterer means any retail dealer licensed pursuant to this title who provides alcohol at authorized events or functions, special events, or special events facilities.

Applicant means person, or group of persons authorized to represent the business making application for the license.

Approved Container means a tamper evident container that:

- (a) Does not contain openings or straw holes;**
- (b) Is sealed in a manner that is visibly apparent if the container has been subsequently opened or tampered with; and**
- (c) Has an affixed label or marking that identifies the licensee that prepared and sold the mixed drink.**

Brewery means any establishment where malt beverages are manufactured.

Brewpub means any eating establishment in which malt beverages are manufactured, subject to the barrel production limitation prescribed in O.C.G.A. § 3-5-36. As used in this paragraph, the term "eating establishment" means an establishment which is licensed to sell distilled spirits, malt beverages, or wines and which derives at least 50 percent of its total annual gross food and beverage sales from the sale of prepared meals or food; provided, however, that when determining the total annual gross food and beverage sales, barrels of malt beverages sold to licensed wholesale dealers, as authorized pursuant to subparagraph (D) of paragraph (2) of O.C.G.A. § 3-5-36, or to the public for consumption off the premises, as authorized pursuant to subparagraph (D) of paragraph (2) and paragraph (4) of O.C.G.A. § 3-5-36, shall not be used.

City means the City of South Fulton and when used in a geographical sense means the territorial limits of the City of South Fulton.

City council means the Mayor and Council of South Fulton, Georgia.

Curbside Pick-up means when a licensee furnishes purchased goods to a customer's vehicle within a clearly designated pick-up area located within a paved parking area adjacent to the licensed premises.

Distilled spirits means any alcoholic beverage obtained by distillation or containing more than 24 percent alcohol by volume, as defined in O.C.G.A. § 3-1-60 2(9), as amended.

Eating establishment means an establishment which is licensed to sell or otherwise dispense distilled spirits, malt beverages, or wines and which derives at least 50 percent of its total annual gross food and beverage sales from the sale of prepared meals or food.

Farm winery means a parcel zoned as an agricultural use where (i) fruit is grown in a producing vineyard ~~vineyard~~ **vineyard**, orchard or similar growing area on the premises and with facilities for fermenting and bottling wine on the premises where the owner or lessee manufactures wine or fortified wine that contains not more than 24 percent

alcohol by volume; or (ii) purchased from producing vineyard **vineyard**, orchard or similar growing area in the City of South Fulton and with facilities for fermenting and bottling wine on the premises where the owner or lessee manufactures wine or fortified wine that contains not more than 24 percent alcohol by volume.

Food caterer means any person who prepares food for consumption off the premises.

Golf club means a golf facility consisting of a clubhouse or a professional golf shop and a regulation or executive length golf course of at least nine holes, as recognized by the United States Golf Association, the Professional Golfers Association of America, and the Georgia State Golf Association.

Growler means a professionally sanitized reusable container not exceeding 64 ounces in volume used to transport draft beer for off-premises consumption.

Immediate family of a person means all persons related to such person by consanguinity or affinity within the first degree, as computed according to the law of Georgia.

Interest means and includes any pecuniary interest and any ownership interest, whether present or future, whole or partial, legal or beneficial, contingent or vested, direct or indirect, and any right, power, or authority of control.

License means the authorization by the city to engage in the manufacturing, distribution or sale of alcoholic beverages including for consumption on the premises and by the package.

Licensee means any person, or group of persons holding a license to engage in the manufacturing, distribution or sale of alcoholic beverages including for consumption on the premises or by the package.

Malt beverage means any alcoholic beverage obtained by the fermentation of any infusion or decoction of barley, malt, hops, or any other similar product, or any combination of such products in water, containing not more than 14 percent alcohol by volume and including ale, porter, brown, stout, lager beer, small beer, and strong beer. The term does not include sake, known as Japanese rice wine.

Microbrewery is the term used in this title to collectively refer to breweries and brewpubs.

Mixed drink means a beverage prepared by combining distilled spirits with nonalcoholic liquids or liquids that:

- (a) Is prepared on the day of sale by an employee of the licensee:**
- (b) Contains no more than 3 ounces of distilled spirits; and**
- (c) Is sealed in an approved container.**

Mixed-use development means a development comprised of any combination of residential, commercial, office, or institutional uses. The uses may be combined in a single structure or in multiple but integrated and related structures. Mixed

developments must be zoned MIX (Mixed Use) District or C-1 (Community Business) District.

Nightclub means an establishment having a capacity of at least 100 persons per the City of South Fulton Fire Code, with all booths and tables unobstructed and open to view, dispensing alcoholic beverages and in which music, dancing or entertainment is conducted. All such establishments shall be equipped with air conditioning. The principal business of a nightclub shall be entertaining, and the serving of alcoholic beverages shall be incidental thereto.

Owner means any person or group of persons having a financial interest in the income of the business. "Owner" also includes any person, corporation or partnership operating a business under a management contract.

Package means a bottle, can, keg barrel, growler or other original consumer container.

Package Goods Retailer means a person licensed under O.C.G.A 3-3-10(a)(7) to sell alcoholic beverages in unbroken packages for consumption off the premises. (Ex. Grocery stores, restaurants, convenience stores, and stores selling distilled spirits.)

Police department means the city police department.

Public entertainment facility means an arena, stadium, automobile race track, amphitheater, auditorium, theater, civic center, convention center, or similar facility that is primarily designed and used for live artistic, theatrical, cultural, educational, charitable, musical, sporting, nationally sanctioned automobile racing, or entertainment events.

Premises means the definite closed or partitioned-in locality, whether a room, shop, or building wherein alcoholic beverages are dispensed for consumption on the premises by the drink, or are manufactured, distributed, and/or sold by the package.

Private club means a corporation, or partnership organized and existing under the laws of the state, actively in operation within the city, having at least 100 members regularly paying monthly, quarterly, or semiannual dues, organized and operated exclusively for pleasure, recreation and other nonprofitable purposes, no part of the net earnings of which inures to the benefit of any shareholder or member, and owning, hiring or leasing a building or space therein for the reasonable use of its members with suitable kitchen and dining room space and equipment and maintaining and using a sufficient number of employees for cooking, preparing and serving meals for its members and guests; provided, that no member or officer, agent or employee of the club is paid, or directly or indirectly receives, in the form of salary or other compensation, any profits from the sale of alcoholic beverages to the club or its members or guests beyond a fixed salary.

Private residence means a house or dwelling wherein not less than one or more than two families customarily reside and does not include a mobile home, an apartment house having facilities for housing more than two families, a boardinghouse or rooming house where there are five or more boarders or roomers, any residence

which has been unoccupied for a period of six consecutive months immediately prior to the filing of any application for license, or any residence in a nonconforming use in a commercial zone.

Police chief means the chief of police of the city.

Registered agent means that individual, who is a resident of Fulton County, Georgia and at least 21 years of age, required to be designated by a licensee to receive any process, notice, or demand required or permitted by law or under this title to be served upon a licensee or owner.

Retail means the sale of alcoholic beverages in unbroken packages only to consumers and not for resale.

Special event means an occurrence taking place somewhere other than on a licensed premises.

Special event facility means a facility used for monetary consideration on a rental, fee, percentage, or similar basis, used primarily for special occasions, including but not limited to: receptions, meetings, banquets, conventions, parties, catered events, or similar gatherings.

Wholesaler means any person, firm, or corporation which sells alcoholic beverages to other wholesalers, to retail dealers who sell by the package, or to retail dealers who hold licenses to sell only on the premises by the drink.

Wine means any alcoholic beverage containing not more than 24 percent alcohol by volume made from fruits, berries, or grapes either by natural fermentation or by natural fermentation with brandy added. The term includes, but is not limited to, all sparkling wines, champagnes, combinations of such beverages, vermouths, special natural wines, rectified wines, and like products. The term does not include cooking wine mixed with salt or other ingredients so as to render it unfit for human consumption as a beverage. A liquid shall first be deemed to be a wine at that point in the manufacturing process when it conforms to the definition of wine contained in this code section."

Section 2. That Section 16-2001 (License required) of Chapter 2 (Licensing) of Title 16 (Alcoholic Beverages) of the City of South Fulton Code of Ordinances be amended to read as follows:

"Sec. 16-2001. License required.

- (a) It shall be unlawful for any person to sell, offer for sale, or otherwise dispense, **to keep, possess or store** any alcoholic beverages within the city except under a valid license issued under this title and in compliance with the provisions of this **title to include a current state license for such beverage**.
- (b) All licenses issued pursuant to this title shall have printed on the front: "This license is a mere privilege subject to being revoked and annulled and is

subject to the laws of Georgia and the existing and any further ordinances of the City of South Fulton."

- (c) The applicant for a license or permit, for which provision is made in this title, shall be subject to all state laws and regulations and to all city ordinances and regulations dealing with general licensing and consumption on the premises of alcoholic beverages, except as may be otherwise specifically provided in this title.

Section 3. That Section 16-2008 (Other provisions applicable to farm wineries only) of Chapter 2 (Licensing) of Title 16 (Alcoholic Beverages) of the City of South Fulton Code of Ordinances be amended to read as follows:

"Sec. 16-2008. Other provisions applicable to farm wineries only.

- (a) A farm winery licensee shall be authorized to provide guided tours of said winery, during which a "free tasting" of wine may be conducted by the farm winery. Said tours and tastings shall be permitted in accordance with the Official Code of Georgia, as amended from time to time.
- (b) No "free tasting" of wine shall be permitted between the hours of 12:00 a.m. and 8:00 a.m. any day of the week. In addition, no pouring or tasting of wine shall be permitted on Sundays before 11:00 a.m. and after ~~11:30 p.m.~~ **12:00 a.m. (midnight)**, or on any other days or times prohibited by state law.
- (c) All wine provided at the "free tasting" shall be served by a state licensed representative of the winery and shall be wine produced on-site by said winery.
- (d) The licensed farm winery may elect to provide non-alcoholic food or beverages at no charge to customers or tour-attendees, either directly or indirectly.
- (e) No person who is a participant in an educational or promotional tour may bring alcoholic beverages obtained off the premises of the licensed farm winery to said winery under any circumstances.
- (f) Souvenirs may be provided by a licensed farm winery, including souvenir containers that may be used in "free tastings" sponsored by the farm winery, in compliance with state law, as amended from time to time.
- (g) Except as set forth otherwise in this section, a microbrewery licensee operating a farm winery shall be subject to all requirements of this title."

Section 4. That Section 16-2010 (Provisions applicable to breweries only) of Chapter 2 (Licensing) of Title 16 (Alcoholic Beverages) of the City of South Fulton Code of Ordinances be amended to read as follows:

“Sec. 16-2010. Provisions applicable to breweries only.

- (a) A microbrewery licensee operating a brewery shall be authorized to provide guided tours of said brewery, during which a "free tasting" of malt beverages or beer may be conducted by the brewery. Said tours and tastings shall be permitted in accordance with the Official Code of Georgia, as amended from time to time.
- (b) No "free tasting" of beer or malt beverages shall be permitted between the hours of 12:00 a.m. and 8:00 a.m. any day of the week. In addition, no pouring or tasting of beer or malt beverages shall be permitted on Sundays before 11 a.m. and after ~~11:30 p.m.~~ **12:00 a.m. (midnight)**, or on any other days or times prohibited by state law. Promotional or educational tours of a brewery facility shall also only be permitted within these allowed timeframes.
- (c) All malt beverages or beer provided at the "free tasting" shall be served by a state licensed representative of the brewery and shall be malt beverages or beer brewed on-site by said brewery.
- (d) The licensed brewery may elect to provide non-alcoholic food or beverages at no charge to customers or tour-attendees, either directly or indirectly.
- (e) No person who is a participant in an educational or promotional tour may bring alcoholic beverages obtained off the premises of the licensed brewery to said brewery under any circumstances.
- (f) Souvenirs may be provided by a brewery, including souvenir containers that may be used in "free tastings" sponsored by the brewery, in compliance with state law, as amended from time to time.
- (g) Except as set forth in this section, a microbrewery licensee operating a brewery shall be subject to all sections of this chapter.
- (h) Operation of a brewery shall prohibit a microbrewery licensee from obtaining any other category of alcohol beverage license available under this title for the same premises.”

Section 5. That Section 16-4001 (Distance from churches, schools, etc.) of Chapter 4 (Location of Sales) of Title 16 (Alcoholic Beverages) of the City of South Fulton Code of Ordinances be amended to read as follows:

“Sec. 16-4001. Distance from churches, schools, etc.

- (a) No person may sell or offer to sell:
 - (1) Any distilled spirits in or within 100 yards of any church building or government owned and operated alcoholic treatment center or within 200 yards of any school building, educational building, school grounds, or college campus, ~~or within 200 yards a regular stop as designated by the board of education where a school bus for transportation of school children in the public schools of the city or discharge of school children.~~
 - (2) Any wine or malt beverages within 100 yards of any school building, school grounds, or college campus; or
 - (3) Any distilled spirits, wine, or malt beverages within 100 yards of an alcoholic treatment center; or
 - (4) Any distilled spirits, wine, or malt beverages within 200 feet of a branch of any public library.
- (b) No package distilled spirits license shall be issued for any place of business which is located within 500 yards of another licensed package distilled spirits business.
- (c) No package license shall be issued for any place of business which is located within 200 feet of a private single-family or two-family dwelling in a zoning district that permits single and/or two-family dwellings; provided, however, this prohibition shall not apply with respect to a private dwelling located in a zoning district in which alcoholic beverage outlets are authorized or which dwelling is on the same street as the premises for which a package license is applied.
- (d) No consumption on the premises license may be located within 1,000 feet of a licensed sexually oriented business.
- (e) Unless otherwise provided by law, all measurements to determine the distances referred to in this section shall be measured by the most direct route of travel on the ground and shall be measured in the following manner:
 - (1) In a straight line from the front door of the structure from which beverage alcohol is sold or offered for sale;
 - (2) To the front door of the building of a church, government-owned treatment center or a retail package store; or

- (3) To the nearest property line of the real property being used for school or educational purposes.

Measurements cannot be made simply by using online maps but instead will always require individual measurement.

No license shall be revoked and no application for a license or renewal shall be denied by reason of the method of measurement set out in this subsection, if such license or license application or renewal application is for premises for which a license was granted prior to the enactment of this chapter in reliance on another method of measurement.

- (f) No application for a license shall be approved which does not include, or have attached thereto, a current certificate from a registered surveyor which shows a scale drawing of the premises and the location at which the applicant desires to operate an alcoholic beverage outlet and which shows, with linear foot measurements where appropriate, such location's compliance or noncompliance with the provisions, or a certificate from a registered surveyor which states that the subject alcoholic beverage outlet meets all of the location and distance requirements of this title, and shows such location's compliance or noncompliance with linear foot measurements where appropriate or required. This provision shall not apply where not required subject to subsection (h).
- (g) When a license application is for premises not yet constructed or not yet completed, a temporary license may be issued if the application includes the plans for the premises and a surveyor's certificate, as required under subsection, clearly showing that the premises will, when completed, meet the requirements.
- (h) If the distance requirements are met at the time a license is issued, the subsequent opening and operation of a church, school or treatment center within the prohibited distance shall not prevent the continuance of an existing license or the issuance of a new license to a subsequent business owner; provided, however, that as to any new license, the prior license must have been lawful and validly issued at the location at any time during the 12 months immediately preceding the application for the new license.
- (i) As used in this section, the term "school building" or "educational building" shall apply only to state, county, city or church school buildings and to such buildings at any other schools in which are taught subjects commonly taught in the schools and colleges of this state and which are public schools and private schools as defined in O.C.G.A. § 20-2-690(b). The term "school building" includes only those structures in which instruction is offered. The term "church building" as used in this section

shall mean the main structure used by any religious organization for purposes of worship.

Any restaurant wishing to sell beer and wine by the package would have to have measurements taken to comply with the state or local distance requirements, as applicable.

Section 6. That Section 16-5005 (Hours of operation) of Chapter 5 (Business Regulations) of Title 16 (Alcoholic Beverages) of the City of South Fulton Code of Ordinances be amended to read as follows:

“Sec. 16-5005. - Hours of operation.

- (a) Package licensees shall not engage in the sale of alcoholic beverages except between the hours of 8:00 a.m. and 11:45 p.m. Monday through Saturday, **and Sunday between the hours of 11:00 a.m. and 11:45 p.m.** Package licensees shall not permit their places of business to be open except between the hours of 8:00 a.m. and 11:45 p.m. Monday through Saturday, except that where the primary business of a malt beverage package licensee or wine package licensee is other than the sale of alcoholic beverages, such restrictive hours shall apply only with respect to the sale of malt beverages or wine. Package licensees may engage in the sale of
- (b) Consumption on the premises licensees shall engage in the sale of alcoholic beverages only between the following hours and days of the week:
 - (1) Monday through Saturday between the hours of 9:00 a.m. and 2:00 a.m. of the following day.
 - (2) Sunday between the hours of 11:00 a.m. and 2:00 a.m. on Monday in eating establishments or in any licensed establishment that derives at least 50 percent of its total annual gross income from the rental of rooms for overnight lodging.
 - (3) In addition to the other requirements set forth in this section, the licensed premises for the sale of alcoholic beverages shall comply with the following:
 - a. All licensed premises, except for the premises of hotels and country clubs, shall close their premises to the public and clear the premises of patrons within 30 minutes after the time set in this section for discontinuance of the sale of alcoholic beverages on the premises.
 - b. The sale of alcoholic beverages shall not be permitted within 250 feet of any polling place on primary or election days.

- c. The licensed premises shall offer to its patrons prepared food and meals during all hours it is open.

(4) This section shall not apply to private clubs.

- (c) The business hours of wholesale dealers shall be between the hours of 7:00 a.m. and 11:45 p.m. Monday through Saturday. There shall be no sales on Sunday.”

Section 7. That Chapter 7 (Requirements for Consumption On-Premises Licenses) of Title 16 (Alcoholic Beverages) of the City of South Fulton Code of Ordinances be amended by adding Section 16-7016.1 to be entitled Tasting events at package stores and to read as follows:

“Sec. 16-7016.1. Tasting Events at Package Stores

The holder of a package beer and wine license and distilled spirit shall be eligible for an ancillary wine, beer and malt beverage, and distilled spirits to allow the small sample tasting of alcoholic products that are available for sale on the premises and that the samples are consumed in the presence of a representative of the store under the conditions set forth in this section.

- (1) The tasting must not take place in the public area of the store but instead must be conducted “in an office, storage room, or other area of the licensed premises of the retail dealer that is closed to the public.**
- (2) Retail package liquor stores may conduct up to fifty-two (52) tasting events per calendar year.**
- (3) Tasting events may only take place during the hours that the licensed premises may lawfully sell unbroken packages of alcohol.**
- (4) Such tastings must last no longer than four hours, with only one tasting event being held per day.**
- (5) Only one type of alcoholic beverage may be served at a tasting event, either malt beverages, or wine, or distilled spirits. However, more than one brand of each type of alcoholic beverage may be offered so long as not more than four packages are open at any one time.**

Packages opened for the purposes of providing samples may not be sold, but instead must be kept locked in a secure room or cabinet except when in use during a tasting event.”

Section 8. That Section 16-9001 (Fee schedule) of Chapter 9 (Alcohol Fee Schedule) of Title 16 (Alcoholic Beverages) of the City of South Fulton Code of Ordinances be amended to read as follows:

Sec. 16-9001. Fee schedule.

The following alcohol licenses fees are hereby established and shall be payable by check or money order, as applicable, at the time of filing the alcohol application:

Administrative fees

Alcohol License Application Fee \$300.00

All Other Application Fees \$150.00

Background/Fingerprint fee \$55.00

Advertising fee \$505.00

Fire inspection fee \$75.00

Retail consumption on premises

Liquor \$3200.00

Beer \$650.00

Wine \$650.00

Add'l Bar/Lounges \$1000.00 ea.

BYOB wine \$125.00

Wine & malt beverage tasting (No distilled spirits/Liquor) \$50.00 ea.

Distilled Spirits /Liquor Tasting \$100.00 each

Special permit fees

Non-profit special event beer, wine, & distilled spirits/Liquor \$50.00

For-profit special event beer & wine \$125.00

For-profit special event distilled spirits/Liquor \$125.00

Annual off premises catering license \$200.00

Off premises per event catering permit \$50.00

Retail package

Distilled spirits/Liquor \$3000.00

Beer \$400.00

Wine \$400.00

Temporary alcohol license fees

Distilled spirits/Liquor (Sale/Consumption on premises) \$500.00

Beer and wine (Sale/Consumption on premises) \$250.00

Beer and wine (Retail package) \$250.00

Wholesale:

Distilled spirits/Liquor \$3500.00

Beer \$500.00

Wine \$500.00

Location outside of city \$100.00

Manufacturer (Distillery):

Distilled spirits/Liquor \$4000.00

Beer \$500.00

Wine \$500.00

Microbrewery \$2000.00

Farm winery \$2000.00

Growler \$2000.00

Chapter 9. Amendments are shown with ~~strike through~~ to denote text to be deleted and **bold underline** to denote text to be added. Where new sections or paragraphs are added that change the numbering of existing sections or paragraphs, all references throughout the Ordinance will be updated accordingly.

Chapter 10. It is hereby declared to be the intention of the Mayor and Council that: (a) All sections, paragraphs, sentences, clauses and phrases of this Ordinance are or were,

upon their enactment, believed by the City Council to be fully valid, enforceable and constitutional.

(b) To the greatest extent allowed by law, every section, paragraph, sentence, clause or phrase of this Ordinance is severable from every other section, paragraph, sentence, clause or phrase of this Ordinance. No section, paragraph, sentence, clause or phrase of this Ordinance is mutually dependent upon any other section, paragraph, sentence, clause or phrase of this Ordinance.

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

Section 11. All Ordinances and parts of Ordinances in conflict herewith are hereby expressly repealed.

Section 12. The City Attorney, City Clerk and contracted City Codifier are authorized to make non-substantive formatting and renumbering edits to this ordinance for proofing, codification, and supplementation purposes. The final version of all ordinances shall be filed with the clerk.

Section 13. The effective date of this Ordinance shall be the date of adoption unless provided otherwise by the City Charter or state and federal law.

[signatures and voting tabulations appear on the following page]

GOVERNMENT OF THE CITY OF SOUTH FULTON

TAMMI SADDLER JONES
CITY MANGER



Karen Slaton-Dixon
FINANCE DIRECTOR

MEMORANDUM

TO: Corey Adams, City Clerk

FROM: Karen Slaton-Dixon, Finance Director *KSD*

DATE: August 16, 2022

SUBJECT: Alcohol Code Updates Ordinance

CONCLUSION

No direct funds are being requested nor have any direct funds been allocated in the FY22 budget to cover any known expenses.

BACKGROUND

The city desires to amend various sections of Title 16, Alcoholic Beverages, of the City of South Fulton Code of Ordinances for compliance with state laws; to update certain regulations related to the alcohol fee schedule.

FINANCIAL IMPACT

The ordinance as written would not have a financial impact on the FY22 budget.

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: 8:40 p.m. Request Council Approval of A Resolution Accepting Donation from Omni Trax in the amount of \$1,000 to the South Fulton Fire Department on behalf Owens Corning.

DATE: September 27, 2022

SUBJECT: 8:40 p.m. Request Council Approval of A Resolution Accepting Donation from Omni Trax in the amount of \$1,000 to the South Fulton Fire Department on behalf Owens Corning.

REFERENCE:

CONCLUSION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Description	Type	Upload Date
OmniTRAX donation resolution	Cover Memo	9/23/2022

STATE OF GEORGIA
COUNTY OF FULTON
CITY OF SOUTH FULTON

RES2022-_____

A RESOLUTION BY THE CITY OF SOUTH FULTON CITY COUNCIL AUTHORIZING THE FIRE CHIEF, ON BEHALF OF THE CITY OF SOUTH FULTON, TO ACCEPT A DONATION OF ONE THOUSAND DOLLARS AND ZERO CENTS (\$1,000.00) FROM OMNITRAX, INC ON BEHALF OF OWENS CORNING; TO AUTHORIZE THE USE OF THE FUNDS BY THE SOUTH FULTON FIRE AND RESCUE DEPARTMENT; AND FOR OTHER PURPOSES.

WHEREAS, the City of South Fulton ("City") is a municipal corporation duly organized and existing under the laws of the State of Georgia; and

WHEREAS, the duly elected governing authority of the City is the Mayor and Council thereof ("City Council"); and

WHEREAS, OmniTRAX, Inc. is a transportation and transportation infrastructure holding company based in Denver, Colorado, in the United States; and

WHEREAS, OmniTRAX, Inc. makes grants to various entities, and made a grant to Owens Corning, which has expressed an intent to pass a portion of that grant to the City of South Fulton Fire & Rescue Department; and

WHEREAS, the amount of the donation is one thousand dollars and zero cents (\$1,000.00); and

WHEREAS, pursuant to Section 1.12(14) of the South Fulton City Charter, the City is authorized to accept donations from any source for any purpose related to the powers and duties of the City and the general welfare of its citizens, on such terms and conditions as the grantor may impose; and

WHEREAS, it is desirable and in the best interests of the City to accept the donation from OmniTRAX, Inc.

THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH FULTON HEREBY RESOLVES as follows:

Section 1. In accordance with Section 1-1.12(14) of the South Fulton City Charter, the Mayor's designee, the Fire Chief of the City of South Fulton Fire and Rescue Department, is authorized to accept a donation of One Thousand Dollars and Zero Cents (\$1,000.00), from OmniTRAX, Inc.

Section 2. That the donated funds are to be utilized by the City of South Fulton Fire and Rescue Department at the discretion of the Fire Chief.

Section 3. That all resolution and parts of resolutions in conflict with this resolution are hereby waived to the extent of the conflict.

[signatures and voting tabulations appear on the following page]