

**CITY OF SOUTH FULTON, GEORGIA**

**VIRTUAL**

**Tuesday, July 28, 2020, 10:00 AM**



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**The Honorable William "Bill" Edwards, 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 Naeema Gilyard, District 4 Councilmember**  
**The Honorable Corey A. Reeves, District 5 Councilmember**  
**The Honorable khalid kamau, District 6 Councilmember**  
**The Honorable Mark Baker, District 7 Councilmember**

**REGULAR COUNCIL MEETING AGENDA**

- I. Meeting Called to Order
- II. Roll Call
- III. Invocation
- IV. Pledge of Allegiance
- V. Presentations and Announcements
- VI. Adoption of Council Agenda
- VII. Approval of City Council Meeting Minutes
  - 1. Council Approval of Council Regular Meeting Minutes - June 23, 2020 (City Clerk)
  - 2. Council Approval of City Council Special Called Meeting Minutes for June 29, July 8 and July 10, 2020 (City Clerk)
  - 3. Council Approval of Council Work Session Minutes for July 14, 2020 (City Clerk)
- VIII. Public Hearing(s)
  - 4. **PUBLIC HEARING** - Council Approval of Alcohol License for Citgo Food Mart located at 5100 Cascade Palmetto Highway (Police)

5. **PUBLIC HEARING** - Council Approval of Community Development Block Grant (CDBG) Funding Application - CDRA

IX. Public Comments

*Speakers can complete a Public Comment Speaker Card between the 6:30pm and 6:50pm, when completed, please take card to the City Clerk. 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.*

X. Chief Financial Officer's Monthly Report

6. Chief Financial Officer's June 2020 Financial Report

XI. City Manager's Monthly Report

7. City Manager's June 2020 Report

XII. Consent Agenda Items

8. Council Approval of Proclamations Previously Presented

- Judge Bell - Mayor and CM Willis
- Eddie and Blanch Johnson - Mayor and CM Willis
- Margie Dyer - Mayor and CM Willis
- Kandi Burruss - Mayor and CM Rowell
- Myla C, Hadley - CM Rowell
- Dr. Edwards Jonas - Mayor
- Aaron M. Johnson - CM Rowell
- Rev. Matthew S. Brown - CM Willis
- Penny Wolfe - Mayor
- Curtis Spencer - CM Willis
- Curtis Woodhouse - CM Gumbs
- C. T. Vivan - Mayor
- Representative John Lewis - Mayor

9. Council Approval of Board Appointment

- South Fulton Convention and Visitors Bureau would like to appoint Anca Thompson to its board

10. Council Approval of IGA with Chatt Hills Fire Rescue (Fire)

11. Council Approval of Award the Contract to Atlas Technical Consultants, LLC to provide right-of-way acquisition services in an amount not to exceed \$950,750 (Public Works)

12. Council Approval of an Agreement with AM Construction to perform services in Scope of Work for ITB20-010 Cascade Road over Branch of Utoy Creek in the amount not to exceed \$1,305,954.38 (Procurement)



13. Council Approval of Agreement with NAFECO and Galls, LLC to provide uniforms and accessories for the Fire Rescue Department in amount not to exceed \$190,000 (Procurement)
14. Council Approval to Award contract to TSW, Inc. to develop a Streetlight Masterplan for the City in an amount not to exceed \$135,000 (Public Works)
15. Council Approval of Resolution to Designate a Sales Tax Officer (**CM Rowell**)
16. Council Approval of Resolution and Agreement for COVID Small Business Program (**CM Gumbs**)

#### XIII. Previous Agenda Items

17. Council 2nd Reading and Adoption of Amending Appendix G Disbanding Committees (**CMs Willis, Rowell, Gumbs and Reeves**)
18. Council 2nd Reading and Adoption of Amending Title 14 Enviroment\_Green Builder Community Incentive (**CM Rowell**)

#### XIV. Agenda Items

19. Council Approval of Resolution for Community Development Block Grant (CDGB) Entitlement Program (**CM khalid**)
20. Council Approval of Resolution for NFIP Flood Participation (**CM Rowell**)
21. Council Approval of Breonna Taylor 'No Knock" Warrant Resolution (**CM Baker**)
22. Council Approval of Georgia Initiative for Community Housing (GICH) (City Manager and CDRA)
23. Council Approval to Increase Spending Authority for the New Public Safety Building to Pieper O'Brien Herr Architects for the design and construction drawings on schemes three or four in the amount of \$17,650 (Public Works)
24. Council 1st Reading to Amend Title 2, Chap 5 Business and Occupation Taxes (CDRA)
25. Council 1st Read to Amend Title 14 Regulation and Protection of Floodplains (**CMs Rowell and Gilyard**)
26. Council 1st Reading of Amending Ordinance Title 6, Creating Property Maintenance Regulations (**CMs Rowell and Reeves**)

#### XV. Executive Session

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

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

#### XVI. Adjournment of Meeting

**GOVERNMENT OF THE CITY OF SOUTH FULTON**

Office of the City Manager

WILLIAM "BILL" EDWARDS  
MAYOR



ODIE DONALD II  
CITY MANAGER

**MEMORANDUM**

**TO:** Council Approval of Council Regular Meeting Minutes

**DATE:** July 28, 2020

**SUBJECT:** Council Approval of Council Regular Meeting Minutes

**REFERENCE:**

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**CONCLUSION:**

**BACKGROUND:**

**FISCAL IMPACT:**

**ATTACHMENTS:**

| Description                  | Type       | Upload Date |
|------------------------------|------------|-------------|
| 23June DRAFT Meeting Minutes | Cover Memo | 7/21/2020   |

**CITY OF SOUTH FULTON, GEORGIA**

**VIRTUAL**

**Tuesday, June 23, 2020, 10:00 AM**



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**REGULAR MEETING MINUTES**

**I. Meeting Called to Order**

Minutes:

**The meeting was called to order by Mayor William Edwards at 10:00 AM.**

**The meeting is being conducted under special emergency circumstances due to the COVID19 (also known as the Coronavirus) pandemic. City Council members and staff are participating via conference call (Zoom). The meeting is being simulcast in realtime via the City's YouTube channel.**

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| <b>Attendee Name</b>   | <b>Title</b>             | <b>Status</b> | <b>Arrived</b> |
|------------------------|--------------------------|---------------|----------------|
| William "Bill" Edwards | Mayor                    | Present       |                |
| Catherine F. Rowell    | District 1 Councilmember | Present       |                |
| Carmalitha Gumbs       | District 2 Councilmember | Present       |                |
| Helen Z. Willis        | District 3 Councilmember | Present       |                |
| Naeema Gilyard         | District 4 Councilmember | Present       |                |
| Corey A. Reeves        | District 5 Councilmember | Present       |                |
| khalid kamau           | District 6 Councilmember | Present       |                |
| Mark Baker             | District 7 Councilmember | Present       |                |

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

## II. Invocation - Pastor Warren Henry, Chaplain

Minutes:

**The invocation was rendered by Pastor Warren Henry, Chaplain.**

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## III. Pledge of Allegiance

Minutes:

**The pledge of allegiance was recited in unison.**

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## IV. Adoption of Council Agenda

Motion (Approve as Amended): Councilmember Gilyard

Second: Councilmember khalid

[Motion Approved]

Yea: 7 Baker, Gilyard, Gumbs, khalid , Reeves, Rowell, Willis

Nay: 0

Abstain: 0

Not Voting: 0

Minutes:

**A motion was made to approve the Regular Agenda with the following amendments:**

**Item #14 - Council Approval of Amending City's Holiday Schedule to include Recognizing Juneteenth as a City Holiday and Item #19 - Council Approval of 1st Reading of Amending Appendix G Disbanding Committees to be moved up on the agenda after public comments.**

**The motion was approved unanimously.**

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## V. Approval of City Council Meeting Minutes

1. Council Approval of Council Work Session and Regular Meeting Minutes - May 26, 2020 (City Clerk)

Motion (Approve): Councilmember Gilyard

Second: Councilmember Baker

[Motion Approved]

Yea: 7 Baker, Gilyard, Gumbs, khalid , Reeves, Rowell, Willis

Nay: 0

Abstain: 0

Not Voting: 0

Minutes:

**A motion was made to approve the Meeting Minutes for Tuesday, May 26, 2020 Council Work**

## Session and Regular Meeting.

**The motion was approved unanimously.**

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2. Council Approval of Special Called Meeting Minutes from June 1 and June 2, 2020 (City Clerk)

Motion (Approve): Councilmember Rowell

Second: Councilmember Gilyard

[Motion Approved]

Yea: 6 Baker, Gilyard, Gumbs, Reeves, Rowell, Willis

Nay: 0

Abstain: 1 khalid

Not Voting: 0

Minutes:

**A motion was made to approve Special Call Meeting for June 1, 2020 and June 2, 2020.**

**The motion was approved 6-0-1. Councilmember khalid abstained.**

---

3. Council Approval of City Council Work Session Meeting Minutes\_June 10, 2020 (City Clerk)

Motion (Approve): Councilmember Rowell

Second: Councilmember Gumbs

[Motion Approved]

Yea: 6 Baker, Gilyard, Gumbs, Reeves, Rowell, Willis

Nay: 0

Abstain: 1 khalid

Not Voting: 0

Minutes:

**A motion was made to approve Work Session Minutes for Wednesday, June 10, 2020.**

**The motion was approved 6-0-1. Councilmember khalid abstained.**

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## VI. Public Hearing(s)

4. Council Public Hearing and Approval of Alcohol License for Neighborhood Food Mart located at 2749 Flat Shoals Road (Police)

Motion (Deny): Councilmember khalid

Second: Councilmember Gilyard

[Motion Approved]

Yea: 5 Baker, Gilyard, Gumbs, khalid, Willis

Nay: 2 Reeves, Rowell

Abstain: 0

Not Voting: 0

Minutes:

**A motion was made to deny the application for an Alcohol License for Neighborhood Food Mart located at 2749 Flat Shoals Road.**

**The motion was approved 5-2. Councilmembers Rowell and Reeves voted in opposition.**

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5. Council Public Hearing and Approval of Alcohol License for Citgo Food Mart located at 5100 Cascade Palmetto Highway (Police)

Motion (Hold): Councilmember Gilyard

Second: Councilmember Rowell

[Motion Approved]

Yea: 7 Baker, Gilyard, Gumbs, khalid , Reeves, Rowell, Willis

Nay: 0

Abstain: 0

Not Voting: 0

Minutes:

**A motion was made to hold the application for an Alcohol License for Citgo Food Mart located at 5100 Cascade Palmetto Highway.**

**The motion was approved unanimously.**

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## VII. Public Comments

Minutes:

**There were nineteen (19) speakers who provided public comments as follows:**

**Ms. Elizabeth Bartos (District 4): Finance Committee Support**

**Ms. Jewel Johnson (District 1): Finance Committee Support**

**Ms. Sharon Jones (District 4): Juneteenth Holiday; Alcohol Licenses**

**Mr. Harry King (District 3): Finance Committee Support**

**Ms. Charmaine Jackson (District 4): Finance Committee Support**

**Mr. and Mrs. Terry/Stephanie Muckle (District 4): Finance Committee Support**

**Ms. Ayana (Monroe) Williams (District 4): Finance Committee Support**

**Ms. Gayle Lesser (District 4): Finance Committee Support**

**Ms. Juliette Rankins (District 4): Finance Committee Support**

**Ms. Geena Lewis (District 4): Finance Committee Support**

**Ms. Raphael Ammons (District 1): Patrick Henry quote**

**Ms. Felicia Rondeno (District 4): Finance Committee Support**

**Mr. Ronnie Few (District 2): Finance Committee Support**

**Mr. Kamil Wilkinson (District 4): Finance Committee Support**

**Sir Jose Bright (District 4): Finance Committee Support**

**Ms. Glenda Collins (District 5): Finance Committee Support**

VIII. Chief Financial Officer's Monthly Report

6. Chief Financial Officer's May 2020 Financial Report and Mid-Year Budget Presentation (Finance)

Minutes:

**REPORT PRESENTED.**

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IX. City Manager's Monthly Report

7. City Manager's May 2020 Report and Reopening Plan

Minutes:

**REPORT PRESENTED.**

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X. Consent Agenda Items

8. Council Approval of Agreement with CSG Forte Payments for Financial Services (Finance)

Motion (Approve): Councilmember Gumbs

Second: Councilmember Rowell

[Motion Approved]

Yea: 7 Baker, Gilyard, Gumbs, khalid , Reeves, Rowell, Willis

Nay: 0

Abstain: 0

Not Voting: 0

Minutes:

**A motion was made to approve the Consent Agenda Items #8 - Council Approval of Agreement with CSG Forte Payments for Financial Services and #9 - Council Approval of IGA with City of College Park Fire Rescue for Automatic Aid.**

**The motion was approved unanimously.**

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9. Council Approval of IGA with City of College Park Fire Rescue for Automatic Aid (Fire)

Motion (Approve): Councilmember Gumbs

Second: Councilmember Rowell

[Motion Approved]



Yea: 7 Baker, Gilyard, Gumbs, khalid , Reeves, Rowell, Willis  
Nay: 0  
Abstain: 0  
Not Voting: 0

Minutes:

**A motion was made to approve the Consent Agenda Items #8 - Council Approval of Agreement with CSG Forte Payments for Financial Services and #9 - Council Approval of IGA with City of College Park Fire Rescue for Automatic Aid.**

**The motion was approved unanimously.**

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## XI. Previous Agenda Items

### 10. Council 2nd Reading and Adoption of Amending Ordinance Title 15, Criminal Offenses Providing Regulations for the Control of Weapons Discharge (Mayor Edwards, CMs Rowell, Gilyard, Willis and Reeves)

Motion (Approve): Councilmember Rowell

Second: Councilmember Baker

[Motion Approved]

Yea: 7 Baker, Gilyard, Gumbs, khalid , Reeves, Rowell, Willis  
Nay: 0  
Abstain: 0  
Not Voting: 0

Minutes:

**A motion was made to approve the Adoption of Amending Ordinance Title 15, Criminal Offenses Providing Regulations for the Control of Weapons Discharge.**

**The motion was approved unanimously.**

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### 11. Council 2nd Reading and Adoption of Amending Title 18 Animal Control\_Curb Your Dog and Horse Ordinance (CM Gumbs)

Motion (Approve): Councilmember Gumbs

Second: Councilmember Willis

[Motion Approved]

Yea: 7 Baker, Gilyard, Gumbs, khalid , Reeves, Rowell, Willis  
Nay: 0  
Abstain: 0  
Not Voting: 0

Minutes:

**A motion was made to approve the Adoption of Amending Ordinance Title 18, Animal Control**

**The motion was approved unanimously.**

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12. Council 2nd Reading and Adoption of FY20 Mid-Year Budget Amendment (Finance)

Motion (Approve as Amended): Councilmember Willis

Second: Councilmember Baker

[Motion Approved]

Yea: 7 Baker, Gilyard, Gumbs, khalid , Reeves, Rowell, Willis

Nay: 0

Abstain: 0

Not Voting: 0

Minutes:

**A motion was made to approve the Adoption of FY20 Mid-Year Budget Amendment with a further Amendment to adjust the proposed \$10,000 Council budget reduction by subtracting the COVID-19 reimbursement totals by district.**

**The motion was approved unanimously.**

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XII. Agenda Items

13. Council Approval of Resolution Authorizing the Execution of an Agreement and Paperwork related to Fulton County's C.A.R.E.S. Act Municipal Reimbursement Program (City Manager)

Motion (Approve): Councilmember Rowell

Second: Councilmember Reeves

[Motion Approved]

Yea: 7 Baker, Gilyard, Gumbs, khalid , Reeves, Rowell, Willis

Nay: 0

Abstain: 0

Not Voting: 0

Minutes:

**A motion was made to approve the Resolution Authorizing the Execution of an Agreement and Paperwork related to Fulton County's C.A.R.E.S. Act Municipal Reimbursement Program.**

**The motion was approved unanimously.**

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14. Council Approval of Amending City's Holiday Schedule to include Recognizing Juneteenth as a City Holiday **(CMs khalid, Baker, Gumbs and Gilyard)**

Motion (Approve as Amended): Councilmember khalid

Second: Councilmember Rowell  
[Motion Approved]

Yea: 7 Baker, Gilyard, Gumbs, khalid , Reeves, Rowell, Willis  
Nay: 0  
Abstain: 0  
Not Voting: 0

Minutes:

**A motion was made to Approve Amending City Holiday-Juneteenth with amendments to reduce budget from \$250,000.00 to \$150,000, to seek Corporate sponsorships and donations to offset the \$150,000 cost and for the Communications Department to develop a press release explaining the Council's action.**

**The motion was approved unanimously.**

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Motion (Previous Question): Councilmember Baker  
Second: Councilmember khalid  
[Motion Approved]

Yea: 5 Baker, Gilyard, Gumbs, khalid , Reeves  
Nay: 1 Willis  
Abstain: 0  
Not Voting: 1 Rowell

Minutes:

**A motion was made to call the previous question.**

**The motion was approved 5-1-1. Councilmember Willis voted in opposition and Councilmember Rowell did not vote.**

---

15. Council Approval of Resolution Asking General Assembly to Enact Hate Crime Legislation (**Mayor Edwards, CMs Willis and Rowell**)

Motion (Approve): Councilmember Willis  
Second: Councilmember Reeves  
[Motion Approved]

Yea: 7 Baker, Gilyard, Gumbs, khalid , Reeves, Rowell, Willis  
Nay: 0  
Abstain: 0  
Not Voting: 0

Minutes:

**A motion was made to approve the Resolution Asking the General Assembly to Enact Hate Crime Legislation.**

**The motion was approved unanimously.**

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16. Council Approval of Resolution Denouncing Racism and Injustice (**Mayor Edwards**)

Motion (Approve): Councilmember Willis

Second: Councilmember Baker

[Motion Approved]

Yea: 7 Baker, Gilyard, Gumbs, khalid , Reeves, Rowell, Willis

Nay: 0

Abstain: 0

Not Voting: 0

Minutes:

**A motion was made to approve the Resolution Denouncing Racism and Injustice.**

**The motion was approved unanimously.**

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17. Council Approval of Resolution Adopting a Green Building Sustainability Policy (**CM Rowell**)

Motion (Approve): Councilmember Rowell

Second: Councilmember Gumbs

[Motion Approved]

Yea: 7 Baker, Gilyard, Gumbs, khalid , Reeves, Rowell, Willis

Nay: 0

Abstain: 0

Not Voting: 0

Minutes:

**A motion was made to approve the Resolution Adopting a Green Building Sustainability Policy.**

**The motion was approved unanimously.**

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18. Council Approval of Resolution Extending the Moratorium Banning Uses (**Council**)

Motion (Approve): Councilmember Rowell

Second: Councilmember Gilyard

[Motion Approved]

Yea: 7 Baker, Gilyard, Gumbs, khalid , Reeves, Rowell, Willis

Nay: 0

Abstain: 0

Not Voting: 0

Minutes:

**A motion was made to approve the Resolution Extending the Moratorium Banning Uses.**

**The motion was approved unanimously.**

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19. Council Approval of 1st Reading of Amending Appendix G Disbanding Committees (**CMs Willis, Rowell, Gumbs and Reeves**)

Minutes:

**FIRST READ.**

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20. Council Approval and 1st Reading of Amending Title 14 Environment\_Green Builder Community Incentive (**CM Rowell**)

Minutes:

**FIRST READ.**

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21. Council Approval and 1st Reading of Ordinance Mandating City Employees to take the COVID-19 Test (**CM Willis and Gumbs**)

Motion (Approve as Amended): Councilmember Willis

Second: Councilmember Reeves

[Motion Approved]

Yea: 4 Gumbs, Reeves, Rowell, Willis

Nay: 1 khalid

Abstain: 1 Baker

Not Voting: 1 Gilyard

Minutes:

**FIRST READ.**

**After the Executive Session, a motion was made to approve mandatory COVID testing for employees subject to changing the ordinance to a resolution and accepting changes provided following Executive Session to the Clerk.**

**The motion was approved 4-1-2. Councilmember khalid voted in opposition, Councilmember Baker abstained and Councilmember Gilyard was not present.**

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22. Council Approval of Amended IGA with Union City regarding Resurfacing of Hunter Road (Public Works)

Motion (Approve): Councilmember Rowell

Second: Councilmember Willis

[Motion Approved]

Yea: 7 Baker, Gilyard, Gumbs, khalid , Reeves, Rowell, Willis

Nay: 0

Abstain: 0

Not Voting: 0

Minutes:

**A motion was made to approve an IGA with the City of Union City for the resurfacing of Hunter Road.**

**The motion was approved unanimously.**

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### XIII. Executive Session

Motion (Recess): Councilmember Willis

Second: Councilmember Baker

[Motion Approved]

Yea: 7 Baker, Gilyard, Gumbs, khalid , Reeves, Rowell, Willis

Nay: 0

Abstain: 0

Not Voting: 0

Minutes:

**A motion was made at 12:55 PM to Recess for five minutes and then go into Executive Session at 1:00 PM.**

**The motion was approved unanimously.**

---

Motion (Reconvene): Councilmember Willis

Second: Councilmember Rowell

[Motion Approved]

Yea: 6 Baker, Gumbs, khalid , Reeves, Rowell, Willis

Nay: 0

Abstain: 0

Not Voting: 1 Gilyard

Minutes:

**A motion was made to Reconvene from Executive Session at 1:49 PM.**

**The motion was approved 6-0-1. Councilmember Gilyard was not present.**

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### XIV. Adjournment of Meeting

Motion (Adjourn): Councilmember Gumbs

Second: Councilmember Rowell

[Motion Approved]

Yea: 6 Baker, Gumbs, khalid , Reeves, Rowell, Willis

Nay: 0

Abstain: 0

Not Voting: 1 Gilyard

Minutes:

**A motion was made to adjourn the Regular Meeting at 1:56 PM.**

**The motion was approved 6-0-1. Councilmember Gilyard was not present.**

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**GOVERNMENT OF THE CITY OF SOUTH FULTON**

Office of the City Manager

WILLIAM "BILL" EDWARDS  
MAYOR



ODIE DONALD II  
CITY MANAGER

**MEMORANDUM**

**TO:** Council Approval of City Council Special Called Meeting Minutes

**DATE:** July 28, 2020

**SUBJECT:** Council Approval of City Council Special Called Meeting Minutes

**REFERENCE:**

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**CONCLUSION:**

**BACKGROUND:**

**FISCAL IMPACT:**

**ATTACHMENTS:**

| Description                             | Type       | Upload Date |
|-----------------------------------------|------------|-------------|
| DRAFT June and July SPC Meeting Minutes | Cover Memo | 7/21/2020   |



CITY OF SOUTH FULTON, GEORGIA

VIRTUAL

Monday, June 29, 2020, 11:00 AM



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**SPECIAL CALLED MEETING MINUTES**

1. Meeting Called to Order

Minutes:

**The meeting was called to order by Mayor William Edwards at 11:00 AM.**

**The meeting is being conducted under special emergency circumstances due to the COVID19 (also known as the Coronavirus) pandemic. City Council members and staff are participating via conference call (Zoom). The meeting is being simulcast in realtime via the City's YouTube channel.**

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2. Roll Call

Minutes:

| Attendee Name          | Title                    | Status  | Arrived |
|------------------------|--------------------------|---------|---------|
| William "Bill" Edwards | Mayor                    | Present |         |
| Catherine F. Rowell    | District 1 Councilmember | Present |         |
| Carmalitha Gumbs       | District 2 Councilmember | Present |         |
| Helen Z. Willis        | District 3 Councilmember | Present |         |
| Naeema Gilyard         | District 4 Councilmember | Present |         |
| Corey A. Reeves        | District 5 Councilmember | Present |         |
| khalid kamau           | District 6 Councilmember | Present |         |
| Mark Baker             | District 7 Councilmember | Present |         |

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

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3. Executive Session

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

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

Motion (Recess): Councilmember Gilyard

Second: Councilmember Gumbs

[Motion Approved]

Yea: 7 Baker, Gilyard, Gumbs, khalid , Reeves, Rowell, Willis  
Nay: 0  
Abstain: 0  
Not Voting: 0

Minutes:

**A motion was made to Recess for an Executive Session at 11:01 AM.**

**The motion was approved unanimously.**

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Motion (Reconvene): Councilmember Baker  
Second: Councilmember Rowell  
[Motion Approved]

Yea: 7 Baker, Gilyard, Gumbs, khalid , Reeves, Rowell, Willis  
Nay: 0  
Abstain: 0  
Not Voting: 0

Minutes:

**A motion was made to Reconvene from Executive Session at 11:19 AM.**

**The motion was approved unanimously.**

---

Motion (Approve): Councilmember Baker  
Second: Councilmember khalid  
[Motion Approved]

Yea: 4 Baker, Gilyard, Gumbs, khalid  
Nay: 2 Reeves, Willis  
Abstain: 1 Rowell  
Not Voting: 0

Minutes:

**A motion was made to authorize special counsel to participate in Executive Session at the standard rate of pay that the City is paying him.**

**The motion was approved 4-2-1. Councilmembers Willis and Reeves voted in opposition and Councilmember Rowell abstained.**

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Motion (Recess): Councilmember Baker  
Second: Councilmember khalid  
[Motion Approved]

Yea: 6 Baker, Gilyard, Gumbs, khalid , Reeves, Rowell  
Nay: 1 Willis  
Abstain: 0  
Not Voting: 0

Minutes:

**A motion was made to Recess for an Executive Session at 11:35 AM.**

**The motion was approved 6-1. Councilmember Willis voted in opposition.**

---

Motion (Reconvene): Councilmember Rowell

Second: Councilmember khalid

[Motion Approved]

Yea: 6 Baker, Gilyard, Gumbs, khalid , Reeves, Rowell

Nay: 1 Willis

Abstain: 0

Not Voting: 0

Minutes:

**A motion was made to Reconvene from Executive Session at 1:47 PM.**

**The motion was approved 6-1. Councilmember Willis voted in opposition.**

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Motion (Approve): Councilmember khalid

Second: Councilmember Gumbs

[Motion Approved]

Yea: 5 Gilyard, Gumbs, khalid , Reeves, Rowell

Nay: 1 Willis

Abstain: 0

Not Voting: 1 Baker

Minutes:

**A motion was made to authorize special counsel, Jeff Strickland to investigate possible legalities regarding HB 921 and HB 1019 and to report back to Council within the next two weeks.**

**The motion was approved 5-1-1. Councilmembers Willis voted in opposition and Councilmember Baker did not vote.**

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Motion (Approve): Councilmember Gilyard

Second: Councilmember Baker

[Motion Approved]

Yea: 4 Baker, Gilyard, Gumbs, khalid

Nay: 3 Reeves, Rowell, Willis

Abstain: 0

Not Voting: 0

Minutes:

**A motion was made to authorize the City Attorney to send a letter to the Governor of Georgia expressing that HB 921 and HB 1019 may be unconstitutional and violate various State laws and request that his legal counsel review the legality of the bills.**

**The motion was approved 4-3. Councilmembers Willis, Rowell and Reeves voted in opposition.**

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#### 4. Adjournment of Meeting

Motion (Adjourn): Councilmember Gumbs

Second: Councilmember Willis

[Motion Withdrawn]

Yea: 0

Nay: 0

Abstain: 0

Not Voting: 0

Minutes:

**A motion was made to adjourn the Special Called Meeting at 1:50 PM.**

**The motion was withdrawn.**

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Motion (Adjourn): Councilmember Gumbs

Second: Councilmember Gilyard

[Motion Approved]

Yea: 7 Baker, Gilyard, Gumbs, khalid , Reeves, Rowell, Willis

Nay: 0

Abstain: 0

Not Voting: 0

Minutes:

**A motion was made to adjourn the Special Called Meeting at 1:57 PM.**

**The motion was approved unanimously.**

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# DIVIDER



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## **SPECIAL CALLED MEETING MINUTES**

### **1. Meeting Called to Order**

Minutes:

**The special meeting was called to order by Mayor William Edwards at 5:00 PM. Mayor Edwards provided an introductory statement regarding the need for a face mask mandate.**

**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.**

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### **2. Roll Call**

Minutes:

| <b>Attendee Name</b>   | <b>Title</b>             | <b>Status</b> | <b>Arrived</b> |
|------------------------|--------------------------|---------------|----------------|
| William "Bill" Edwards | Mayor                    | Present       |                |
| Catherine F. Rowell    | District 1 Councilmember | Present       |                |
| Carmalitha Gumbs       | District 2 Councilmember | Present       |                |
| Helen Z. Willis        | District 3 Councilmember | Present       |                |
| Naeema Gilyard         | District 4 Councilmember | Absent        |                |
| Corey A. Reeves        | District 5 Councilmember | Present       |                |
| khalid kamau           | District 6 Councilmember | Present       |                |
| Mark Baker             | District 7 Councilmember | Present       |                |

**Following the roll call by the City Clerk, a quorum was established. Councilmember Willis was absent from the meeting.**

---

### **3. Agenda Items**

#### **1. Executive Session**

Motion (Recess): Councilmember Baker

Second: Councilmember Gilyard  
[Motion Approved]

Yea: 6 Baker, Gilyard, Gumbs, khalid , Reeves, Rowell  
Nay: 0  
Abstain: 0  
Not Voting: 1 Willis

Minutes:

**A motion was made at 5:11 PM to Recess for an Executive Session for Litigation.**

**The motion was approved 6-0-1. Councilmember Willis was not present.**

---

Motion (Reconvene): Councilmember Baker  
Second: Councilmember Gilyard  
[Motion Approved]

Yea: 6 Baker, Gilyard, Gumbs, khalid , Reeves, Rowell  
Nay: 0  
Abstain: 0  
Not Voting: 1 Willis

Minutes:

**A motion was made to Reconvene from Executive Session at 5:43 PM.**

**The motion was approved 6-0-1. Councilmember Willis was not present.**

---

## 2. Discussion and Approval of Mandatory Wearing of Masks

Minutes:

**A discussion was conducted regarding the proposed ordinance.**

---

## 4. Adjournment of Meeting

Motion (Adjourn): Councilmember Rowell  
Second: Councilmember Reeves  
[Motion Approved]

Yea: 6 Baker, Gilyard, Gumbs, khalid , Reeves, Rowell  
Nay: 0  
Abstain: 0  
Not Voting: 1 Willis

Minutes:

**A motion was made to adjourn the Special Called Meeting at 6:22 PM.**

**The motion was approved 6-0-1. Councilmember Willis was not present.**

---



# DIVIDER



**CITY OF SOUTH FULTON, GEORGIA**

**VIRTUAL**

**Friday, July 10, 2020, 6:30 PM**



**SPECIAL CALLED MEETING MINUTES**

**1. Meeting Called to Order**

Minutes:

**The special meeting was called to order by Mayor William Edwards at 6:30 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:

| <b>Attendee Name</b>   | <b>Title</b>             | <b>Status</b> | <b>Arrived</b> |
|------------------------|--------------------------|---------------|----------------|
| William "Bill" Edwards | Mayor                    | Present       |                |
| Catherine F. Rowell    | District 1 Councilmember | Present       |                |
| Carmalitha Gumbs       | District 2 Councilmember | Present       |                |
| Helen Z. Willis        | District 3 Councilmember | Present       |                |
| Naeema Gilyard         | District 4 Councilmember | Present       |                |
| Corey A. Reeves        | District 5 Councilmember | Present       |                |
| khalid kamau           | District 6 Councilmember | Present       |                |
| Mark Baker             | District 7 Councilmember | Present       |                |

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

---

**3. Agenda Items**

**1. Executive Session**

Motion (Recess): Councilmember Willis

Second: Councilmember khalid

[Motion Approved]

Yea: 5 Baker, Gumbs, khalid , Rowell, Willis  
Nay: 1 Reeves  
Abstain: 0  
Not Voting: 1 Gilyard

Minutes:

**A motion was made at 6:36 PM to Recess for an Executive Session for Litigation.**

**The motion was approved 5-1-1. Councilmember Reeves voted in opposition and Councilmember Gilyard did not vote.**

---

Motion (Reconvene): Councilmember Rowell  
Second: Councilmember Gumbs  
[Motion Approved]

Yea: 7 Baker, Gilyard, Gumbs, khalid , Reeves, Rowell, Willis  
Nay: 0  
Abstain: 0  
Not Voting: 0

Minutes:

**A motion was made to Reconvene from Executive Session at 7:08 PM.**

**The motion was approved unanimously.**

---

## 2. Council Adoption of Ordinance for Mandatory Wear of Masks

Motion (Approve): Councilmember khalid  
Second: Councilmember Willis  
[Motion Approved]

Yea: 7 Baker, Gilyard, Gumbs, khalid , Reeves, Rowell, Willis  
Nay: 0  
Abstain: 0  
Not Voting: 0

Minutes:

**A motion was made to approve Section 1.3 of the ordinance " All persons in the City within six (6) feet of any other person with whom they do not cohabitate."**

**The motion was approved unanimously.**

---

Motion (Approve): Councilmember khalid  
Second: Councilmember Rowell  
[Motion Failed]

Yea: 3 khalid , Reeves, Rowell  
Nay: 3 Gilyard, Gumbs, Willis  
Abstain: 1 Baker

Not Voting: 0

Minutes:

**A motion was made to approve Section 1.B.6 of the ordinance "Persons actively engaged in outdoor physical fitness activities, provided such person maintains a minimum six feet distance from persons with whom they do not cohabitate."**

**The motion failed for a lack of four affirmative votes. 3-3-1. Councilmembers Gilyard, Willis and Gumbs voted in opposition. Councilmember Baker abstained.**

---

Motion (Approve): Councilmember Rowell

Second: Councilmember Gumbs

[Motion Approved]

Yea: 6 Gilyard, Gumbs, khalid , Reeves, Rowell, Willis

Nay: 0

Abstain: 1 Baker

Not Voting: 0

Minutes:

**A motion was made to delete Section 1.B.6 of the ordinance.**

**The motion was approved 6-0-1. Councilmember Baker abstained.**

---

Motion (Approve): Councilmember khalid

Second:

[Motion Failed for Lack of Second]

Yea: 0

Nay: 0

Abstain: 0

Not Voting: 0

Minutes:

**A motion was made to waive the first occurrence of the fine if the offender comes to court with either a Covid test or a mask. (Section 1.C)**

**The motion failed for a lack of a second.**

---

Motion (Approve): Councilmember Rowell

Second: Councilmember khalid

[Motion Approved]

Yea: 7 Baker, Gilyard, Gumbs, khalid , Reeves, Rowell, Willis

Nay: 0

Abstain: 0

Not Voting: 0

Minutes:

**A motion was made to add the following language "but may have the matter**

**dismissed by the Court Clerk at and/or prior to Court upon showing evidence that the violator has secured a mask." (Section 1.C)**

**The motion was approved unanimously.**

---

Motion (Approve): Councilmember khalid  
Second: Councilmember Gumbs  
[Motion Approved]

Yea: 6 Gilyard, Gumbs, khalid , Reeves, Rowell, Willis  
Nay: 1 Baker  
Abstain: 0  
Not Voting: 0

Minutes:

**A motion was made to make the effective date of the Ordinance on July 11, 2020 at 12pm. (Section 1.D)**

**The motion was approved 6-1. Councilmember Baker voted in opposition.**

---

Motion (Approve as Amended): Councilmember Willis  
Second: Councilmember Gumbs  
[Motion Approved]

Yea: 5 Gumbs, khalid , Reeves, Rowell, Willis  
Nay: 2 Baker, Gilyard  
Abstain: 0  
Not Voting: 0

Minutes:

**A motion was made to approve the ordinance with all approved changes.**

**The motion was approved 5-2. Councilmembers Baker and Gilyard voted in opposition.**

---

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

Yea: 5 Gumbs, khalid , Reeves, Rowell, Willis  
Nay: 1 Baker  
Abstain: 0  
Not Voting: 1 Gilyard

Minutes:

**A motion was made to call the question on the previous motion.**

**The motion was approved 5-1-1. Councilmember Baker voted in opposition and Councilmember Gilyard did not vote.**

---

#### 4. Adjournment of Meeting

Motion (Adjourn): Councilmember Gumbs

Second: Councilmember Baker

[Motion Approved]

Yea: 7 Baker, Gilyard, Gumbs, khalid , Reeves, Rowell, Willis

Nay: 0

Abstain: 0

Not Voting: 0

Minutes:

**A motion was made to adjourn the Special Called Meeting at 7:51 PM.**

**The motion was approved unanimously.**

---

**GOVERNMENT OF THE CITY OF SOUTH FULTON**

Office of the City Manager

WILLIAM "BILL" EDWARDS  
MAYOR



ODIE DONALD II  
CITY MANAGER

**MEMORANDUM**

**TO:** Council Approval of Council Work Session Minutes

**DATE:** July 28, 2020

**SUBJECT:** Council Approval of Council Work Session Minutes

**REFERENCE:**

---

**CONCLUSION:**

**BACKGROUND:**

**FISCAL IMPACT:**

**ATTACHMENTS:**

| Description                     | Type       | Upload Date |
|---------------------------------|------------|-------------|
| 14July DRAFT WS Meeting Minutes | Cover Memo | 7/21/2020   |

**CITY OF SOUTH FULTON, GEORGIA**

**VIRTUAL**

**Tuesday, July 14, 2020, 4:00 PM**



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**COUNCIL WORK SESSION MEETING MINUTES**

**I. Call to Order**

Minutes:

**The Work Session was called to order by Mayor William Edwards 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.**

---

**II. Roll Call**

| <b>Attendee Name</b>   | <b>Title</b>             | <b>Status</b> | <b>Arrived</b> |
|------------------------|--------------------------|---------------|----------------|
| William "Bill" Edwards | Mayor                    | Present       |                |
| Catherine F. Rowell    | District 1 Councilmember | Present       |                |
| Carmalitha Gumbs       | District 2 Councilmember | Present       |                |
| Helen Z. Willis        | District 3 Councilmember | Present       |                |
| Naeema Gilyard         | District 4 Councilmember | Present       |                |
| Corey A. Reeves        | District 5 Councilmember | Present       |                |
| khalid kamau           | District 6 Councilmember | Present       |                |
| Mark Baker             | District 7 Councilmember | Present       |                |

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

**III. Agenda Items**

1. Council Discussion on a Smart City Solution Partnership with Comcast - City Manager

Minutes:

**Stewart Croucher, Frederick Behnke (Machine Q) and Robert Schwartz with Comcast led a presentation regarding the Smart City Solution Partnership.**

**The presentation was followed by a question and discussion period.**

---

2. Council Discussion on Facility Condition Assessment for URA Projects - Public Works/Jacobs Engineering

Minutes:

**Antonio Valenzuela with Public Works and Jessica Goodell with Jacobs led a presentation regarding the Facility Condition Assessment for URA Projects.**

**The presentation was followed by a question and discussion period.**

---

3. Council Discussion on Contract for Right-of-Way (ROW) Acquisition Services - Public Works

Minutes:

**Antonio Valenzuela with Public Works led a presentation regarding the Contract for Right-of-Way Acquisition Services. Recommended contractor, Atlas Acquisitions will be presented for approval at the next Regular Council Meeting.**

**The presentation was followed by a question and discussion period.**

---

4. Council Discussion on Contract for Culvert at Cascade Road over Branch of Utoy Creek - Procurement

Minutes:

**Antonio Valenzuela with Public Works provided an update regarding the Culvert at Cascade Road over Branch of Utoy Creek.**

**The presentation was followed by a question and discussion period.**

---

5. Council Discussion on New Public Safety Building - Public Works, Police and Municipal Court

Minutes:

**Antonio Valenzuela with Public Works provided an update regarding the Public Safety Facility.**



**The presentation was followed by a question and discussion period.**

---

6. Council Discussion on Operational Overview and Impact Fees of Community Development and Regulatory Affairs- CDRA

Minutes:

**Christina Cummings with CDRA provided an update regarding CDRA operations.**

**The presentation was followed by a question and discussion period.**

---

7. Council Discussion on Changes to Ordinance 2020-004 Sec 2-5008 Transfer, Suspension, Revocation - CDRA
8. Council Discussion on the 2020 Fall Youth Athletics COVID-19 Concerns - Parks, Recreations and Cultural Affairs

Minutes:

**Chapin Payne with Parks Recreation and Cultural Affairs provided an update regarding 2020 Fall Youth Athletics COVID-19 concerns to include a recommendation to cancel the 2020 Youth Football season.**

**The presentation was followed by a question and discussion period.**

---

9. Council Discussion on COVID-19 Protocols and Activities - City Manager

Minutes:

**Odie Donald, City Manager provided an update regarding COVID-19 Protocols and Activities.**

**The presentation was followed by a question and discussion period.**

---

10. Council Discussion on Grow Box Initiative - City Manager and CDRA

Minutes:

**Christina Cummings and Chapin Payne provided an update regarding the Grow Box Initiative.**

**The presentation was followed by a question and discussion period.**

---

11. Council Discussion on When and Where Fireworks are Allowed in COSF (CM khalid)

Minutes:

**Councilmember khalid and Attorney Walker led a discussion regarding when and where fireworks are allowed in the City of South Fulton.**

**The presentation was followed by a question and discussion period.**

---

#### IV. 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*

Motion (Recess): Councilmember Willis

Second: Councilmember Baker

[Motion Approved]

Yea: 6 Baker, Gumbs, khalid , Reeves, Rowell, Willis

Nay: 0

Abstain: 0

Not Voting: 2 Edwards, Gilyard

Minutes:

**A motion was made at 6:34 PM to Recess for an Executive Session for Personnel, Litigation and Real Estate.**

**The motion was approved 6-0-1. Councilmember Gilyard was not present.**

---

Motion (Reconvene): Councilmember Rowell

Second: Councilmember Willis

[Motion Approved]

Yea: 6 Baker, Gumbs, khalid , Reeves, Rowell, Willis

Nay: 0

Abstain: 0

Not Voting: 2 Edwards, Gilyard

Minutes:

**A motion was made to Reconvene from Executive Session at 8:28 PM.**

**The motion was approved 6-0-1. Mayor Edwards and Councilmember Gilyard were not present.**

---

#### V. Adjournment of Meeting

Minutes:

**A motion was made to adjourn the Work Session at 8:29 PM.**

**The motion was approved 6-0-1. Mayor Edwards and Councilmember Gilyard were not present.**

---



**GOVERNMENT OF THE CITY OF SOUTH FULTON**

**Office of the City Manager**

**WILLIAM "BILL" EDWARDS**  
MAYOR



**ODIE DONALD II**  
CITY MANAGER

**MEMORANDUM**

**TO:** PUBLIC HEARING - Council Approval of Alcohol License

**DATE:** July 28, 2020

**SUBJECT:** PUBLIC HEARING - Council Approval of Alcohol License

**REFERENCE:**

---

**CONCLUSION:**

**BACKGROUND:**

**FISCAL IMPACT:**

**ATTACHMENTS:**

| Description                                 | Type       | Upload Date |
|---------------------------------------------|------------|-------------|
| Alcohol License - 5100 Cascade Palmetto Hwy | Cover Memo | 7/23/2020   |

# GOVERNMENT OF THE CITY OF SOUTH FULTON

ODIE DONALD II  
CITY MANAGER



KIETH MEADOWS  
CHIEF OF POLICE

## MEMORANDUM

**TO:** City of South Fulton Mayor & Council

**FROM:** Chief of Police, Keith Meadows – Police Department

**SUBJECT:** Request by GSS Capital, Inc (Citgo Food Mart) for an alcohol license for retail package sale of malt beverage(beer) and wine at 5100 Cascade Palmetto Highway, Fairburn, Georgia 30213

**DATE:** May 20, 2020

The applicant for GSS Capital, Inc doing business as Citgo Food Mart, seeks an alcohol license for retail package sale of malt beverage(beer) and wine at 5100 Cascade Palmetto Highway, Fairburn, Georgia 30213. All applicable fees have been paid related to the alcohol licenses.

Application and/or location have been reviewed/inspected and approved by Code Enforcement; Fire Department; Zoning, Fulton County School System, Business License Department and South Fulton Police Department.

### POLICE CHIEF RECOMMENDATION: APPROVAL

#### APPLICATION INFORMATION

|                                   |                                                                                                                                                      |
|-----------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------|
| Applicant Information:            | Pushpinder Singh Johar<br>5100 Cascade Palmetto Highway<br>Palmetto, GA 30213                                                                        |
| City Council District(s):         | 4                                                                                                                                                    |
| Parcel ID Number:                 | 07020000490634                                                                                                                                       |
| Square Footage:                   |                                                                                                                                                      |
| Existing Zoning:                  | C-1 (Community Business)                                                                                                                             |
| Current/Past Use of the Property: | AG-1 (Agricultural District)                                                                                                                         |
| History                           | This request serves as the applicants first request. The property currently operates as a Gas Station/Convenience Store in the City of South Fulton. |

cc: Diane White, City Clerk



# City of South Fulton

## Alcohol Beverage License Application and Information Packet

*Revised 1/1/19*

**CITY CLERK's OFFICE**  
5440 Fulton Industrial Blvd  
Atlanta, GA 30336  
470-809-7712



***APPLICATION INSTRUCTION SHEET***

Satisfactory completion of the following requirements is necessary to file applications. **Incomplete applications will not be accepted.**

- ☐ 1. ***ORIGINAL APPLICATION*** – Answer all questions on application legibly and appropriately in black ink or typed. Be sure application is notarized.
- ☐ 2. ***PERSONAL HISTORY STATEMENT*** – One personal history statement and the applicant will be fingerprinted at the South Fulton Police Department. If applicant is or represents a corporation or partnership, the agent and first (5) corporate officers or major stakeholders must complete a personal history statement and be fingerprinted.
- ☐ 3. ***FINGERPRINT AND BACKGROUND CHECK FEE***- There is a non-refundable \$855.00-dollar background investigation fee and additional \$55.00 dollars per individual that must be fingerprinted. Payable by business check cashier's check or cash.
- ☐ 4. ***CORPORATE PAPERS*** – Submit a certificate of incorporation, a copy of the corporate charter/by laws that have been properly signed by the Secretary of State and the registered agent(s) for the corporation. List all percentages held and title of each officer on the application.
- ☐ 5. ***LETTER OF CLEARANCE – APPLIES TO LICENSEE-AGENT ONLY.***
  - ☐ A. ***Federal Clearance*** – verifying that neither the applicant/agent and/or spouse have been convicted of a crime within the past (10) years. May be obtained from the Federal District Court (see the Clerk of Court) Richard B. Russell Building, 75 Ted Turner Drive, Atlanta, GA 30303. There is a cost of \$31.00 for the Clearance Letter - per name -and \$.50 for additional non-certified copy.
  - ☐ B. ***Certificate of Residence*** – Applicant/Agent must reside in one of the thirteen Metro-South Fulton counties (Cherokee, Clayton, Cobb, Coweta, Dekalb, Douglas, Fayette, Forsyth, Fulton, Gwinnett, Henry, Paulding and Rockdale). Probate court of the county in which you may reside may sign the certificate-verifying residency. (See the Clerk of Superior Court).
  - ☐ C. ***Proof of Citizenship*** – Applicant/Agent must be a citizen of the United States or an alien lawfully admitted for permanent residence. A copy of the citizenship naturalization certificate or resident alien status is required.
  - ☐ D. ***Three Letters of Reference*** – May be furnished by any three (3) persons who have known the applicant for at least three (3) years. Letters must include name, address and telephone number.
  - ☐ E. ***Two (2) small color photos*** – Size 2 x 2 (passport size if possible).
- ☐ 6. ***SURVEY*** – Survey of location prepared by a Registered Survey noting the distances per City Ordinance Sec. 6-40010. The survey must be of the proposed premises depicting the distance requirements as specified on the alcoholic beverage application (question #5). The survey must also state how the property was measured (from what point of the premises to what point of the measured location and the direction of measurement).
- ☐ 7. ***LEASE OR VALID DOCUMENT*** – Shows applicant has legal access to the proposed premises (deed, lease, sublease, rental agreement, etc.).



## CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE

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- ❑ **8. FINANCIAL INVESTMENTS** – All applicants must furnish, at the time of filing application, all financial investments pertaining to the business operation. If documents are bank statements, the six months immediately preceding the investment are required.
- ❑ **9. MENU** – If applying as a restaurant, a copy of the menu is required showing the food served for on premise consumption.
- ❑ **10. FLOOR PLAN** – A drawing of the alcohol license premises including the customer service area (if restaurant, club, bar, etc.), must accompany the application. This includes measurements of total square footage of service area.
- ❑ **11. ZONING CLEARANCE** – Applicant must be in compliance with all City of South Fulton Zoning requirements. The Zoning Department is located at 5440 Fulton Industrial Blvd, Atlanta, GA (470) 809-7201.
- ❑ **14. ALCOHOL LICENSE FEES** - Fees will be assessed once application is submitted. See enclosed fee schedule. All fees are payable by money order, business check or cashier's check only.
- ❑ **15. IF APPLICABLE, APPROVAL OF FIRE, HEALTH, SCHOOL BOARD, ZONING AND CODE ENFORCEMENT DEPARTMENTS WILL BE REQUIRED** – After your interview with an investigator and you pass your background investigation, letters will be sent to the appropriate agencies to complete inspections. The applicant must cooperate with these departments to conduct inspections. Applications will not be submitted for approval until all required inspections are completed.
- ❑ **16. ADVERTISEMENT FEE (\$1179.20)** - This is the minimum estimated fee that the Daily Report charges for the required advertisement. Once advertisement is submitted you will be notified of any remaining balance. The applicant pays for advertisement and the Police Department will post your advertisement in accordance with Sec. 16-4001(a)(1).
- ❑ **17. BUSINESS LICENSE.** A copy of your City of South Fulton current business license or temporary issued business license.

If there are any questions concerning the completion of the applications, please call the South Fulton Police License and Permits Unit for assistance at (470) 809-7310 or 470-809-7372 or visit the web [cosf.municode.com](http://cosf.municode.com).

The completed application along with all required documents and initial required non-refundable application, fingerprint and background fees of must be submitted to the City of South Fulton, City Clerk, located at 5440 Fulton industrial Blvd., Atlanta, GA 30336. The city clerk will forward application within two business days to the South Fulton Police Department. An investigator will then call to schedule an appointment to meet with applicant in person to review application. Investigator appointments are scheduled Monday, Tuesday, and Wednesday between 9:00 am until 2:00pm.

Interviews with investigators will take place at the Police Department's License and Permits Unit located at 4121 Cascade Road - Atlanta, Georgia 30331.



## CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE



### ALCOHOL LICENSE 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:

#### **BACKGROUND INVESTIGATION FEE:**

(includes \$55 fee for fingerprinting) ..... \$855.00

#### **LICENSE FEE:**

Consumption on the premises by the drink

Retail (Bar, Restaurant, etc.):

Liquor ..... \$3200.00

Beer ..... \$650.00

Wine ..... \$650.00

Note: Premises offering sale by the drink require an additional license for the operation of each lounge, separate restaurant (with separate bar), or other place for consumption on the premises located within the same building covered by the initial license and under the same ownership. An annual license fee of \$1000.00 will be charged for each additional license issued in addition to the initial license.

Microbrewery ..... \$2000

Growler ..... \$2000

#### Distilled Spirits by the package

Retail (Liquor Store):

Liquor (does not include beer and wine) ..... \$3800.00

Beer ..... \$300.00

Wine ..... \$300.00

#### Wholesale (Warehouse Distributor):

Liquor (does not include beer and wine) ..... \$4500.00

Beer ..... \$360.00

Wine ..... \$360.00

#### Manufacturer (Distillery):

Liquor (does not include beer and wine) ..... \$4000.00

Beer ..... \$500.00

Wine ..... \$500.00

#### **ADVERTISING FEE:**

Initial Advertising Fee ..... \$1179.20

**FIRE INSPECTION FEE:** ..... \$75.00

# CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE

## PERSONAL STATEMENT

**INSTRUCTIONS:** This personal statement must be executed, under oath, by every person having any ownership or profit sharing interest in, or managing, any place of business applying for a license from the City of South Fulton to sell or deal in alcoholic beverages or liquors. Each question must be fully answered. If the space provide is not sufficient, 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) Pushpinder Singh Johar

Home Address: [REDACTED]

Business Address: 5100 Cascade Palmetto Hwy, Fairburn, GA 30213

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

Race: [REDACTED] Height: [REDACTED] Weight: [REDACTED] Eye Color: Brown U.S. Citizen Yes By Birth No

Hair Color: [REDACTED] Social Security Number: [REDACTED] Driver License Number: [REDACTED]

Have you been convicted of any law? Federal: No Foreign Country: No State Law: No and/or

City Ordinance: No if so, explain: \_\_\_\_\_

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

July 2010 to Apr 2018, 3601 W Algonquin Rd #425, Rolling Meadows, IL 60008, Tel: (847) 368-0860

May 2018 - Present, President at Kirat Inc, 2805 Lee Rd, Lithia Springs, GA 30122

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

Full name of spouse Loveleen Kaur Johar Social Security Number [REDACTED]  
Wife's Maiden Name Chandok Social Security Number [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.

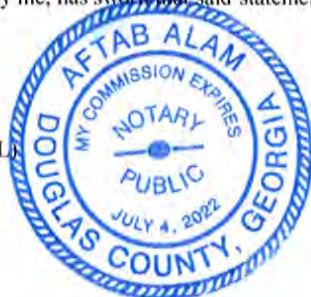
Pushpinder Singh Johar [Signature] 10/31/2019  
Applicant's Printed Name Applicant's Signature Date of Application

I hereby certify that Pushpinder Singh Johar 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 31st day of October, 2019.

Notary Public Signature: [Signature] (AFFIX SEAL)

Notary Printed Name: AFTAB ALAM





**CITY OF SOUTH FULTON**  
**Certificate of Residence**  
**For Retail Package Distilled Spirits Applicants Only**

State of Georgia, PAULDING County

I, DEBORAH ANDERSEN Judge of the probate Court, for PAULDING

County, Georgia, hereby certify that Pushpinder Singh Johar is now and has been a Bona Fide Resident of the state of Georgia for one year in the county of Paulding 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 29<sup>th</sup> day of October, 2019.

Deborah Andersen  
Judge of the Probate Court

PAULDING

County, Georgia

\*\*\*\*\*

**Certificate of Residence**  
**For All Other Alcoholic Beverage License Applicants**

State of Georgia, PAULDING County

I, DEBORAH ANDERSEN Judge of the probate Court, for PAULDING

County, Georgia, Hereby certify that Pashpinder Singh Johar is now and has been a Bona Fide Resident of the state of Georgia in the county of PAULDING 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 29<sup>th</sup> day of October, 2019.

Deborah Andersen  
Judge of the Probate Court

PAULDING

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:

DRIVER 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 Douglasville (city) Georgia (state)

[Signature]  
Signature of Applicant

Pushpinder Singh Johar  
Printed Name of Applicant

SUBSCRIBED AND SWORN BEFORE  
ME ON THE  
31<sup>st</sup> DAY OF October, 20 19

[Signature]  
NOTARY PUBLIC  
My Commission Expires: July 04, 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 1<sup>st</sup> of the below signed year, the individual, firm, or corporation employed more than ten (10) employees.
- (B) X On January 1<sup>st</sup> 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:

N/A  
Name of Private Employer

N/A  
Federal Work Authorization User Identification Number

N/A  
Date of Authorization

I hereby declare under penalty of perjury that the foregoing is true and correct. Executed on this day 31<sup>st</sup> of October, 2019 in Lawrenceville (city), GA (state).

[Signature]  
Signature of Authorized Officer or Agent

Pushpinder Singh Johar, President  
Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME  
ON THIS THE 31<sup>st</sup> DAY OF October, 2019.

[Signature]  
NOTARY PUBLIC  
My Commission Expires: July 04, 2022



## CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE



### REPORT FOR LAND SURVEY FOR ALCOHOLIC BEVERAGE LICENSE

For the purpose of the Alcoholic Beverage Ordinance distance means the measurement in lineal feet from the front entrance of the proposed location to the nearest property line of the private residence, church or place of religious services, public library, school ground or college campus, or designated school bus stop for drop off or pick up of children.

\_\_\_\_\_ A boundary line survey.

\_\_\_\_\_ A boundary line survey shall be prepared by a Georgia Registered Land Surveyor.

The following information shall be required on the survey:

1. Building location within boundaries of property.
2. Indicate location of main/front entrance of building to determine appropriate distance requirements.
3. Name, address, telephone number of applicant.
4. Date of survey, graphic scale and north arrow.
5. Location of tract (land district and land lot) and acreage.
6. Signature and certification statements as listed below on survey for related alcoholic beverage use.
7. Include one (1) of the certification statements as listed below on survey for related alcoholic beverage use.

\_\_\_\_\_ Certified that RETAIL SALES (Distilled Spirits) is not located within 100 feet of any private residence, or 300 feet of a church building or within 300 feet of any school building, school grounds, or college campus, or within 200 feet of any designated school bus stop for drop off or pick up of children, or within 1500 feet of any other business licensed to sell package liquor at retail.

 \_\_\_\_\_ Certified that RETAIL SALES (Beer and Wine) is not located within 100 feet of any private residence, or 300 feet of a church building or within 300 feet of any school building, school grounds, or college campus, or within 200 feet of any designated school bus stop for drop off or pick up of children.

|                                                                                     |                 |
|-------------------------------------------------------------------------------------|-----------------|
|  | LS 2956         |
| Signature of Georgia Registered Land Surveyor                                       | Surveyor Number |



# CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE

**SECTION 1: Licensee/Agent** Pushpinder Singh Johar **For the year** 2020 **Date** \_\_\_\_\_

All applications must be typed or printed in black 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 City Clerk, 5440 Fulton Industrial Blvd., Atlanta, GA. All required supporting documents must be attached. There is a non-refundable \$855.00-dollar background investigation fee due at filing payable by money order, cashier's check or business check. These fees are non-refundable and is NOT applied to the alcohol license fees.

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

| <u>LIQUOR</u>                                 | <u>BEER</u>                                        | <u>WINE</u>                                        |
|-----------------------------------------------|----------------------------------------------------|----------------------------------------------------|
| <input type="checkbox"/> RETAIL PACKAGE       | <input checked="" type="checkbox"/> RETAIL PACKAGE | <input checked="" type="checkbox"/> RETAIL PACKAGE |
| <input type="checkbox"/> CONSUMED ON PREMISES | <input type="checkbox"/> CONSUMED ON PREMISES      | <input type="checkbox"/> CONSUMED ON PREMISES      |
| <input type="checkbox"/> IMPORTER             | <input type="checkbox"/> IMPORTER                  | <input type="checkbox"/> IMPORTER                  |
| <input type="checkbox"/> MANUFACTURER         | <input type="checkbox"/> MANUFACTURER              | <input type="checkbox"/> MANUFACTURER              |
| <input type="checkbox"/> WHOLESALE            | <input type="checkbox"/> WHOLESALE                 | <input type="checkbox"/> WHOLESALE                 |
| <input type="checkbox"/> NIGHT CLUB           | <input type="checkbox"/> NIGHT CLUB                | <input type="checkbox"/> NIGHT CLUB                |
| <input type="checkbox"/> RESTAURANT           | <input type="checkbox"/> RESTAURANT                | <input type="checkbox"/> RESTAURANT                |
| <input type="checkbox"/> BAR                  | <input type="checkbox"/> BAR                       | <input type="checkbox"/> BAR                       |
| <input type="checkbox"/> LOUNGE               | <input type="checkbox"/> LOUNGE                    | <input type="checkbox"/> LOUNGE                    |
| <input type="checkbox"/> PRIVATE CLUB         | <input type="checkbox"/> PRIVATE CLUB              | <input type="checkbox"/> PRIVATE CLUB              |
| <input type="checkbox"/> HOTEL SUITES         | <input type="checkbox"/> HOTEL SUITES              | <input type="checkbox"/> HOTEL SUITES              |
| <input type="checkbox"/> HOTEL                | <input type="checkbox"/> HOTEL                     | <input type="checkbox"/> HOTEL                     |
| <input type="checkbox"/> OTHER _____          | <input type="checkbox"/> FOOD STORE                | <input type="checkbox"/> FOOD STORE                |
|                                               | <input type="checkbox"/> OTHER _____               | <input type="checkbox"/> OTHER _____               |

**ACTIVITIES PROPOSED FOR PREMISES**

- ☐ CUSTOMER DANCING  
☐ LIVE ENTERTAINMENT  
☐ ADULT ENTERTAINMENT

*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; and (3) Attach membership application.*

1. Is applicant: ☐ Sole Proprietorship ☐ Partnership ☒ Corporation ☐ LLC
2. Legal Name of Business: GSS CAPITAL INC  
 Operating/Trade Name of Business: Citgo Food Mart  
 Has location had alcohol license within the last 12 months? ☐ Yes ☒ No
3. Location of Business: 5100 Cascade Palmetto Hwy, Fairburn, GA 30213 Council District: 4  
 (Street Address, City, State Zip)
4. Proposed Location Zoned: Commercial
5. A. Distance from closest private residence in any direction: 1,235 Feet  
 B. Distance from closest college campus or school ground: 5,382 Feet  
 C. Distance from closest branch of any South Fulton Public library: 32,736 Feet  
 D. Distance from closest church or place of worship: 3,890 Feet  
 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. None Found as per survey

## CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE

1. Hours said manager will be on the premise: 8 hours
2. What is the manager's business experience? 1.5 years in managing gas stations
3. Has the manager worked in this or a similar capacity? ☒ Yes ☐ No  
If yes, explain: Managing Gas station at 2805 Lee Rd, Lithia Springs, GA 30122
4. Does Agent/License or any member of the Partnership, Corporation or Stockholder currently hold an Alcohol license (including a server permit)? ☒ Yes ☐ No
5. Has Agent/License 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  
☐ denied ☐ suspended ☐ revoked  
If yes, please check the appropriate status above and explain \_\_\_\_\_

### LICENSED PREMISES

6. Do you own the property where the business is located? ☐ Yes ☒ No
7. If property rented/leased, owner's name and address: Madsen Clervoyant  
[REDACTED]  
Sublessor: Nabeel Group of Companies Inc
8. 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: \_\_\_\_\_
9. Is business located in a hotel or motel? ☐ Yes ☒ No  
If yes, name of Hotel or Motel \_\_\_\_\_
10. If the business is to be operated as a department inside premises where another business is operating, give details of the existing business. N/A
11. What will be your business/operating hours? 6:00am to 12:00am
12. Where will your trash receptacle be located? Right side of the building
13. What arrangements have you made for trash removal? Will use trash company's service
14. How often will you clean your property? Everyday
15. What is your plan for sanitation, unlawful conduct and fire prevention on the premises? \_\_\_\_\_  
Trash Service, Cleaning people, proper lightening in the premises, security cameras.
16. What type of security do you plan to have? Security Cameras, calling law enforcement if needed  
and if any suspicion activity is noticed in and around the premises.



## CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE

17. 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? Making them aware about city code and manager level training to recognize fake ID's and and ask for ID's from every customers.
18. What type of buffering do you have/will you provided to alleviate the effects of noise, lighting, odors, traffic or other nuisances on surrounding properties? Do you have any plans to prevent un-permitted vending on your property?  
This is gas station. There will not be any noise and odors. NO VENDOR PERMITTED.
19. Describe the traffic and pedestrian ingress and egress to/from the property and to/from any existing or proposed structure on the property. Traffic and pedestrian may ingress and egress to/from Ridge Rd as well as Cascade Palmetto Hwy

### ON PREMISES CONSUMPTION LICENSE

*If you are applying for an on-premises alcoholic beverage consumption license, please complete questions 20-26. If not, please skip ahead to question 27.*

20. Seating Capacity: ☐ Restaurant \_\_\_\_\_ ☐ Bar \_\_\_\_\_ ☐ Other \_\_\_\_\_  
☐ Brewpub \_\_\_\_\_ ☐ Brewery \_\_\_\_\_  
☐ Lounge \_\_\_\_\_ ☐ Farm Winery \_\_\_\_\_  
☐ Private \_\_\_\_\_ ☐ Nightclub \_\_\_\_\_
21. 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.\**
22. Is business air conditioned? ☐ Yes ☐ No
23. Will you have live entertainment? ☐ Yes ☐ No
24. What percentage of revenues do you expect to come from food sales? \_\_\_\_\_ from alcohol? \_\_\_\_\_
25. What is the total square footage of the licensed premises? \_\_\_\_\_
26. 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? \_\_\_\_\_  
\_\_\_\_\_

*\*Attach copies of any relevant leases and a map showing location in relation to licensed establishment.\**

# CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE

## RETAIL PACKAGE LIQUOR LICENSE (selling liquor, beer, & wine only)

**If you are applying for a package liquor license, please complete questions 27-30.  
If not please skip ahead to question 31.**

27. Do you propose to operate this store solely as a package liquor store?      ☐ Yes      ☐ No

28. Give the amount of the gross sales of the retail liquor store at the licensed location for the previous twelve (12) months and state the dates used in computing the gross:

| DATES (FROM – TO) | GROSS SALES |
|-------------------|-------------|
|                   |             |
|                   |             |
|                   |             |
|                   |             |

29. Does the Agent/Licensee, 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 |
|------|-----------------------------|----------|------------|
|      |                             |          |            |
|      |                             |          |            |
|      |                             |          |            |
|      |                             |          |            |

30. 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:

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# CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE

## SECTION 2:

31. Full name of applicant (Company/Corporation) GSS CAPITAL INC

32. Full name of Agent/License: Pushpinder Singh Johar

License/Agent Social Security Number: [REDACTED]

Date of Birth and Place of Birth: [REDACTED] Place of Birth - Punjab, India

Citizen of the USA? ☒ Yes ☐ No Alien Number: \_\_\_\_\_

Resident of Georgia? ☒ Yes ☐ No Years 2 County Paulding

Home Address: [REDACTED]

Dallas GA 30132  
 City State Zip Code

Telephone Number: Home: [REDACTED] Business: ( 678 ) 763-5599

Email Address: [REDACTED]

Hours said Agent/Licensee will actively be on the premise: 8 hours a day - Mon to Fri

List duties of Agent/Licensee: Managing day to day business of gas station as well as monitoring and supervising employees and vendors.

33. Full Name of Spouse, Including Maiden Name: Loveleen Kaur Johar

Spouse's Social Security Number: [REDACTED]

Date of Birth and Place of Birth: [REDACTED] Punjab, India

Hours Spouse on Premises: None

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

| COMPANY        | ADDRESS (CITY & STATE)      | POSITION           | DATES                   |
|----------------|-----------------------------|--------------------|-------------------------|
| Dell Computers | Gurgaon, UP, India          | Sr. Tech Support   | July 2009 to April 2010 |
| VIVA USA Inc   | Rolling Meadows, IL         | IT Service Manager | July 2010 to Mar 2018   |
| Kirat Inc      | 2805 Lee Rd, Lithia Springs | Owner              | April 2018-Present      |
|                | GA, 30122                   |                    |                         |

35. Full Name of Manager: Pushpinder Singh Johar

Social Security Number of Manager: [REDACTED]

Date of Birth and Place of Birth: [REDACTED] Punjab, India

Home Address: [REDACTED]

Telephone Number: Home: [REDACTED] Business: ( 678 ) 763-5599

E-mail Address: [REDACTED]



# CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE

36. Full Name of Spouse, Including Maiden Name: Loveleen Kaur Johar

Spouse's Social Security Number: [REDACTED]

Spouse's Date of Birth and Place of Birth of: [REDACTED] Punjab, India

37. Does Agent/Licensee, 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

38. 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 |
|----------------|------|---------|----------|-------------|
|                |      |         |          |             |
|                |      |         |          |             |
|                |      |         |          |             |
|                |      |         |          |             |

## BACKGROUND. FINANCIAL INFORMATION ON APPLICANT. MANAGER AND OWNERS

39. Applicant's full name (Company/Corporation) GSS CAPITAL INC

If a Corporation, Date of Incorporation: 04/25/2019 Taxpayer Id# 83-[REDACTED]

40. 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 |
|------------------|------------|------------|------------|-----------|------------|
| Pushpinder Johar | [REDACTED] | [REDACTED] | [REDACTED] | President | 100%       |
|                  |            |            |            |           |            |
|                  |            |            |            |           |            |

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.

41. Do you own the property where the business is located? ☐ Yes ☒ No

If yes:

Date of Purchase \_\_\_\_\_ Purchase Price \_\_\_\_\_ Seller's Names \_\_\_\_\_

42. If property rented/leased, owner's name and address: Madsen Clervoyant, [REDACTED]

Amount of rent/lease:

Monthly \$2,500 Annually \$30,000 Other (specify) \_\_\_\_\_

*(Submit copy of lease agreement, deed, sublease, etc.)*

# CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE

43. 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      |
|------------------|-----------------|------------------------|------------|
| Pushpinder Johar | \$9,000         | Business Earned Income | 11/01/2019 |
|                  |                 |                        |            |
|                  |                 |                        |            |
|                  |                 |                        |            |
|                  |                 |                        |            |

44. Bank accounts and assets in the name of agent/licensee and/or maintained by the agent/licensee, whether individual, partnership or corporation. (Provide copies of account statements)

| TYPE             | BANK        | CITY & STATE       | ACCOUNT NUMBER | AMOUNT  |
|------------------|-------------|--------------------|----------------|---------|
| Checking Account | Wells Fargo | Lithia Springs, GA |                | \$5,286 |
|                  |             |                    |                |         |
|                  |             |                    |                |         |

45. Has Agent/Licensee, 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 |
|------|---------|-------------|------|
|      |         |             |      |
|      |         |             |      |
|      |         |             |      |

46. 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

47. List any financial interest or ownership which Agent/Licensee or any member of the partnership or corporation or stockholder presently has in any alcoholic beverage license in the state of Georgia.

| NAME             | NAME AND ADDRESS OF PREMISES                       | POSITION | % OF INTEREST |
|------------------|----------------------------------------------------|----------|---------------|
| Pushpinder Johar | Kirat Inc, 2805 Lee Rd<br>Lithia Springs, GA 30122 | Owner    | 100%          |
|                  |                                                    |          |               |
|                  |                                                    |          |               |

48. 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.

Business earnings from other business owned

# CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE

## RETAIL PACKAGE LICENSE (selling beer & wine only)

**If you are applying for a retail package license, please complete questions 49-50.  
If not, please skip ahead to next page.**

49. 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 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<br>AGREEMENT INFORMATION | AMOUNT OF RENT | LESSOR |
|----------|---------------------------------------|----------------|--------|
|          |                                       |                |        |
|          |                                       |                |        |
|          |                                       |                |        |
|          |                                       |                |        |

50. Are you or any member of your family the Executor, Administrator, Beneficiary or Heir of any estate having any interest in retail package store? ☐ Yes ☒ No

If yes, list location(s), amount of interest and your relationship with the estate:

| LOCATION(S) | % INTEREST | YOUR RELATIONSHIP TO ESTATE |
|-------------|------------|-----------------------------|
|             |            |                             |
|             |            |                             |
|             |            |                             |
|             |            |                             |

51. Are you or any member of your family the beneficiary or trustee of any trust fund having any interest in a retail package 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**

Are you familiar with the city of South Fulton ordinances, state laws and regulations governing the operation of establishments that serve and/or sell alcoholic beverages? ☒ yes ☐ no

Do you agree to abide by such ordinances, laws and regulations ☒ yes ☐ no

It is the responsibility of the agent to ensure that all licenses to sell alcoholic beverages are renewed no later than December 15th of each year.

I, Pushpinder Singh Johar, being duly sworn according to law, do swear that the facts and details stated by me in the foregoing answers to questions are true and complete, and no false or fraudulent statement is made herein, that such answers were made in order to procure the granting of such license.

SIGNATURE OF AGENT/LICENSEE

10/31/2019  
DATE

Pushpinder Singh Johar

PRINTED NAME OF AGENT/LICENSEE

SWORN TO AND SUBSCRIBED

BEFORE ME THIS 31<sup>st</sup> DAY OF OCTOBER 20 19

NOTARY PUBLIC





## CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE

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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 \(http://gbi.georgia.gov/obtaining-criminal-history-record-information\)](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 \(http://gbi.georgia.gov/obtaining-criminal-history-record-information\)](http://gbi.georgia.gov/obtaining-criminal-history-record-information).

2018-05 Attachment A

Date Revised: 1/1/2019

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## CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE

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### 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.

2018-05 Attachment B



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.

**§ 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.

**§ 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.

**§ 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*.

**§ 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.



# 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)                      | Pushpinder Singh Johar                        |               |                        |
| Any other name used (i.e. maiden name) | None                                          |               |                        |
| Home Address                           | [REDACTED]                                    |               |                        |
| Name of Business                       | GSS CAPITAL INC D/B/A CITGO FOOD MART         |               |                        |
| Address of Business                    | 5100 Cascade Palmetto Hwy, Fairburn, GA 30213 |               |                        |
| Gender                                 | Race                                          | Date of Birth | Social Security Number |
| Male                                   | [REDACTED]                                    | [REDACTED]    | [REDACTED]             |

✕ I, Pushpinder Singh Johar, 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, Pushpinder Singh Johar, 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: 10/31/2019

Date of Inquiry: 11/18/19 Time of Inquiry: 16:53 Operator's Initials: OW

Purpose Code Used: (check all that apply)

|                                                                                              |
|----------------------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> E- Employment                                            |
| <input type="checkbox"/> J- Civilian Criminal Justice Employment (State & III Info Received) |
| <input type="checkbox"/> W- Working with Children                                            |
| <input type="checkbox"/> Z- Sworn Criminal Justice Employment (State & III Info Received)    |

The inquiry resulted in the following: (check all that apply)

|                                                                                 |
|---------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> No Criminal Record Available                |
| <input type="checkbox"/> Criminal Record (Attached/Released)                    |
| <input checked="" type="checkbox"/> No NCIC/GCIC Warrant                        |
| <input type="checkbox"/> Possible NCIC/GCIC Warrant (List Wanting Agency Below) |

Wanting Agency Name: \_\_\_\_\_  
Wanting Agency Telephone Number: \_\_\_\_\_

Print Agency Designee Name and Title

CIS Tech  
Agency Designee Signature

11/18/19  
Date

Date Revised: 1/1/2019

**CITY OF SOUTH FULTON APPLICATION FOR ALCOHOL BEVERAGE LICENSE**

**FOR CITY CLERK USE ONLY**

Date application received by city clerk \_\_\_\_\_  
(this section must be date and time stamped)

Print Name of City Clerk

*N/A*

Signature of City Clerk

**FOR POLICE LICENSE & PERMIT UNIT USE ONLY**

Date Application Received from City Clerk \_\_\_\_\_  
(This Section Must Be Date and Time Stamped)

Print Investigator Name Receiving Application

*Tina Johnson*

Signature of Investigator

*[Signature]*

*2/26/20*





## South Fulton Police Department

5440 Fulton Industrial Blvd · Atlanta, Georgia 30336 · 470-809-7300

**Keith Meadows**

Chief of Police

February 19, 2020

ATTN:

City of South Fulton Business License  
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 person 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 ] Retail  
      \_\_\_X\_\_\_ Beer                  \_\_\_X\_\_\_ Wine                  \_\_\_ Distilled Spirits

**Business Information:**

GSS Capital Inc DBA: Citgo Food Mart  
5100 Cascade Palmetto Highway, Fairburn, GA 30213  
Owner: Pushpinder Johar  
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

Frank S. Milazi  
Print Name of Department Head

[Signature]  
Business Tax Specialist Signature

[Signature]  
Department Head Signature

Return form via email to: Major Tina Johnson @ [tina.johnson@cityofsouthfultonga.gov](mailto:tina.johnson@cityofsouthfultonga.gov)



# City of South Fulton, Georgia 2020 Occupational License

EXPIRES DECEMBER 31, 2020

**Date Issued:** 02/19/2020

**License No:** 1557004078

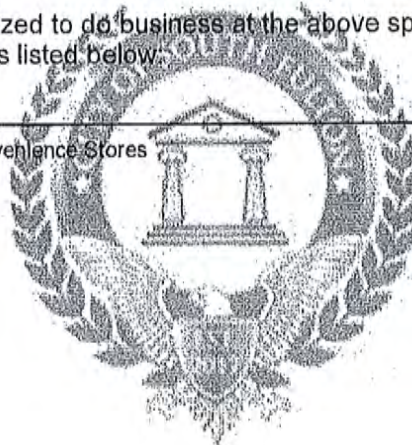
**Issued to:** GSS CAPITAL INC  
DBA CITCO FOOD MART  
2805 LEE ROAD  
LITHIA SPRINGS, GA 30122

**Account No:** 459622

**Location:** DBA CITCO FOOD MART  
5100 CASCADE PALMETTO HIGHWAY  
FAIRBURN, GA 30213

The licensee named herein is authorized to do business at the above specified business location as provided for in the License Schedules listed below:

| <u>Schedule</u> | <u>Description</u>                        | <u>Units</u> |
|-----------------|-------------------------------------------|--------------|
| 447110.00       | Gasoline Stations with Convenience Stores |              |



THIS LICENSE DOES NOT PERMIT BUSINESS OPERATION UNLESS YOUR BUSINESS IS PROPERLY ZONED, AND/OR IN COMPLIANCE WITH ALL APPLICABLE LAWS/RULES.

This is NOT A BILL.

**This license must be posted.**

Avenu

Issuing Authority

Questions regarding this license should be addressed to Avenu at (800) 556-7274



# South Fulton Police Department

5440 Fulton Industrial Blvd · Atlanta, Georgia 30336 · 470-809-7300

**Keith Meadows**

Chief of Police

January 27, 2020  
ATTN: Dana Gray  
City of South Fulton Planning & Zoning Section  
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 person 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:**

GSS Capital Inc  
Citgo Food Mart  
5100 Cascade Palmetto Highway, Fairburn, GA 30213  
Owner: Pushpinder Singh Johar  
Phone: [REDACTED]  
Email: [REDACTED]

**For Planning & Zoning Use Only**

Date of Compliance Inspection: 3.3.2020 Parcel ID Number: 07020000490634

Location is Zoned for: C-1 (COMMUNITY BUSINESS)

Current/Past Use of the Property: AG-1 (AGRICULTURAL DISTRICT)

- [✓] 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:

DANA GRAY  
Print Name of Zoning Planner

[Signature]  
Print Name of Department Head

[Signature]  
Zoning Planner Signature

[Signature]  
Department Head Signature

Return form via email to: Captain Tina Johnson @ [tina.johnson@cityofsouthfultonga.gov](mailto:tina.johnson@cityofsouthfultonga.gov)





## South Fulton Police Department

5440 Fulton Industrial Blvd · Atlanta, Georgia 30336-470-809-7300

**Keith Meadows**  
Chief of Police

ATTN: Office of the Fire Marshal  
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 person 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:**

GSS Capital Inc  
Citgo Food Mart  
5100 Cascade Palmetto Highway, Fairburn, GA 30213  
Owner: Pushpinder Singh Johar  
Phone: [REDACTED]  
Email: [REDACTED]

**For Fire Use Only**

Date of Inspection: 1/29/2020

[X] 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 Eberhart  
Print Name of Fire Inspector

Andre Eberhart  
Fire Inspector Signature

Donna Kaye Dingler, Fire Marshal  
Print Name of Department Head

Donna Kaye Dingler  
Department Head Signature

Return form via email to: Captain Tina Johnson @ [tina.johnson@cityofsouthfultonga.gov](mailto:tina.johnson@cityofsouthfultonga.gov)



# South Fulton Police Department

5440 Fulton Industrial Blvd · Atlanta, Georgia 30336 · 470-809-7300

**Keith Meadows**  
Chief of Police

ATTN: Office of the Fire Marshal  
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 person 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:**

GSS Capital Inc  
Citgo Food Mart  
5100 Cascade Palmetto Highway, Fairburn, GA 30213  
Owner: Pushpinder Singh Johar  
Phone: [REDACTED]  
Email: [REDACTED]

**For Fire Use Only**

Date of Inspection: 1/28/20

[ ] 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 Eberhart  
Print Name of Fire Inspector

[Signature]  
Fire Inspector Signature

Donna Kaye Dingle, Fire Marshal  
Print Name of Department Head

[Signature]  
Department Head Signature

Return form via email to: Captain Tina Johnson @ [tina.johnson@cityofsouthfultonga.gov](mailto:tina.johnson@cityofsouthfultonga.gov)





**CITY OF SOUTH FULTON FIRE RESCUE  
DEPARTMENT  
FIRE SAFETY INSPECTION**



DATE: 1/28/20

**INSPECTION TYPE**

Annual ☒ Follow-up ☐

BUSINESS NAME: GSS Capital Inc Sitgo Food Mart BUS. PHONE#: 678 7635599  
ADDRESS: 5100 Cascade Palmetto Hwy CITY: Fairburn ZIP CODE: 30213  
CONTACT PERSON: \_\_\_\_\_ Email address: \_\_\_\_\_

Signature

**EXITS:** (Access): ☐ obstructed; ☐ not clearly identified; (Lights): ☐ out; ☐ not clearly visible; (Door): ☐ locked, chained; ☐ hard to open; ☐ Discharge from building obstructed; ☐ Lighting not working; ☐ Other \_\_\_\_\_

**FIRE EXTINGUISHERS:** ☐ None; ☐ Needs recharging; ☐ Improper type for the area; ☐ Travel distance is greater than 75 ft. ☐ Not readily visible; ☒ Top is mounted greater than 54 in above the floor; ☒ State certified inspection past due; ☐ Not sealed; ☒ Other Extinguisher for pump area

**FIRE/SMOKE DETECTION SYSTEMS:** ☐ No equipment present; ☐ Inadequate number of detectors; ☐ Does not sound during test; ☐ Alarm panel area obstructed; ☐ (Manual pull stations) not identified; ☐ Obstructed; ☐ Damaged; ☐ Other \_\_\_\_\_

**AUTOMATIC EXTINGUISHING SYSTEMS:** System monitored by: \_\_\_\_\_ ☐ No equipment present; ☐ Sprinkler system shut off; ☐ Control valve not secured in open position; ☐ Sprinkler head(s) obstructed/damaged; ☐ Access to controls obstructed; ☐ (Fire dept. connection): not clearly identified; ☐ obstructed; ☐ damaged; ☐ missing caps; ☐ Stove hood system not charged; ☐ Hood system instructions not posted; ☐ Excessive grease build-up around hood; ☐ No indication system has been tested; ☐ Other \_\_\_\_\_

**ELECTRICAL:** ☐ Less than 30 inches access to panel; ☐ Panel box: has no cover; ☐ damaged; ☐ Outlets overloaded; ☒ Permanently mounted extension cord; ☐ Open junction boxes; ☐ Other \_\_\_\_\_

**GENERAL:** ☐ Address not posted/visible from street; ☐ Combustible storage too close to heat producing objects; ☐ Unsafe usage of space heaters; ☐ NO SMOKING signs not provided in areas of flammable/combustible liquids/gases; ☐ Other \_\_\_\_\_

**COMMENTS:** \_\_\_\_\_

We would like to thank you for your cooperation during this inspection. It was made based upon the current codes which set forth minimum requirements for fire safety and are adopted by the City of South Fulton and the State of Georgia. Please note that if no violations were noted during this inspection, it does not mean your place of business is totally safe from fire, explosion or other related hazards but that on this date, it met the minimum requirements addressed above.

If however, violations were noted, you are required to make the necessary corrections within 30 days of this inspection.

☐ Follow-up inspection by the fire prevention division required

Inspecting officer: A. Eberhart Station/Shift: \_\_\_\_\_ Phone: 470 809 7548

(Print Name)

(non-emergency)

**FOR FIRE OR OTHER EMERGENCY – CALL 911**

Copy distribution: White-Business; Yellow-Fire Prevention; Blue Station





## South Fulton Police Department

5440 Fulton Industrial Blvd · Atlanta, Georgia · 30336-470-809-7300

**Keith Meadows**  
Chief of Police

December 2, 2019  
ATTN: Brian Morris  
City of South Fulton Code Enforcement 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 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 \_\_X\_\_ Wine \_\_\_\_\_ Distilled Spirits

**Business Information:**

GSS Capital Inc  
Citgo Food Mart  
5100 Cascade Palmetto Highway, Fairburn, GA 30213  
Owner: Pushpinder Singh Johar  
Phone: [REDACTED]  
Email: [REDACTED]

**For Code Enforcement Use Only**

Date of Inspection: 12/2/19

- [ ☒ ] 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: \_\_\_\_\_

Quinesha Golden  
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: Captain Tina Johnson @ [tina.johnson@cityofsouthfultonga.gov](mailto:tina.johnson@cityofsouthfultonga.gov)



# South Fulton Police Department

5440 Fulton Industrial Blvd · Atlanta, Georgia 30336  
Phone: (470) 809-7300

Keith Meadows  
Chief of Police

November 18, 2019

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  
\_\_X\_\_ Beer \_\_X\_\_ Wine \_\_\_\_\_ Distilled Spirits

## Business Information:

GSS Capital  
Citgo Food Mart  
5100 Cascade Palmetto Highway, Fairburn, GA 30213  
Owner: Pushpinder Singh Johar  
Phone: [REDACTED]  
Email: joharm11@yahoo.com

---

### For Law Enforcement Use Only

Date Background Investigation Completed: \_\_\_\_\_11-18-19\_\_\_\_\_

- [ 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: \_\_\_\_\_

\_\_\_\_\_  
Tina Johnson  
Print Name of Investigator

\_\_\_\_\_  
*Tina Johnson*  
Investigator Signature

---

Place Form in Police ABL File

**Dana Gray**

---

**From:** Tina Johnson  
**Sent:** Monday, February 24, 2020 10:47 AM  
**To:** Dana Gray  
**Cc:** Shayla Reed  
**Subject:** FW: Urgent:Need Assistance with Legal Question about Moratorium

Dana,

Pertaining the Alcohol License portion of the moratorium the attorney said it would not prevent the business from obtaining an alcohol license. Not sure if any zoning issues would apply for this business regarding the moratorium

*Best Regards,*

*Major Tina Johnson  
South Fulton Police Department  
5539 Old National Highway  
College Park, GA 30349  
470-809-7321  
404-312-2229*

---

**From:** Leonid Felgin <lfelgin@fincherdenmark.com>  
**Sent:** Tuesday, January 21, 2020 1:32 PM  
**To:** ewalker@fincherdenmark.com  
**Cc:** Tina Johnson <Tina.Johnson@cityofsouthfultonga.gov>  
**Subject:** RE: Urgent:Need Assistance with Legal Question about Moratorium

Major Johnson,

The Moratorium applies to business license/occupation tax certificates. It does not directly apply to alcohol licenses. These businesses had a valid 2019 Occupation Tax Certificate and, I'm assuming, have a valid 2020 Occupation Tax Certificate. There is nothing in the moratorium that prevents issuance of an alcohol license if there's a valid occupation tax certificate/business license, so the moratorium would not apply to this particular situation.

Let me know if you have additional questions.

Lenny



City of South Fulton  
5440 Fulton Industrial Blvd SW

Atlanta, GA 30336

(470)809-7700

INVOICE #

19012516

CUSTOMER ID: GSSCA005 PIN: 023604

INVOICE DATE: 11/08/19

DUE DATE:

GSS CAPITAL, INC  
PUSHPINDER JOHAR OWNER/MGR  
5100 CASCADE PALMETTO HWY  
FAIRBURN, GA 30213  
USA

**MAKE CHECKS PAYABLE TO:  
CITY OF SOUTH FULTON**

| QUANTITY/UNIT                       | SERVICE ID | DESCRIPTION                   | UNIT PRICE | AMOUNT              |
|-------------------------------------|------------|-------------------------------|------------|---------------------|
|                                     |            | 2020 Alcohol License Fees     |            |                     |
| 1.0000/1                            | ABLAPPL    | Alcohol Lic - Application fee | 300.000000 | 300.00              |
|                                     |            | 2020 Alcohol License Fees     |            |                     |
| 1.0000/1                            | ABLINVST   | Alcohol Lic Investigation fee | 55.000000  | 55.00               |
|                                     |            | 2020 Alcohol License Fees     |            |                     |
|                                     |            | - Pushpinder Johar            |            |                     |
| 1.0000/1                            | ABLSTRBR   | Alcohol Lic Store -Beer       | 300.000000 | 300.00              |
|                                     |            | 2020 Alcohol License Fees     |            |                     |
| 1.0000/1                            | ABLSTRWN   | Alcohol Lic Store Wine        | 300.000000 | 300.00              |
|                                     |            | 2020 Alcohol License Fees     |            |                     |
| 1.0000/1                            | ABLADV     | Alcohol Lic Advertising Fee   | 505.000000 | 505.00              |
|                                     |            | 2020 Alcohol License Fees     |            |                     |
| 1.0000/1                            | ABLFIREI   | Alcohol Fire Inspection Fee   | 75.000000  | 75.00               |
|                                     |            | 2020 Alcohol License Fees     |            |                     |
|                                     |            |                               | TOTAL DUE: | \$ 1,535.00         |
|                                     |            |                               |            | <hr/>               |
| Prn Payment: 11/14/19 CK 6685211129 |            |                               |            | -1,535.00           |
|                                     |            |                               | BALANCE:   | <hr/> \$ 0.00 <hr/> |

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

City of South Fulton  
5440 Fulton Industrial Blvd SW  
Atlanta, GA 30336

INVOICE #: 19012516  
DESCRIPTION: 2020 Alcohol License Fees  
CUSTOMER ID: GSSCA005 PIN: 023604  
DUE DATE:  
TOTAL DUE: \$ 0.00

GSS CAPITAL, INC  
PUSHPINDER JOHAR OWNER/MGR  
5100 CASCADE PALMETTO HWY  
FAIRBURN, GA 30213  
USA



## COMMUNICATIONS

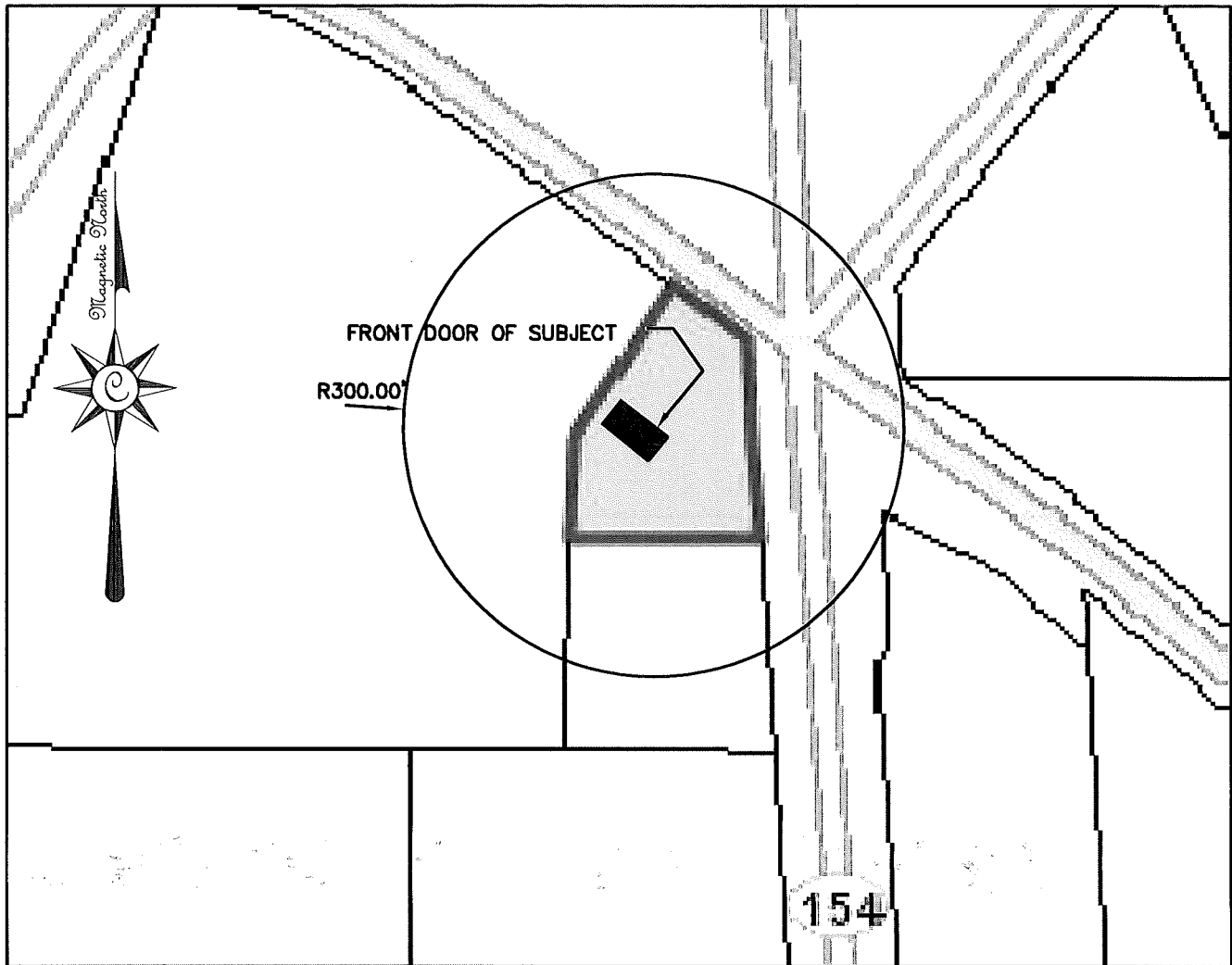
| Call Time     | Event ID   | Rpt #      | Street                | Nature          | Additi |
|---------------|------------|------------|-----------------------|-----------------|--------|
| 09/18/2019 16 | 2019351665 |            | 5100 CASCADE PALMETTO | 2 ALARM (RECEIV | GFS FO |
| 01/02/2020 13 | 2020001887 | 2020000098 | 5100 CASCADE PALMETTO | 45 INVESTIGATE  | CITGO  |
| 01/24/2020 15 | 2020031387 | 2020001312 | 5100 CASCADE PALMETTO | 39 INFORMATION  |        |
| 02/08/2020 09 | 2020050779 |            | 5100 CASCADE PALMETTO | 90B BUSINESS CH |        |
| 10/16/2019 17 | 2019390183 |            | 5100 CASCADE PALMETTO | 2 ALARM (RECEIV | GFS FO |

Report Generated: 02/24/2020 15:21:10 | User ID: CARTER

\\VMWP-RMSCDAP01.CO.FULTON.GA.US\IOSSICAD\CAD\ppl\Option\_LandscapeStandard

Page 1 of 1



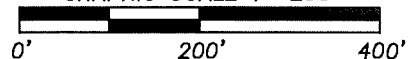


I, BRIAN CALDWELL, CERTIFY BY MY SIGNATURE AND SEAL THAT THE DISTANCES MEASURED HEREIN COMPLY TO SOUTH FULTON CODE SEC 12-6010

DISTANCE FROM THE CLOSEST;  
 PRIVATE RESIDENCE- 1235 FT, 8900 CEDAR GROVE RD  
 CHURCH BUILDING- 3890 FT CEDAR GROVE CHURCH OF CHRIST, 9100 CLARK RD  
 SCHOOL GROUNDS, BUILDING OR COLLEGE CAMPUS- 5382 FT, CEDAR GROVE SCHOOL, CEDAR GROVE RD  
 PUBLIC LIBRARY- 32,736 FT, FULTON COUNTY LIBRARY, 9111 CASCADE PALMETTO HWY  
 SCHOOL BUS STOP- NONE FOUND WITHIN RESTRICTED DISTANCE  
 ALCOHOL REHABILITATION-89,760 FT, PIEDMONT FAYETTE HOSPITAL, 1255 HWY 54 W, FAYETTEVILLE



GRAPHIC SCALE 1"=200'



DISTANCE SURVEY ARE VALID FOR A LIMITED TIME

|       |    |
|-------|----|
| SHEET | OF |
| 1     | 1  |

DATE VISITED  
 10-08-2019  
 JOB# CASCADE5100  
 DRAWN BY BC

DISTANCE SURVEY FOR  
**GSS Capital Inc**  
**D/B/A Citgo Food Mart**  
 ADDRESS  
**5100 Cascade Palmetto Hwy**  
**Fairburn, GA 30213**  
 LAND LOT 49 & 50, DISTRICT 7  
 CITY OF SOUTH FULTON, FULTON COUNTY, GEORGIA

**COMPASS**  
 SURVEYING

9337 Meadow Gate Lane  
 Jonesboro, Georgia 30236  
 Tel 770-478-2679  
 BrianAC@bellsouth.net

THIS DISTANCE SURVEY IS TO ACCOMPANY AN APPLICATION FOR AN ALCOHOL PERMIT ONLY  
 NOT TRANSFER OF TITLE OR OWNERSHIP



**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: LOVELEEN K JOHAR**

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 **LOVELEEN K JOHAR** 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 28th day of October, 2019.

JAMES N. HATTEN  
DISTRICT COURT EXECUTIVE  
CLERK OF COURT

By: \_\_\_\_\_

  
Deputy Clerk

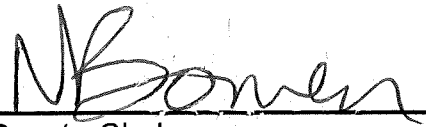
**UNITED STATES DISTRICT COURT  
NORTHERN DISTRICT OF GEORGIA  
ATLANTA DIVISION**

**Name: PUSHPINDER SINGH JOHAR**

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 PUSHPINDER SINGH JOHAR 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 8th day of October, 2019.

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

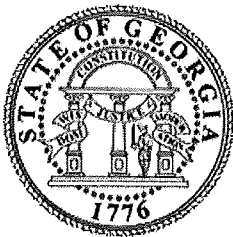
### CERTIFICATE OF INCORPORATION

I, **Brad Raffensperger**, the Secretary of State and the Corporation Commissioner of the State of Georgia, hereby certify under the seal of my office that

**GSS Capital, Inc** ✓  
a Domestic Profit Corporation

has been duly incorporated under the laws of the State of Georgia on **04/25/2019** by the filing of articles of incorporation in the Office of the Secretary of State and by the paying of fees as provided by Title 14 of the Official Code of Georgia Annotated.

WITNESS my hand and official seal in the City of Atlanta  
and the State of Georgia on **04/30/2019**.



*Brad Raffensperger*

Brad Raffensperger  
Secretary of State

# ARTICLES OF INCORPORATION

\*Electronically Filed\*  
Secretary of State  
Filing Date: 4/25/2019 3:45:36 PM

## BUSINESS INFORMATION

**CONTROL NUMBER** 19057422  
**BUSINESS NAME** GSS Capital, Inc  
**BUSINESS TYPE** Domestic Profit Corporation ✓  
**EFFECTIVE DATE** 04/25/2019  
**SHARES** 1000

## PRINCIPAL OFFICE ADDRESS

**ADDRESS** 5100 Cascade Palmetto Hwy, Fairburn, GA, 30213, USA

## REGISTERED AGENT

| NAME                     | ADDRESS                                             | COUNTY |
|--------------------------|-----------------------------------------------------|--------|
| Pushpinder Singh Johar ✓ | 5100 Cascade Palmetto Hwy, Fairburn, GA, 30213, USA | Fulton |

## INCORPORATOR(S)

| NAME                     | TITLE        | ADDRESS                                             |
|--------------------------|--------------|-----------------------------------------------------|
| Pushpinder Singh Johar ✓ | INCORPORATOR | 5100 Cascade Palmetto Hwy, Fairburn, GA, 30213, USA |

## OPTIONAL PROVISIONS

The management of the company is vested in one or more Managers.

## AUTHORIZER INFORMATION

**AUTHORIZER SIGNATURE** Pushpinder Singh Johar  
**AUTHORIZER TITLE** Incorporator



**Tina Johnson**

---

**From:** Leonid Felgin <lfelgin@fincherdenmark.com>  
**Sent:** Tuesday, January 21, 2020 1:32 PM  
**To:** ewalker@fincherdenmark.com  
**Cc:** Tina Johnson  
**Subject:** RE: Urgent:Need Assistance with Legal Question about Moratorium

Major Johnson,

The Moratorium applies to business license/occupation tax certificates. It does not directly apply to alcohol licenses. These businesses had a valid 2019 Occupation Tax Certificate and, I'm assuming, have a valid 2020 Occupation Tax Certificate. There is nothing in the moratorium that prevents issuance of an alcohol license if there's a valid occupation tax certificate/business license, so the moratorium would not apply to this particular situation.

Let me know if you have additional questions.

Lenny



**FINCHER DENMARK LLC**  
411 471-0948

---

100 Hartsfield Centre Parkway  
Suite 400  
Atlanta, GA 30354  
Office: (770) 471-0950  
Fax: (770) 471-0948

---

**From:** Emilia Walker  
**Sent:** Tuesday, January 21, 2020 1:21 PM  
**To:** Leonid Felgin  
**Cc:** Tina Johnson (Tina.Johnson@cityofsouthfultonga.gov)  
**Subject:** FW: Urgent:Need Assistance with Legal Question about Moratorium  
**Importance:** High

Lenny,

Please assist Major Johnson. Here's a link to the moratorium:

[https://www.cityofsouthfultonga.gov/AgendaCenter/ViewFile/Agenda/\\_07232019-770](https://www.cityofsouthfultonga.gov/AgendaCenter/ViewFile/Agenda/_07232019-770)

Thanks.

Emilia Walker, Esq.

---

**From:** Tina Johnson <Tina.Johnson@cityofsouthfultonga.gov>

**Sent:** Tuesday, January 21, 2020 1:00 PM

**To:** Emilia Walker <emilia.walker@cityofsouthfultonga.gov>; Emilia Walker <ewalker@fincherdenmark.com>; John ONeal <joneal@fincherdenmark.com>

**Subject:** Urgent:Need Assistance with Legal Question about Moratorium

**Importance:** High

Greetings,

Can you please advise if the businesses listed below would fall under the moratorium attached and **NOT** be able to apply for a **NEW ALCOHOL LICENSE** until June 2020.

Both locations did not previously hold an alcohol license.

1. Citgo Food Mart  
5100 Cascade Palmetto Highway  
Previous alcohol license: None
2. Neighborhood Food Mart  
2749 Flats Shoals Road  
Previous alcohol license: None

*Best Regards,*

*Major Tina Johnson  
5539 Old National Highway  
College Park, GA 30349  
470-809-7321  
404-312-2229*

**GOVERNMENT OF THE CITY OF SOUTH FULTON**

**Office of the City Manager**

**WILLIAM "BILL" EDWARDS**  
MAYOR



**ODIE DONALD II**  
CITY MANAGER

**MEMORANDUM**

**TO:** PUBLIC HEARING - Council Approval of CDBG  
Application

**DATE:** July 28, 2020

**SUBJECT:** PUBLIC HEARING - Council Approval of CDBG  
Application

**REFERENCE:**

---

**CONCLUSION:**

**BACKGROUND:**

**FISCAL IMPACT:**

**ATTACHMENTS:**

| Description         | Type       | Upload Date |
|---------------------|------------|-------------|
| CDBG Funding Packet | Cover Memo | 7/23/2020   |

# GOVERNMENT OF THE CITY OF SOUTH FULTON

## Office of the City Manager

WILLIAM “BILL” EDWARDS  
MAYOR



ODIE DONALD II  
CITY MANAGER

## MEMORANDUM

**TO:** Honorable Mayor William “Bill” Edwards & City Council Members

**FROM:** Odie Donald II   
City Manager

**DATE:** July 13, 2020

**SUBJECT: CDBG Funds Update**

---

As a follow-up to the email that was sent on June 10, 2020 regarding the City’s efforts to proceed with HUD’s CDBG entitlement status and ensuring that the City is eligible for Program Year 2021 CDBG funds, attached for your review are the (1) draft Consolidated Plan; (2) draft Annual Action Plan; and (3) draft Citizen Participation plan. For your information, the Consolidated Plan (ConPlan) is a HUD compliance document that serves as a strategic planning tool and identifies the broad activities that the City will fund. The Annual Action plan (AAP) serves as the City’s funding application to HUD and identifies specific projects and activities that the City will support with CDBG funds. The Citizen Participation Plan (CPP) establishes a methodology for how the City will engage low-moderate income residents, non-English speakers and disabled individuals in the development of the plan. The CPP is a mandatory requirement to access federal funds.

As indicated below, the documents must be submitted to HUD by the August 16<sup>th</sup> deadline and requires a 30-day public comment period. The remaining schedule to complete this project by the established deadline is as follows:

- Commence the 30-day public comment period by placing a legal notice in the newspaper about the Consolidated Plan – Due before July 15<sup>th</sup>
- Publish the draft documents on the City’s website on or before July 15<sup>th</sup>
- Prepare and submit a Resolution for Council to authorize submission of the Consolidated Plan to HUD – July 23<sup>rd</sup> Council agenda
- Staff enters the Consolidated Plan documents into HUD’s Integrated Disbursement and Integration System (IDIS) before the statutory deadline of August 16<sup>th</sup>

Please also be reminded that the survey to guide the City’s use of CDBG funds closes on Monday, July 13<sup>th</sup>. The survey can be accessed at <https://www.surveymonkey.com/r/COSFBlockGrantSurvey>.

We have an aggressive timeline before us, but the team is committed and working tirelessly to move this project forward. Please help us share this important work.

Should you need further information regarding this correspondence, please contact Christina Cummings at [christina.cummings@cityofsouthfultonga.gov](mailto:christina.cummings@cityofsouthfultonga.gov).



**From:** [Odie Donald](#)  
**To:** [William "Bill" Edwards](#); [Catherine Rowell](#); [Carmalitha Gumbs](#); [Helen Willis](#); [Naeema Gilyard](#); [Corey A. Reeves](#); [khalid kamau](#); [Mark Baker](#)  
**Cc:** [Jamila Criss](#); [Deloris Baskin](#); [Erwin Coleman](#); [Melanie Winfield](#); [Christina Cummings](#); [Frank Milazi](#)  
**Subject:** Re: CDBG Funds  
**Date:** Wednesday, June 10, 2020 8:43:29 AM  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[image004.png](#)

---

Dear Mayor & Council,

Per our discussion during the 5/26 Council meeting, it was determined that the City would pursue federal CDBG funding pursuant to the City's entitlement status. Therefore, we will neither proceed with joining Fulton County's collaborative for 2021 – 2013 nor apply for the County's current CDBG funding, because the process to solidify our entitlement funding is very aggressive, with our first deliverable, the draft Consolidated Plan, being due to HUD on August 16<sup>th</sup>. The plan requires a 30-day public comment period to garner the community's input in the development of the Consolidation Plan. It is our plan to submit a draft Consolidated Plan for Council's and community review by July 15<sup>th</sup>. We will also submit a draft schedule of activities for Council's review by July 6<sup>th</sup>.

Additional points to highlight include:

- City of South Fulton's estimated federal CDBG funding is approximately **\$500K**, and we recommend that citywide activities be considered for funding. It is estimated that federal funding will be available in the federal grant system around June 2021. However, once the funds are available, the City can immediately draw down pre-award costs for planning and eligible activities that date back to January 1, 2021. The goal for year one is to have a majority of the first year of entitlement funding drawn and expended by November 1<sup>st</sup> to show prudent stewardship when the City has its first expenditure timeliness test. Participating Jurisdictions (PJ's) have a total of 8 years to exhaust CDBG funds.
- We propose organizing the plan per the following eligible categories: 1) Economic Development; 2) Neighborhood Revitalization; 3) Public Infrastructure 4) Affordable Housing and 5) Parks. This will allow us to build out a framework within the plan that we control and will allow the City to fund existing needs first.
- Up to \$100K of our program planning costs will be reimbursable from our initial CDBG award under administrative costs. These dollars can cover staff salaries or fees associated with the planning activities for the Entitlement funds. We think a more strategic use of the administrative funds will be to create a position(s) that are entirely funded by grants to stand-up this process. This way we can have dedicated staff to oversee these activities.
- We are eligible for Technical Assistance (TA) from HUD as a new grantee and will request TA as a new grantee.
- We have to get some of our staff trained on how to conduct Environmental Reviews. This is a 3-day class that is hosted by HUD. All federal funds must receive an environmental clearance before funding can be drawn down.

The **Community Development Block Grant** (CDBG) program provides annual grants on a formula basis to states, cities, and counties to develop viable urban communities by providing decent housing and a suitable living environment, and by expanding economic opportunities, principally for low- and moderate-income persons. The program is authorized under Title 1 of the Housing and Community Development Act of 1974, Public Law 93-383, as amended 42 U.S.C.-530.1 et seq and is one of HUD's most flexible grant tools. Funding is broad and flexible and is designed to address a variety of services and needs that can be found at 24 CFR § 570. CDBG funds can be used for community development needs such as neighborhood stabilization, code enforcement, public infrastructure improvements, and economic development. 70% of CDBG funds must be used in low- to moderate-income areas of the City.

Federal awards are an excellent way to augment the City's general fund and add capacity for community development projects. These dollars are intended to be used in very prescriptive ways, and only activities that are listed within the Consolidated Plans and Annual Action Plans are eligible. Again, more information about CDBG can be found at 24 CFR § 570.

We are excited about this opportunity to lay a solid foundation for the City to receive CDBG entitlement funds to further its community development efforts.

--

*Regards,*

**Odie Donald II, MBA**

City Manager | City of South Fulton   

5440 Fulton Industrial Blvd, S.W. , Suite A, Atlanta, GA 30336

470.809.7204 office | [odie.donald@cityofsouthfultonga.gov](mailto:odie.donald@cityofsouthfultonga.gov)





# DIVIDER



## Consolidated Plan FY2020-2024

### ABSTRACT

The Consolidated Plan serves as a strategic road map for community development investments and highlights the City's overall housing and community development needs. This plan identifies broad activities the City plans to undertake in the given year using our federal funds.

Prepared by: The City of South Fulton

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# Executive Summary

## ES-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

### 1. Introduction

The city of South Fulton was incorporated in May 2017 as part of the Metropolitan Atlanta area. Prior to incorporation, the City of South Fulton was a part of unincorporated Fulton County and served the largest population of low-moderate income residents within the county. South Fulton is the third largest city in metro Atlanta and the 8th largest city in the state of Georgia, serving the population of approximately 98,000 according to the US Census Bureau's report estimate for 2018 census projections.

The City's daytime population remains consistent at more than 110,000 because of the concentration of major industries in business districts located within the city including: wholesale trade, educational services, retail trade, waste management and remediation, food services and agriculture. The City is home to the South Fulton Parkway Corridor, which is only minutes from Hartsfield-Jackson Atlanta international Airport. The Old National Highway Corridor is one of the region's most densely populated areas and serves as the largest commercial corridor within the City's limits. South Fulton has experienced substantial growth over the past decade and is expected to continue its upward trend. According to the U. S. Census Bureau the City of South Fulton had 84,211 residents in 2010. Compared to the population growth 19% in 2019 to approximately 100,176 residents.

As we posture for this unprecedented growth, we are reminded from our community to be intentional, flexible, and responsive to the needs of our growing population and to be good stewards of the public's resources and trust. We will continue to make data driven investments with our federal dollars because we realize that these resources alone are not enough to meet the community development needs of our City. There is increased urgency to ensure that we deploy our federal dollars efficiently and effectively. We also have a duty to ensure funds are fully leveraged with non-federal and philanthropic sources to build capacity for the low-moderate income persons throughout the City that we serve.

Each year grantees are required to submit an Annual Action Plan to the U.S. Department of Housing and Urban Development (HUD) in relation to the substantial grant agreement it enters annually for federal financial resources through HUD's Community Planning and Development (CPD) Office. The Action Plan is a one-year implementation plan that targets goals and allocations of a jurisdiction relative to the overall HUD required Five-Year Consolidated Plan. This Plan document is the City of South Fulton's inaugural Five-Year Consolidated Plan for 2020-2024. The Consolidated Plan serves as a strategic road map for community development investments and highlights the City's overall housing and community development needs. This plan identifies broad activities the City plans to undertake in the given year using our federal funds. This Plan also describes the resources available, the programs and project types to be funded, and the proposed accomplishments.



The goals of the Consolidated Plan and Annual Action Plan are specific to needs of low- and moderate-income residents and households in the City of South Fulton (COSF). More specifically, the funding associated with the Plans are for services provided directly to City of South Fulton residents.

The Action Plan is developed with the input of City stakeholders and serves the following functions:

1. It serves as the City's application for funds available through the HUD Formula Program: Community Development Block Grant (CDBG).
2. It serves as the City's annual planning document, built through public input and participation; and
3. It outlines expected annual funding resources, the method of fund distribution, and the actions the City will follow in administering HUD Programs; and
4. It provides accountability to citizens for the use of the funds and allows HUD to measure program performance and advancement of program goals.

## **2. Summary of the objectives and outcomes identified in the Plan Needs Assessment Overview**

All Federal funding allocations will be used in a manner which supports the major goals of the City of South Fulton's Consolidated Plan, which are to provide decent affordable housing and a suitable living environment to principally benefit low - moderate income persons within the City. The City will prioritize the following activities: Blight Reduction and Neighborhood Revitalization; Public Facilities, Facility Improvements, and Public Infrastructure; Economic Development and Small Business Incentives; Fair Housing, Housing Counseling, and Legal Services; Affordable Housing Supply and Support; and Disaster Preparedness & Emergency Management.

## **FY2020 – 2024 PRIORITIES, FUNDING, and CONSIDERATIONS**

- Blight Reduction and Neighborhood Revitalization
- Public Facilities, Facility Improvements, and Public Infrastructure
- Economic Development and Small Business Incentives
- Fair Housing, Housing Counseling, and Legal Services
- Affordable Housing Supply and Support
- Disaster Preparedness & Emergency Management
- Planning & Administration

## **3. Evaluation of past performance**

As a new CDBG entitlement community, the COSF prioritized eligible CDBG activities that align with the City's existing Strategic and Economic Development Plans. In the inaugural year of the plan, the City will use its CDBG funds to advance program activities through various user departments within the City.

#### **4. Summary of citizen participation process and consultation process**

The department has adopted a Citizen Participation Plan to provide for and encourage citizen participation in CDBG, and other grant funded programs. The primary goal of the Plan is to provide citizens with adequate opportunities to participate in the planning, implementation, and assessment of the City's federal programs. The Plan identifies policies and procedures that are designed to maximize citizen participation in the community development process. The City has taken specific actions to encourage increased participation in its housing and community development programs, particularly by persons of low- and moderate-incomes. These actions include:

- a. Distribution of a City-wide survey to inform the community priorities for federal funding;
- b. Identification of geographic areas in the City with concentrations of low- and moderate-income persons and concentrations of minorities;
- c. Conducted an analysis of eligible program activities to priorities;
- d. Drafted the Annual Action Plans in a manner to afford low- and moderate-income persons and other affected citizens the opportunity to examine its contents and provide comments to the City of South Fulton;
- e. Informing the citizens through a public hearing of the long-term and short-term objectives of the plan, the anticipated amount of HUD grant funds available for proposed activities, the potential activities to be funded, the proposed annual progress for project implementation, and the availability of the Proposed Annual Action Plan for public review and comments;
- f. Review of all citizen comments and incorporation of such comments into the Consolidated Plan, as applicable.

All information and records relating to the City of South Fulton's federally funded program activities are made available to the public for review and comments as required by Federal, State and local laws and regulations. Notices of public hearings are publicized throughout the City using a variety of advertising methodologies. Before the hearings occur, at least one advertisement appears in a local newspaper of general circulation; advertisement appears on the City of South Fulton's website, and postings occur at local libraries and other governmental buildings throughout the City. The advertisements are "display ads" or "legal ads" which appear in the sections of the newspaper most likely to be read by citizens. Additionally, the viewing of advertisements can be found on the City's website at [www.cityofsouthfultonga.gov](http://www.cityofsouthfultonga.gov). The department took a two-step approach prior to the finalizing of the Annual Action Plan document.

- Notices of the public comment period for this Action Plan were published \_\_\_\_\_; in the Daily Report, distributed by email blast to the Department's email list; City of South Fulton's web site, community centers, and libraries.
  - Public Hearings were held in the following locations: TBD

Attendance for the public hearing was recorded via our live streamed meeting and posted to the City's You tube channel. Citizens needing reasonable accommodations due to a disability, including

communications in an alternative format were provided – assistance through Georgia Relay Access and information on how to contact the Department of Communications in order to accommodate special requests.

## **5. Summary of public comments**

The Citizen Participation Plan (CPP) sets forth policies and procedures to provide for and encourage participation by the residents of South Fulton in the development of the City's Consolidated Plan for Housing and Community Development (Consolidated Plan or ConPlan), and the associated Annual Action Plans (AAP). The CPP also applies to any substantial amendments to the ConPlan or AAP, the preparation of the Consolidated Annual Performance and Evaluation Report (CAPER) which evaluates progress toward the Consolidated Plan objectives, and the Fair Housing Study required by HUD currently known as an Analysis of Impediments to Fair Housing Choice (AI) or any other successor study or report for the purpose of evaluating the City's affirmative commitment to fair housing. A copy of the CPP and the public comments are attached as separate documents. Comments were gathered using a variety of methodologies in concert with the development of the City's Strategic Plan and Economic Development Plan respectively.

## **6. Summary of comments or views not accepted and the reasons for not accepting them**

N/A

## **7. Summary**

There were no public comments that were rejected during the public comment period.

## The Process

### PR-05 Lead & Responsible Agencies 24 CFR 91.200(b)

#### 1. Describe agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

| Agency Role        | Name                 | Department/Agency                                                               |
|--------------------|----------------------|---------------------------------------------------------------------------------|
| Lead Agency        | City of South Fulton | Department of Community Development and Regulatory Affairs & Finance Department |
| CDBG Administrator | City of South Fulton | Department of Community Development and Regulatory Affairs & Finance Department |

**Table 1 – Responsible Agencies**

#### Narrative

The City of South Fulton's Consolidated Plan and Annual Action Plan were prepared collaboratively by the Departments of Finance & Community Development and Regulatory Affairs for (CDBG) Program. The Department of Community Development and Regulatory Affairs is the lead entity responsible for overseeing the development of the documents related to the Consolidated and Annual Action Plan. The Department of Finance is responsible for the grant administration of each federal program, compliance, program reporting, and fiduciary responsibilities. The City actively works to establish and support relationships with other City departments, federal and state agencies, local governments, as well as non-profit, for-profit and private sector partners, to identify the affordable housing and community development strategies to meet the unique and fluid needs of our residents by leveraging resources and relationships appropriately.

#### Consolidated Plan Public Contact Information

Christina Cummings, Deputy Director, Community Development & Regulatory Affairs  
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Atlanta, GA 30336  
[christina.cummings@cityofsouthfultonga.gov](mailto:christina.cummings@cityofsouthfultonga.gov)  
470.809.7234 – Phone

## **PR-10 Consultation - 91.100, 91.200(b), 91.215(l)**

### **Introduction**

The during the development of South Fulton's inaugural Consolidated Plan, the city made a concerted effort to engage members of our community in the development of the AAP and the Consolidated Plan documents. As we implement the plan, we will continue to strategically target income eligible residents and work with our partners within Fulton County, the City of Atlanta, and the Atlanta Regional Commission to ensure that our planning efforts are coordinated and aligned.

### **Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l))**

The COSF is not anticipating funding from HUD's Emergency Solutions Grant. As such, the City will partner with the Fulton County Department of Community Development and the city of Atlanta to provide referrals for eligible residents. The City will work collaboratively with our partners within Fulton County and the city of Atlanta's Continuum of Care (CoC) to ensure that eligible residents are connected to resources. We will manage this process in a coordinated manner.

### **Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.**

As a new entitlement community, the COSF will forge relationships with neighboring jurisdictions and the Department of Community Affairs (DCA) to effectively support and adequately address the needs of our homeless residents. Because the COSF is not anticipating funding to advance this activity specifically, we will provide referrals to both the Fulton County and city of Atlanta CoC's. We will work with local non-profit organizations to ensure that they know how to access resources and funding for homeless clients. We will ensure there is coordinated communication and cooperation among our neighboring jurisdictions.

### **Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS.**

The COSF will seek input from the neighboring CoC's of Fulton County and Atlanta. As a new entitlement community, the COSF will likely not be eligible for ESG funds from HUD. As our City grows and we better understand the needs of our homeless residents, we will develop appropriate and specific metrics for reporting on our homeless population. Any formalized agreements with neighboring jurisdictions shall be



codified via a Memorandum of Understanding or Intergovernmental Agreement. However, South Fulton will make regular referrals of eligible clients to neighboring CoC's as needed.

**2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdictions consultations with housing, social service agencies and other entities**

South Fulton recently underwent a City-wide Strategic Plan Adoption and an Economic Development Plan than was performed by BAE Urban Economics in 2019. During the development of these 2 plans respectively, the City engaged with over 1600 residents and stakeholders. Many of the data used in this report were drawn from the City's Strategic Plan and Economic Development Plan respectively.

**Table 2 – Agencies, groups, organizations who participated**

|   |                                                                                                                                                      |                                                                                                                                                                                                                                                                                                       |
|---|------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | <b>Agency/Group/Organization</b>                                                                                                                     | Georgia Department of Community Affairs                                                                                                                                                                                                                                                               |
|   | <b>Agency/Group/Organization Type</b>                                                                                                                | Service-Fair Housing<br>Other government - State                                                                                                                                                                                                                                                      |
|   | <b>What section of the Plan was addressed by Consultation?</b>                                                                                       | Strategic Plan Priority Needs                                                                                                                                                                                                                                                                         |
|   | <b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b> | The agency was consulted by phone and email to register for upcoming trainings/seminar on eliminating barriers to fair housing. Goals related to addressing housing needs. The City of South Fulton is submitting a letter of intent to be a part of Georgia Initiative for Community Housing Cohort. |
| 2 | <b>Agency/Group/Organization</b>                                                                                                                     | Atlanta Regional Commission                                                                                                                                                                                                                                                                           |
|   | <b>Agency/Group/Organization Type</b>                                                                                                                | Planning organization                                                                                                                                                                                                                                                                                 |
|   | <b>What section of the Plan was addressed by Consultation?</b>                                                                                       | Non-Homeless Community Development Needs                                                                                                                                                                                                                                                              |
|   | <b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b> | The Agency participated in the City's Consolidated Plan process by providing technical assistance and funding through the Community Development Assistance Program (CDAP).                                                                                                                            |
| 3 | <b>Agency/Group/Organization</b>                                                                                                                     | FRIENDS OF DISABLED ADULTS AND CHILDREN TOO, INC.                                                                                                                                                                                                                                                     |
|   | <b>Agency/Group/Organization Type</b>                                                                                                                | Services-Persons with Disabilities                                                                                                                                                                                                                                                                    |
|   | <b>What section of the Plan was addressed by Consultation?</b>                                                                                       | Non-Homeless Special Needs                                                                                                                                                                                                                                                                            |

|   |                                                                                                                                                      |                                                                                                                                                 |
|---|------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------|
|   | <b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b> | The agency participated in the Consolidated Plan process by providing informative/referral information concerning disabled adults and children. |
| 4 | <b>Agency/Group/Organization</b>                                                                                                                     | BAE Urban Economics                                                                                                                             |
|   | <b>Agency/Group/Organization Type</b>                                                                                                                | Economic Development Consultant                                                                                                                 |
|   | <b>What section of the Plan was addressed by Consultation?</b>                                                                                       | Housing Market Analysis                                                                                                                         |
|   | <b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b> | Agency was consulted to provide a Market Study, SWOT analysis, community engagement, and data analysis for the COSF.                            |
| 5 | <b>Agency/Group/Organization</b>                                                                                                                     | Fulton County Office of Equal Employment Opportunity & Disability Affairs                                                                       |
|   | <b>Agency/Group/Organization Type</b>                                                                                                                | Other government - County                                                                                                                       |
|   | <b>What section of the Plan was addressed by Consultation?</b>                                                                                       | Non-Homeless Special Needs                                                                                                                      |
|   | <b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b> | Department was consulted to provide ADA awareness under the American with Disabilities Act.                                                     |
| 6 | <b>Agency/Group/Organization</b>                                                                                                                     | City of Atlanta Department of Grants and Community Development                                                                                  |
|   | <b>Agency/Group/Organization Type</b>                                                                                                                | Other government – Public Housing Authority                                                                                                     |
|   | <b>What section of the Plan was addressed by Consultation?</b>                                                                                       | Homelessness Strategy                                                                                                                           |
|   | <b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b> | Agency was consulted to provide information about the City of Atlanta’s Section 8 Moderate Rehab Program for referral purposes.                 |

Table 3 – Agencies, groups, organizations who participated

#### **Identify any Agency Types not consulted and provide rationale for not consulting**

South Fulton made a strategic effort to consult with as many agencies as possible to inform our inaugural Consolidated Plan. The statutory deadline of August 16<sup>th</sup> limited the City’s ability to broaden our outreach activities.

### Other local/regional/state/federal planning efforts considered when preparing the Plan

| Name of Plan                   | Lead Organization                          | How do the goals of your Strategic Plan overlap with the goals of each plan?                                                                                                                                                                                                                                   |
|--------------------------------|--------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| COSF Strategic Plan            | City of South Fulton                       | The goals of the City's strategic plan directly correlate with the Consolidated Plan goals and data from this plan was used to inform the Consolidate Plan projects and priorities                                                                                                                             |
| COSF Economic Development Plan | City of South Fulton / BAE Urban Economics | BAE Urban Economics was commissioned by the City of South Fulton to conduct the City's Economic Development plan. This plan directly informs the market study section of the Consolidated Plan.                                                                                                                |
| Livable Centers Initiative     | Atlanta Regional Commission                | The Atlanta Regional Commission's Livable Centers Initiative (LCI) is a grant program that incentivizes local jurisdictions to re-envision their communities as vibrant, walkable places that offer increased mobility options, encourage healthy lifestyles and provide improved access to jobs and services. |

Table 4 – Other local / regional / federal planning efforts

### Describe cooperation and coordination with other public entities, including the State and any adjacent units of general local government, in the implementation of the Consolidated Plan (91.215(l))

As a new city, South Fulton takes pride in our collaborative approach to planning and service delivery. We have several projects and activities that require coordination among neighboring jurisdictions. Some of these activities include but are not limited to the Community Development Assistance Program (CDAP) project funded by ARC and in conjunction with Chattahoochee Hills, Participation with the Georgia Municipal Association, and coordination with our local Public Housing Authorities and County Health Department.

### Narrative (optional):

## PR-15 Citizen Participation

### 1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal setting

#### Citizen Participation Outreach

| Sort Order | Mode of Outreach | Target of Outreach                  | Summary of response/attendance                                    | Summary of comments received | Summary of comments not accepted and reasons | URL (If applicable) |
|------------|------------------|-------------------------------------|-------------------------------------------------------------------|------------------------------|----------------------------------------------|---------------------|
| 1          | Public Hearing   | Non-Targeted<br><br>Broad Community | Public Advertised<br><br>Hearing in _____ newspaper on _____ date | Comments focused on _____    | All Comments were accepted                   |                     |

Table 5 – Citizen Participation Outreach

#### Identify any Agency Types not consulted and provide rationale for not consulting

All available agencies pertaining to the plan were contacted and consulted.

## Other local/regional/state/federal planning efforts considered when preparing the Plan

| Name of Plan                   | Lead Organization                          | How do the goals of your Strategic Plan overlap with the goals of each plan?                                                                                                                                                                                                                                   |
|--------------------------------|--------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| COSF Strategic Plan            | City of South Fulton                       | The goals of the City's strategic plan directly correlate with the Consolidated Plan goals and data from this plan was used to inform the Consolidate Plan projects and priorities                                                                                                                             |
| COSF Economic Development Plan | City of South Fulton / BAE Urban Economics | BAE Urban Economics was commissioned by the City of South Fulton to conduct the City's Economic Development plan. This plan directly informs the market study section of the Consolidated Plan.                                                                                                                |
| Livable Centers Initiative     | Atlanta Regional Commission                | The Atlanta Regional Commission's Livable Centers Initiative (LCI) is a grant program that incentivizes local jurisdictions to re-envision their communities as vibrant, walkable places that offer increased mobility options, encourage healthy lifestyles and provide improved access to jobs and services. |

**Table 6 – Other local / regional / federal planning efforts**

## **Needs Assessment**

### **NA-05 Overview**

#### **Needs Assessment Overview**

To inform development of priorities and goals over the next five years, this section of the Consolidated Plan discusses housing, community development, and economic development needs in the City of South Fulton. This section relies on data from a combination of sources that include but are not limited to: the U.S. Census, the 2007-2011 & 2012-2016 5-Year American Community Survey (ACS), and a special tabulation of ACS data known as Comprehensive Housing Affordability Strategy (CHAS) data that estimates the number of households with one or more housing needs. It should be noted that the City of South Fulton did not become an independent City from Fulton County until May 1, 2017. As such, we were limited in our ability to segregate city of South Fulton data from Fulton County. We anticipate the data used in this report to be slightly overstated as the data was collected for the County in the aggregate. However, we are confident that the recent surveys and studies conducted by the City provides an accurate data profile for the City of South Fulton. As we build out our HUD entitlement programs, we will constantly revisit the needs of our residents and continue to make data-driven investments that align with the unique needs of our residents.

Draft Copy



## NA-10 Housing Needs Assessment - 24 CFR 91.205 (a, b, c)

### Summary of Housing Needs

The affordable housing priority areas for South Fulton includes programs and services for the development and maintenance of affordable housing units; both rental and owner occupied, blight remediation, direct assistance to families and individuals for rental payments and homeownership opportunities.

| Demographics  | Base Year: 2010 | Most Recent Year: 2019 | % Change |
|---------------|-----------------|------------------------|----------|
| Population    | 84,211          | 100,176                | 19%      |
| Households    | 30,694          | 36,171                 | 17.8%    |
| Median Income | \$47,321        | \$59,540               | 12.5%    |

**Table 7 - Housing Needs Assessment Demographics**

**Data Source** (a) City of South Fulton, Georgia. Boundaries obtained through Fulton County GIS Portal.  
(b) Fulton County, Georgia. U.S. Census Bureau.  
(c) Atlanta-Sandy Springs-Roswell, GA Metropolitan Statistical Area. U.S. Census Bureau.

Sources: U.S. Census Bureau, 2010 Census; Esri Business Analyst; BAE, 2020.

### Number of Households Table

|                                                               | 0-30%<br>HAMFI | >30-50%<br>HAMFI | >50-80%<br>HAMFI | >80-100%<br>HAMFI | >100%<br>HAMFI |
|---------------------------------------------------------------|----------------|------------------|------------------|-------------------|----------------|
| Total Households *                                            | 3219           | 2625             | 2149             | 7993              | 6870           |
| Small Family Households *                                     | 660            | 625              | 330              | 1615              | 1858           |
| Large Family Households *                                     | 763            | 589              | 574              | 1926              | 1710           |
| Household contains at least one person 62-74 years of age     | 224            | 178              | 99               | 305               | 66             |
| Household contains at least one person age 75 or older        | 101            | 42               | 58               | 140               | 20             |
| Households with one or more children 6 years old or younger * | 124            | 75               | 206              | 180               | 320            |

**Table 8 - Total Households Table**

**Data Source:** Notes:  
(a) Includes only the households for which income data are known.

Sources: U.S. Census Bureau, American Community Survey 2013-2017 5-Year Sample Data;  
Esri Business Analyst; BAE, 2020.

## Housing Needs Summary Tables

### 1. Housing Problems (Households with one of the listed needs)

|                                                                                       | Renter       |                    |                    |                     |       | Owner        |                    |                    |                     |       |
|---------------------------------------------------------------------------------------|--------------|--------------------|--------------------|---------------------|-------|--------------|--------------------|--------------------|---------------------|-------|
|                                                                                       | 0-30%<br>AMI | >30-<br>50%<br>AMI | >50-<br>80%<br>AMI | >80-<br>100%<br>AMI | Total | 0-30%<br>AMI | >30-<br>50%<br>AMI | >50-<br>80%<br>AMI | >80-<br>100%<br>AMI | Total |
| NUMBER OF HOUSEHOLDS                                                                  |              |                    |                    |                     |       |              |                    |                    |                     |       |
| Substandard Housing - Lacking complete plumbing or kitchen facilities                 | 90           | 110                | 175                | 80                  | 455   | 25           | 15                 | 50                 | 20                  | 110   |
| Severely Overcrowded - With >1.51 people per room (and complete kitchen and plumbing) | 230          | 50                 | 70                 | 0                   | 350   | 15           | 19                 | 0                  | 0                   | 34    |
| Overcrowded - With 1.01-1.5 people per room (and none of the above problems)          | 320          | 230                | 360                | 150                 | 1,060 | 40           | 45                 | 105                | 30                  | 220   |

|                                                                                 | Renter       |                    |                    |                     |       | Owner        |                    |                    |                     |       |
|---------------------------------------------------------------------------------|--------------|--------------------|--------------------|---------------------|-------|--------------|--------------------|--------------------|---------------------|-------|
|                                                                                 | 0-30%<br>AMI | >30-<br>50%<br>AMI | >50-<br>80%<br>AMI | >80-<br>100%<br>AMI | Total | 0-30%<br>AMI | >30-<br>50%<br>AMI | >50-<br>80%<br>AMI | >80-<br>100%<br>AMI | Total |
| Housing cost burden greater than 50% of income (and none of the above problems) | 5,195        | 2,719              | 785                | 10                  | 8,709 | 1,879        | 2,204              | 2,140              | 415                 | 6,638 |
| Housing cost burden greater than 30% of income (and none of the above problems) | 525          | 2,100              | 3,560              | 1,050               | 7,235 | 140          | 849                | 2,064              | 2,375               | 5,428 |
| Zero/negative Income (and none of the above problems)                           | 710          | 0                  | 0                  | 0                   | 710   | 450          | 0                  | 0                  | 0                   | 450   |

**Table 9 – Housing Problems Table**

Data 2011-2015 CHAS

Source:

2. Housing Problems 2 (Households with one or more Severe Housing Problems: Lacks kitchen or complete plumbing, severe overcrowding, severe cost burden)

|                                           | Renter       |                    |                    |                     |        | Owner        |                    |                    |                     |        |
|-------------------------------------------|--------------|--------------------|--------------------|---------------------|--------|--------------|--------------------|--------------------|---------------------|--------|
|                                           | 0-30%<br>AMI | >30-<br>50%<br>AMI | >50-<br>80%<br>AMI | >80-<br>100%<br>AMI | Total  | 0-30%<br>AMI | >30-<br>50%<br>AMI | >50-<br>80%<br>AMI | >80-<br>100%<br>AMI | Total  |
| NUMBER OF HOUSEHOLDS                      |              |                    |                    |                     |        |              |                    |                    |                     |        |
| Having 1 or more of four housing problems | 5,830        | 3,109              | 1,385              | 235                 | 10,559 | 1,959        | 2,294              | 2,295              | 465                 | 7,013  |
| Having none of four housing problems      | 1,230        | 2,510              | 5,795              | 3,750               | 13,285 | 389          | 1,470              | 3,954              | 4,200               | 10,013 |

|                                                                       | Renter    |             |             |              |       | Owner     |             |             |              |       |
|-----------------------------------------------------------------------|-----------|-------------|-------------|--------------|-------|-----------|-------------|-------------|--------------|-------|
|                                                                       | 0-30% AMI | >30-50% AMI | >50-80% AMI | >80-100% AMI | Total | 0-30% AMI | >30-50% AMI | >50-80% AMI | >80-100% AMI | Total |
| Household has negative income, but none of the other housing problems | 710       | 0           | 0           | 0            | 710   | 450       | 0           | 0           | 0            | 450   |

**Table 10 – Housing Problems 2**

Data 2011-2015 CHAS

Source:

### 3. Cost Burden > 30%

|                      | Renter    |             |             |        | Owner     |             |             |       |
|----------------------|-----------|-------------|-------------|--------|-----------|-------------|-------------|-------|
|                      | 0-30% AMI | >30-50% AMI | >50-80% AMI | Total  | 0-30% AMI | >30-50% AMI | >50-80% AMI | Total |
| NUMBER OF HOUSEHOLDS |           |             |             |        |           |             |             |       |
| Small Related        | 3,219     | 2,625       | 2,149       | 7,993  | 640       | 1,244       | 1,871       | 3,755 |
| Large Related        | 660       | 625         | 330         | 1,615  | 130       | 159         | 640         | 929   |
| Elderly              | 763       | 589         | 574         | 1,926  | 695       | 1,015       | 985         | 2,695 |
| Other                | 1,624     | 1,333       | 1,485       | 4,442  | 585       | 703         | 827         | 2,115 |
| Total need by income | 6,266     | 5,172       | 4,538       | 15,976 | 2,050     | 3,121       | 4,323       | 9,494 |

**Table 11 – Cost Burden > 30%**

Data 2011-2015 CHAS

Source:

### 4. Cost Burden > 50%

|                      | Renter    |             |             |       | Owner     |             |             |       |
|----------------------|-----------|-------------|-------------|-------|-----------|-------------|-------------|-------|
|                      | 0-30% AMI | >30-50% AMI | >50-80% AMI | Total | 0-30% AMI | >30-50% AMI | >50-80% AMI | Total |
| NUMBER OF HOUSEHOLDS |           |             |             |       |           |             |             |       |
| Small Related        | 2,989     | 1,480       | 194         | 4,663 | 625       | 1,090       | 773         | 2,488 |
| Large Related        | 580       | 220         | 70          | 870   | 110       | 85          | 255         | 450   |
| Elderly              | 633       | 399         | 270         | 1,302 | 611       | 597         | 620         | 1,828 |
| Other                | 1,499     | 718         | 345         | 2,562 | 545       | 434         | 523         | 1,502 |
| Total need by income | 5,701     | 2,817       | 879         | 9,397 | 1,891     | 2,206       | 2,171       | 6,268 |

**Table 12 – Cost Burden > 50%**

Data 2011-2015 CHAS

Source:

## 5. Crowding (More than one person per room)

|                                       | Renter    |             |             |              |       | Owner     |             |             |              |       |
|---------------------------------------|-----------|-------------|-------------|--------------|-------|-----------|-------------|-------------|--------------|-------|
|                                       | 0-30% AMI | >30-50% AMI | >50-80% AMI | >80-100% AMI | Total | 0-30% AMI | >30-50% AMI | >50-80% AMI | >80-100% AMI | Total |
| NUMBER OF HOUSEHOLDS                  |           |             |             |              |       |           |             |             |              |       |
| Single family households              | 515       | 155         | 315         | 145          | 1,130 | 35        | 64          | 75          | 30           | 204   |
| Multiple, unrelated family households | 35        | 80          | 95          | 45           | 255   | 20        | 0           | 30          | 0            | 50    |
| Other, non-family households          | 0         | 45          | 20          | 0            | 65    | 0         | 0           | 0           | 0            | 0     |
| Total need by income                  | 550       | 280         | 430         | 190          | 1,450 | 55        | 64          | 105         | 30           | 254   |

**Table 13 – Crowding Information – 1/2**

Data Source: 2011-2015 CHAS

|                                  | Renter    |             |             |       | Owner     |             |             |       |
|----------------------------------|-----------|-------------|-------------|-------|-----------|-------------|-------------|-------|
|                                  | 0-30% AMI | >30-50% AMI | >50-80% AMI | Total | 0-30% AMI | >30-50% AMI | >50-80% AMI | Total |
| Households with Children Present | 0         | 0           | 0           | 0     | 0         | 0           | 0           | 0     |

**Table 14 – Crowding Information – 2/2**

Data Source: 2011-2015 CHAS  
Comments:

## Describe the number and type of single person households in need of housing assistance.

South Fulton has several extended stay hotels that provide housing for families on a transient and temporary basis. The 2019 Point in Time Count reveals that the County's homeless population is comprised largely of single adult males between the ages of 45-64, totaling over 3,000 homeless single adults in unsheltered or temporary housing. On an annual basis, approximately 16,000 single persons are homeless in Fulton County and all residents need access to affordable housing. Many of the regions homeless population gathers in the heart of downtown Atlanta for better proximity to services and shelter.

**Estimate the number and type of families in need of housing assistance who are disabled or victims of domestic violence, dating violence, sexual assault and stalking.**

Fulton County estimates that approximately 44% of residents that qualify as chronic homeless, meaning that a family member has a long-term disability and the family is in need of supportive housing. Based on reports from the County, approximately 490-550 persons in chronic homeless families need housing per year. South Fulton estimates that the number of chronically homeless persons within our jurisdictional boundaries consist of about half of the county total at (250-300) persons annually. There are regional agencies that assist with homelessness such as the, Partnership Against Domestic Violence which has a shelter in Fulton County which provides approximately 250 women and children housing annually who are victims of domestic violence. The ACS data shows that approximately 30,000 of Fulton County's population aged 18-64 and 18,000 of those 65 and older have a disability. These numbers are indicators of future need.

**What are the most common housing problems?**

Affordability is a critical issue for very low- and low-income households in South Fulton. Affordable rental properties are critical to the stability of the community. A large percentage of South Fulton residents cannot reasonably afford to purchase a home. Approximately 12% of the population in the City live at or below the poverty line. This fact makes it difficult for low income people to find decent rental housing.

- There are not enough affordable rental units available;
- The City has an aging and deteriorating housing stock;
- The City has experienced a rise in evictions for low income households that lead to homelessness.
- The percentages of households with cost burdens are generally higher for older adults and large households in every income category.
- Escalating land and construction costs have made it more difficult for the low- and moderate-income family to obtain homeownership within the marketplace.
- Potential low- and moderate-income homebuyers often face the challenge of having enough cash at closing for the down payment and closing costs.
- Credit and predatory lending practices also make it difficult for low- and moderate-income families to achieve homeownership without federal subsidies.

**Are any populations/household types more affected than others by these problems?**

In general, research suggests that homeless women and children are more likely to be housed than single men.<sup>1</sup> Race also contributes significantly to one's ability to obtain and maintain housing. African Americans experience higher instances of housing discrimination and often lack resources to stabilize long

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<sup>1</sup> <https://www.hudexchange.info/resource/4832/2015-ahar-part-1-pit-estimates-of-homelessness/>



term after becoming homeless. Additionally, data suggests that there is an uptick in LGBTQ youth experiencing homelessness. These rates of homelessness are higher than the general population.<sup>2</sup>

**Describe the characteristics and needs of Low-income individuals and families with children (especially extremely low-income) who are currently housed but are at imminent risk of either residing in shelters or becoming unsheltered 91.205(c)/91.305(c)). Also discuss the needs of formerly homeless families and individuals who are receiving rapid re-housing assistance and are nearing the termination of that assistance**

Research suggests that single mothers with school-aged children are at risk of becoming homeless. In fact, in 2013 the state of Georgia ranked 49<sup>th</sup> among 50 states for risk of child homelessness.<sup>3</sup> Family problems are contributing factors such as domestic violence and abuse, divorce and death of a family member. Approximately one-fourth of homeless families qualify as chronically homeless and over half of heads of families have a substance addiction that needs treatment before the family is ready for permanent housing. For individuals, risk factors include being single, male African-American and middle-aged with addictive disorders, health issues and disabilities that indicate a higher risk of these individuals who are at imminent risk of becoming homeless.

For individuals and families, unemployment and having a previous homeless status are the primary risk factors for people to return to homeless conditions. Formerly homeless persons are more likely to stabilize in permanent housing with financial support from Rapid Re-housing programs with move-in and rental assistance, case management, budgeting counseling and life skills. Persons with substance abuse need therapeutic support, while those with health issues benefit from ongoing medical care, housing and wrap around services. Each unhoused resident needs a specialized plan that includes direct subsidy support for housing and wrap around services.

**If a jurisdiction provides estimates of the at-risk population(s), it should also include a description of the operational definition of the at-risk group and the methodology used to generate the estimates:**

South Fulton will use other Jurisdictional data through the Homeless Management Information System managed by Pathways Community Network in partnership with local CoC's to predict estimates and forecast for at risk populations.

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<sup>2</sup> American Institute for Research (2014). <https://www.air.org/sites/default/files/downloads/report/Americas-Youngest-Outcasts-Child-Homelessness-Nov2014.pdf>

<sup>3</sup> America's Youngest Outcasts: A Report Card on Child Homelessness p. 20.

## **Specify particular housing characteristics that have been linked with instability and an increased risk of homelessness**

In general, the most frequently cited reason as to why people became homeless was economic factors. Nearly 9 out of 10 respondents cited economic factors as the primary reason for their homelessness; 40% cited they lost their job and 19% cited that their SSI or SSD benefits had been cut off or cancelled as factors that triggered their homelessness. The presence of a Global Pandemic in 2020 accelerated the risks of people becoming homeless. Many low wage hourly worker lost their income due to layoffs and social distancing requirements. And for those lucky enough to be housed, they struggled to make ends meet with reduced incomes and little access to social service agencies during the pandemic.

### **Discussion**

While 2019, CoC reports show that the overall homeless population is trending down, it can be anticipated that once the economy is reestablished and people head back to work, that the instances of homelessness will spike due to extended instances of unemployment. We also expect that several families are at risk of foreclosure and eviction as a fallout of the Corona Virus Pandemic when federal mandates are lifted. Research in general suggests that other factors such as domestic violence, substance abuse, and health factors are the next highest cited reasons that led to homelessness.<sup>4</sup>

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<sup>4</sup> Partners for HOME 2019 Point in Time Count <https://partnersforhome.org/data/>

## NA-15 Disproportionately Greater Need: Housing Problems – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

### Introduction

These data were drawn from the Fulton County CHAS data set and while the City of South Fulton was represented in these numbers in the aggregate, there is a possibility that these data are over-reported in some areas based on the City's current population. However, we expect the data patterns will remain consistent and that current data will also show a disproportionate number of African Americans experiencing one or more housing problem. As shown in Tables below, the incidence of housing problems by income group and racial and ethnic groups disproportionately affects African Americans. Within the sampled data set, African Americans were 3 times more likely to report one or more housing problems than whites (6573 blacks vs. 1544 whites). This data suggests that African Americans are disproportionately at risk to bear the largest burden of household problems.

### 0%-30% of Area Median Income

| Housing Problems               | Has one or more of four housing problems | Has none of the four housing problems | Household has no/negative income, but none of the other housing problems |
|--------------------------------|------------------------------------------|---------------------------------------|--------------------------------------------------------------------------|
| Jurisdiction as a whole        | 9,233                                    | 919                                   | 990                                                                      |
| White                          | 1,544                                    | 558                                   | 100                                                                      |
| Black / African American       | 7689                                     | 361                                   | 775                                                                      |
| Asian                          | 0                                        | 0                                     | 0                                                                        |
| American Indian, Alaska Native | 0                                        | 0                                     | 0                                                                        |
| Pacific Islander               | 0                                        | 0                                     | 0                                                                        |
| Hispanic                       | 0                                        | 0                                     | 0                                                                        |

**Table 15 - Disproportionally Greater Need 0 - 30% AMI**

Data Source: 2011-2015 CHAS

\*Asian, American Indian, Alaska Native, Pacific Islander, and Hispanic Categories were deleted because the proportions were so small and/or no current data exist on these populations for the City of South Fulton.

\*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

### 30%-50% of Area Median Income

| Housing Problems               | Has one or more of four housing problems | Has none of the four housing problems | Household has no/negative income, but none of the other housing problems |
|--------------------------------|------------------------------------------|---------------------------------------|--------------------------------------------------------------------------|
| Jurisdiction as a whole        | 7,824                                    | 1,908                                 | 0                                                                        |
| White                          | 1,580                                    | 810                                   | 0                                                                        |
| Black / African American       | 6,244                                    | 1098                                  | 0                                                                        |
| Asian                          | 0                                        | 0                                     | 0                                                                        |
| American Indian, Alaska Native | 0                                        | 0                                     | 0                                                                        |
| Pacific Islander               | 0                                        | 0                                     | 0                                                                        |
| Hispanic                       | 0                                        | 0                                     | 0                                                                        |

**Table 16 - Disproportionally Greater Need 30 - 50% AMI**

Data Source: 2011-2015 CHAS

\*Asian, American Indian, Alaska Native, Pacific Islander, and Hispanic Categories were deleted because the proportions were so small and/or no current data exist on these populations for the City of South Fulton.

\*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

### 50%-80% of Area Median Income

| Housing Problems               | Has one or more of four housing problems | Has none of the four housing problems | Household has no/negative income, but none of the other housing problems |
|--------------------------------|------------------------------------------|---------------------------------------|--------------------------------------------------------------------------|
| Jurisdiction as a whole        | 9,315                                    | 6,655                                 | 0                                                                        |
| White                          | 2,055                                    | 2,180                                 | 0                                                                        |
| Black / African American       | 6,389                                    | 3,568                                 | 0                                                                        |
| Asian                          | 0                                        | 0                                     | 0                                                                        |
| American Indian, Alaska Native | 10                                       | 0                                     | 0                                                                        |
| Pacific Islander               | 0                                        | 0                                     | 0                                                                        |
| Hispanic                       | 0                                        | 0                                     | 0                                                                        |

**Table 17 - Disproportionally Greater Need 50 - 80% AMI**

Data Source: 2011-2015 CHAS

\*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

## 80%-100% of Area Median Income

| Housing Problems               | Has one or more of four housing problems | Has none of the four housing problems | Household has no/negative income, but none of the other housing problems |
|--------------------------------|------------------------------------------|---------------------------------------|--------------------------------------------------------------------------|
| Jurisdiction as a whole        | 3,445                                    | 5,803                                 | 0                                                                        |
| White                          | 854                                      | 1,833                                 | 0                                                                        |
| Black / African American       | 2,591                                    | 3,970                                 | 0                                                                        |
| Asian                          | 0                                        | 0                                     | 0                                                                        |
| American Indian, Alaska Native | 0                                        | 0                                     | 0                                                                        |
| Pacific Islander               | 0                                        | 0                                     | 0                                                                        |
| Hispanic                       | 0                                        | 0                                     | 0                                                                        |

**Table 18 - Disproportionally Greater Need 80 - 100% AMI**

Data Source: 2011-2015 CHAS

\*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

## Discussion

Fulton County was unique in its configuration and geographical footprint. In 1932 due to financial concerns stemming from the Great Depression, Milton (to the north) and Campbell (to the south) merged into Fulton County. According to 2012 Census estimates, Fulton County was the most populous county in Georgia at 529 square miles. Fulton County's northern end of the county includes Alpharetta, Johns Creek, Milton and Mountain Park. The southern end of the county included Chattahoochee Hills, College Park, East Point, Fairburn, Hapeville, Palmetto, Union City and unincorporated areas in the South region of the County that currently comprise the newly established City of South Fulton.

In May of 2017 South Fulton incorporated and formed an independent City. South Fulton covers approximately 88 square miles and is adjacent to other municipalities such as Union City, Fairburn, Palmetto and College Park. South Fulton's unique composition blends urban, suburban, and rural geographies, into one unique city. These diverse conditions create complex challenges for the City as we try to meet the fluid housing needs of our residents. The housing needs and desires of South Fulton residents are as diverse as our geographical areas. While some areas are densely populated and need community revitalization, others are undisturbed and rural. As our city postures for growth, we want to ensure that we provide high quality housing for all residents that wish to call our city home. We want a diverse and inclusive community that has diverse housing typologies, scale, and prices.

## NA-20 Disproportionately Greater Need: Severe Housing Problems – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

### Introduction

These data were drawn from the Fulton County CHAS data set and while the City of South Fulton was represented in these numbers in the aggregate, there is a possibility that the data are over-reported in some areas based on the City's current population. However, we expect that the data pattern will remain consistent and that current data will also show a disproportionate number of African Americans experiencing one or more housing problems. As shown in Tables below, the incidence of housing problems by income group and racial and ethnic groups disproportionately affects African Americans. African Americans were 3 times more likely to report one or more housing problems than whites (6008 blacks vs. 1294 whites). This data suggests that African Americans are disproportionately at risk to bear the largest burden of household problems.

### 0%-30% of Area Median Income

| Severe Housing Problems*       | Has one or more of four housing problems | Has none of the four housing problems | Household has no/negative income, but none of the other housing problems |
|--------------------------------|------------------------------------------|---------------------------------------|--------------------------------------------------------------------------|
| Jurisdiction as a whole        | 8,368                                    | 1,783                                 | 990                                                                      |
| White                          | 1,294                                    | 812                                   | 100                                                                      |
| Black / African American       | 6,008                                    | 900                                   | 775                                                                      |
| Asian                          | 0                                        | 0                                     | 20                                                                       |
| American Indian, Alaska Native | 0                                        | 0                                     | 0                                                                        |
| Pacific Islander               | 0                                        | 0                                     | 0                                                                        |
| Hispanic                       | 0                                        | 0                                     | 55                                                                       |

**Table 19 – Severe Housing Problems 0 - 30% AMI**

Data Source: 2011-2015 CHAS

\*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%



### 30%-50% of Area Median Income

| Severe Housing Problems*       | Has one or more of four housing problems | Has none of the four housing problems | Household has no/negative income, but none of the other housing problems |
|--------------------------------|------------------------------------------|---------------------------------------|--------------------------------------------------------------------------|
| Jurisdiction as a whole        | 4,289                                    | 5,433                                 | 0                                                                        |
| White                          | 924                                      | 1,460                                 | 0                                                                        |
| Black / African American       | 2,709                                    | 3,472                                 | 0                                                                        |
| Asian                          | 0                                        | 0                                     | 0                                                                        |
| American Indian, Alaska Native | 0                                        | 0                                     | 0                                                                        |
| Pacific Islander               | 0                                        | 0                                     | 0                                                                        |
| Hispanic                       | 0                                        | 0                                     | 0                                                                        |

**Table 20 – Severe Housing Problems 30 - 50% AMI**

Data Source: 2011-2015 CHAS

\*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

### 50%-80% of Area Median Income

| Severe Housing Problems*       | Has one or more of four housing problems | Has none of the four housing problems | Household has no/negative income, but none of the other housing problems |
|--------------------------------|------------------------------------------|---------------------------------------|--------------------------------------------------------------------------|
| Jurisdiction as a whole        | 2,448                                    | 13,505                                | 0                                                                        |
| White                          | 523                                      | 3,705                                 | 0                                                                        |
| Black / African American       | 1,577                                    | 8,390                                 | 0                                                                        |
| Asian                          | 0                                        | 0                                     | 0                                                                        |
| American Indian, Alaska Native | 0                                        | 0                                     | 0                                                                        |
| Pacific Islander               | 0                                        | 0                                     | 0                                                                        |
| Hispanic                       | 0                                        | 0                                     | 0                                                                        |

**Table 21 – Severe Housing Problems 50 - 80% AMI**

Data Source: 2011-2015 CHAS

\*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

## 80%-100% of Area Median Income

| Severe Housing Problems*       | Has one or more of four housing problems | Has none of the four housing problems | Household has no/negative income, but none of the other housing problems |
|--------------------------------|------------------------------------------|---------------------------------------|--------------------------------------------------------------------------|
| Jurisdiction as a whole        | 649                                      | 8,599                                 | 0                                                                        |
| White                          | 165                                      | 2,523                                 | 0                                                                        |
| Black / African American       | 484                                      | 6,079                                 | 0                                                                        |
| Asian                          | 0                                        | 0                                     | 0                                                                        |
| American Indian, Alaska Native | 0                                        | 0                                     | 0                                                                        |
| Pacific Islander               | 0                                        | 0                                     | 0                                                                        |
| Hispanic                       | 0                                        | 0                                     | 0                                                                        |

**Table 22 – Severe Housing Problems 80 - 100% AMI**

Data Source: 2011-2015 CHAS

\*Asian, American Indian, Alaska Native, Pacific Islander, and Hispanic Categories were deleted because the proportions were so small and/or no current data exist on these populations for the City of South Fulton.

\*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

## Discussion

In 2017 South Fulton incorporated and formed an independent City and was no longer a part of Fulton County. South Fulton's racial makeup suggests that approximately 90% of residents are African American. And while there is great variation among incomes, education levels, and household preferences, we understand that in order to be a truly competitive city that we need to have housing solutions for residents at all income levels.

South Fulton covers approximately 88 square miles and is adjacent to other municipalities such as Union City, Fairburn, Palmetto and College Park. South Fulton's unique composition blends urban, suburban and rural geographies, into one city creates complex challenges for the City in the future as we try to meet the fluid housing needs of our residents. The housing needs and desires of South Fulton residents are as diverse as our geographical areas. While some areas are densely populated and need community revitalization, others are undisturbed and rural. As our city postures for growth, we want to ensure that we provide high quality housing for all. We want a diverse and inclusive community that has diverse housing typologies, scale, and price.

## NA-25 Disproportionately Greater Need: Housing Cost Burdens – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

### Introduction:

The predominant housing problem facing low-and moderate-income families and individuals in South Fulton is housing cost burden. Overall, many South Fulton households are paying more than 30% of their income toward their housing costs. The incidence of housing cost burden is highest amount those households with very low income (less than 30% of area wide median) and those with low income (between 30% and 50% of area wide median income). About two-thirds of the very-low income households in South Fulton face a housing cost burden of 50% or higher.

### Housing Cost Burden

| Housing Cost Burden            | <=30% | 30-50% | >50% | No / negative income (not computed) |
|--------------------------------|-------|--------|------|-------------------------------------|
| Jurisdiction as a whole        | 3374  | 2810   | 3125 | 376                                 |
| White                          | 337   | 281    | 312  | 37                                  |
| Black / African American       | 3022  | 2439   | 2717 | 328                                 |
| Asian                          | 3     | 4      | 1    | 0                                   |
| American Indian, Alaska Native | 1     | 1      | 1    | 0                                   |
| Pacific Islander               | 1     | 1      | 1    | 0                                   |
| Hispanic                       | 10    | 84     | 93   | 11                                  |

**Table 23 – Greater Need: Housing Cost Burdens AMI**

**Data Source:** Source: U.S. Census Bureau, 2013-2017 American Community Survey \*Asian, American Indian, Alaska Native, Pacific Islander, and Hispanic Categories shown here very small proportions of the data the City of South Fulton.

Note: "Cost-burdened" households are those which pay at least 30% of their income in rent or homeowner costs.

Sources: U.S. Census Bureau, American Community Survey 2013-2017 5-Year Sample Data; Esri Business Analyst; BAE, 2020.

### Discussion

According to the U. S Department of Housing and Urban Development (HUD), a disproportionately greater need exists when the members of a racial or ethnic minority group are experience housing problems at a rate of (10% or more) than whole population. HUD defines housing costs burden as households that pay more than 30% of their household income on housing-related costs. According to HUD's definition, households that pay less than 30% of their income towards housing related costs have no cost burden. While those that pay between 30 and 50% of their income towards housing related costs are considered to be moderately cost burdened and those that pay more than 50% of their income toward housing related costs are considered severely cost burdened.

### **NA-30 Disproportionately Greater Need: Discussion – 91.205(b)(2)**

**Are there any Income categories in which a racial or ethnic group has disproportionately greater need than the needs of that income category as a whole?**

While all racial and ethnic groups in the low income category (30-50% AMI) experienced housing problems with the higher incidence among very low income racial and ethnic groups for housing needs, in the City of South Fulton, African Americans represent the largest population of those with the greatest need of housing support.

**If they have needs not identified above, what are those needs?**

Households in South Fulton need public subsidies to help stabilize rents and provide housing that is decent, high quality and safe. South Fulton residents also need down payment assistance programs that will help extremely low-income earners obtain homeownership. Lastly, the South Fulton needs Federal HOME dollars that will spur private investment and provide incentives for developers to build affordable housing.

**Are any of those racial or ethnic groups located in specific areas or neighborhoods in your community?**

South Fulton is a predominately African American City that has about a 12% poverty rate. There are about 715 households that reported receiving subsidized housing and about 4,135 residents who receive SNAP benefits for food. These instances are expected to increase as the city continues to grow.

## NA-35 Public Housing – 91.205(b)

### Introduction

South Fulton does not operate, own, or manage any public housing units. In both Fulton County and the City of Atlanta, separate agencies own and manage public housing developments. As such, the City does not undertake public housing resident management or ownership initiatives.

However, South Fulton would like to support, through financing or technical assistance, the efforts of local Public Housing Authorities (PHAs) within the City's Consolidated Planning Area that are consistent with the objectives of Federal programs that encourage homeownership, self-sufficiency, and youth development.

### Totals in Use

| Program Type               |             |           |                |          |               |              |                                     |                            |            |
|----------------------------|-------------|-----------|----------------|----------|---------------|--------------|-------------------------------------|----------------------------|------------|
|                            | Certificate | Mod-Rehab | Public Housing | Vouchers |               |              |                                     |                            |            |
|                            |             |           |                | Total    | Project-based | Tenant-based | Special Purpose Voucher             |                            |            |
|                            |             |           |                |          |               |              | Veterans Affairs Supportive Housing | Family Unification Program | Disabled * |
| # of units vouchers in use | 0           | 0         | 193            | 2,001    | 0             | 1,978        | 0                                   | 0                          | 0          |

**Table 24 - Public Housing by Program Type**

\*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

Data Source: PIC (PIH Information Center)

### Characteristics of Residents

| Program Type           |             |           |                |          |               |              |                                     |                            |
|------------------------|-------------|-----------|----------------|----------|---------------|--------------|-------------------------------------|----------------------------|
|                        | Certificate | Mod-Rehab | Public Housing | Vouchers |               |              |                                     |                            |
|                        |             |           |                | Total    | Project-based | Tenant-based | Special Purpose Voucher             |                            |
|                        |             |           |                |          |               |              | Veterans Affairs Supportive Housing | Family Unification Program |
| Average Annual Income  | 0           | 0         | 0              | 12,339   | 0             | 12,242       | 0                                   | 0                          |
| Average length of stay | 0           | 0         | 5              | 5        | 0             | 4            | 0                                   | 0                          |
| Average Household size | 0           | 0         | 1              | 3        | 0             | 3            | 0                                   | 0                          |

| Program Type                                    |             |           |                |          |               |              |                                     |                            |
|-------------------------------------------------|-------------|-----------|----------------|----------|---------------|--------------|-------------------------------------|----------------------------|
|                                                 | Certificate | Mod-Rehab | Public Housing | Vouchers |               |              |                                     |                            |
|                                                 |             |           |                | Total    | Project-based | Tenant-based | Special Purpose Voucher             |                            |
|                                                 |             |           |                |          |               |              | Veterans Affairs Supportive Housing | Family Unification Program |
| # Homeless at admission                         | 0           | 0         | 0              | 0        | 0             | 0            | 0                                   | 0                          |
| # of Elderly Program Participants (>62)         | 0           | 0         | 87             | 127      | 0             | 126          | 0                                   | 0                          |
| # of Disabled Families                          | 0           | 0         | 33             | 278      | 0             | 273          | 0                                   | 0                          |
| # of Families requesting accessibility features | 0           | 0         | 193            | 2,001    | 0             | 1,978        | 0                                   | 0                          |
| # of HIV/AIDS program participants              | 0           | 0         | 0              | 0        | 0             | 0            | 0                                   | 0                          |
| # of DV victims                                 | 0           | 0         | 0              | 0        | 0             | 0            | 0                                   | 0                          |

Table 25 – Characteristics of Public Housing Residents by Program Type

## Race of Residents

| Program Type                  |             |           |                |          |               |              |                                     |                            |            |
|-------------------------------|-------------|-----------|----------------|----------|---------------|--------------|-------------------------------------|----------------------------|------------|
| Race                          | Certificate | Mod-Rehab | Public Housing | Vouchers |               |              |                                     |                            |            |
|                               |             |           |                | Total    | Project-based | Tenant-based | Special Purpose Voucher             |                            |            |
|                               |             |           |                |          |               |              | Veterans Affairs Supportive Housing | Family Unification Program | Disabled * |
| White                         | 0           | 0         | 67             | 72       | 0             | 72           | 0                                   | 0                          | 0          |
| Black/African American        | 0           | 0         | 119            | 1,927    | 0             | 1,904        | 0                                   | 0                          | 0          |
| Asian                         | 0           | 0         | 5              | 0        | 0             | 0            | 0                                   | 0                          | 0          |
| American Indian/Alaska Native | 0           | 0         | 1              | 2        | 0             | 2            | 0                                   | 0                          | 0          |
| Pacific Islander              | 0           | 0         | 1              | 0        | 0             | 0            | 0                                   | 0                          | 0          |



| Program Type                                                                                           |             |           |                |          |               |              |                                     |                            |            |
|--------------------------------------------------------------------------------------------------------|-------------|-----------|----------------|----------|---------------|--------------|-------------------------------------|----------------------------|------------|
| Race                                                                                                   | Certificate | Mod-Rehab | Public Housing | Vouchers |               |              |                                     |                            |            |
|                                                                                                        |             |           |                | Total    | Project-based | Tenant-based | Special Purpose Voucher             |                            |            |
|                                                                                                        |             |           |                |          |               |              | Veterans Affairs Supportive Housing | Family Unification Program | Disabled * |
| Other                                                                                                  | 0           | 0         | 0              | 0        | 0             | 0            | 0                                   | 0                          | 0          |
| *includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition |             |           |                |          |               |              |                                     |                            |            |

**Table 26 – Race of Public Housing Residents by Program Type**

Data Source: PIC (PIH Information Center)

## Ethnicity of Residents

| Program Type                                                                                           |             |           |                |          |               |              |                                     |                            |            |
|--------------------------------------------------------------------------------------------------------|-------------|-----------|----------------|----------|---------------|--------------|-------------------------------------|----------------------------|------------|
| Ethnicity                                                                                              | Certificate | Mod-Rehab | Public Housing | Vouchers |               |              |                                     |                            |            |
|                                                                                                        |             |           |                | Total    | Project-based | Tenant-based | Special Purpose Voucher             |                            |            |
|                                                                                                        |             |           |                |          |               |              | Veterans Affairs Supportive Housing | Family Unification Program | Disabled * |
| Hispanic                                                                                               | 0           | 0         | 5              | 18       | 0             | 18           | 0                                   | 0                          | 0          |
| Not Hispanic                                                                                           | 0           | 0         | 188            | 1,983    | 0             | 1,960        | 0                                   | 0                          | 0          |
| *includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition |             |           |                |          |               |              |                                     |                            |            |

**Table 27 – Ethnicity of Public Housing Residents by Program Type**

Data Source: PIC (PIH Information Center)

## Section 504 Needs Assessment: Describe the needs of public housing tenants and applicants on the waiting list for accessible units:

Households often report needing wrap around services such as: employment opportunities, job training, childcare, transportation, health related assistance, after school programs, adult education, and child educational enrichment as major needs among their assisted households. These programs help put residents on a path to self-sufficiency. Most waiting list for Housing Choice Voucher remain closed for extended periods of time. There is never enough supply to meet the demand for affordable housing and the City of South Fulton would like to have the resources to help our residents directly instead of referring them to neighboring jurisdictions for services.

## **Most immediate needs of residents of Public Housing and Housing Choice voucher holders**

HAFC reports that the Housing Choice Voucher program is the essential to resident mobility, designed to move families not only beyond dependence on public assistance, but out of high poverty neighborhoods. To that end, families are given assistance in identifying units located in all areas of unincorporated Fulton County. The Housing Choice Voucher program is the Federal Government's major program for assisting low-income families, the elderly, and the disabled to afford decent, safe, and sanitary housing in the private market.<sup>5</sup> Since housing assistance is provided on behalf of the family or individual, participants are permitted to choose their own housing, including single-family homes, townhouses and apartments, providing a landlord is willing to accept the voucher as payment. Many voucher holders report instances of discrimination and many residents are forced to accept housing in substandard conditions in lieu of losing the voucher. This creates a precarious situation for voucher holders.<sup>6</sup> Through the portability feature of vouchers (the ability to move from one jurisdiction and/or state to another jurisdiction and/or state with Voucher assistance), the number of clients that are expected to move to more affordable areas like South Fulton is expected to increase.

## **How do these needs compare to the housing needs of the population at large**

By administering and developing housing opportunities for citizens of low to moderate incomes, the city of South Fulton will be able to produce high quality housing stock that is accessible to all income levels. Housing stability is foundational to self-sufficiency. These investments in families should be viewed as key to our economic competitiveness, because we are prioritizing the safety and well-being of our people, not providing hand-outs. The City of South Fulton needs additional resources to help educate the public about the success of public resources and to provide rent and mortgage stabilization tools that help families become upwardly mobile.

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<sup>5</sup> <https://www.dca.ga.gov/safe-affordable-housing/rental-housing-assistance/housing-choice-voucher-program-formerly-known>

<sup>6</sup> <https://saportareport.com/why-arent-atlanta-landlords-renting-to-section-8-tenants/>

## NA-40 Homeless Needs Assessment – 91.205(c)

### Introduction:

In previous years, Fulton County participated in the Tri-Jurisdictional Collaborative on Homelessness (Tri-J) in collaboration with the City of Atlanta and Dekalb County. Previously, counts and estimates concerning homelessness were performed on a continuum basis and data was not separated by jurisdiction. Currently, the jurisdictions have separate continuums of care that are responsible for gathering and reporting data independently. Information on the number of persons experiencing homelessness on a given night and experiencing homelessness are based on the Point-In-Time count that was conducted January 2019. While the City of South Fulton is a new municipality, the geography falls within the City of Atlanta's Continuum of Care boundaries. Most residents congregate in areas that provide better access to social services, shelter, and housing stabilization resources.

The homeless population in the Atlanta/DeKalb/Fulton Tri-Jurisdictional area is the largest within the region. Atlanta has the highest concentration of temporary housing, particularly shelters, within the Metro Atlanta Region. Fulton County's and city of Atlanta's homeless population is comprised largely of single adult males who are African-American between the ages of 45 and 64. Based on services being clustered in and around the downtown Atlanta area, most homeless residents are referred to Atlanta for access to homeless services.

### Homeless Needs Assessment

| Population                                         | Estimate the # of persons experiencing homelessness on a given night |             | Estimate the # experiencing homelessness each year | Estimate the # becoming homeless each year | Estimate the # exiting homelessness each year | Estimate the # of days persons experience homelessness |
|----------------------------------------------------|----------------------------------------------------------------------|-------------|----------------------------------------------------|--------------------------------------------|-----------------------------------------------|--------------------------------------------------------|
|                                                    | Sheltered                                                            | Unsheltered |                                                    |                                            |                                               |                                                        |
| Persons in Households with Adult(s) and Child(ren) | 405                                                                  | 94          | 499                                                | 0                                          | 0                                             | 0                                                      |
| Persons in Households with Only Children           | 0                                                                    | 0           | 0                                                  | 0                                          | 0                                             | 0                                                      |
| Persons in Households with Only Adults             | 2001                                                                 | 717         | 2718                                               | 0                                          | 0                                             | 0                                                      |
| Chronically Homeless Individuals                   | 183                                                                  | 193         | 376                                                | 0                                          | 0                                             | 0                                                      |

| Population                    | Estimate the # of persons experiencing homelessness on a given night |             | Estimate the # experiencing homelessness each year | Estimate the # becoming homeless each year | Estimate the # exiting homelessness each year | Estimate the # of days persons experience homelessness |
|-------------------------------|----------------------------------------------------------------------|-------------|----------------------------------------------------|--------------------------------------------|-----------------------------------------------|--------------------------------------------------------|
|                               | Sheltered                                                            | Unsheltered |                                                    |                                            |                                               |                                                        |
| Chronically Homeless Families | 6                                                                    | 47          | 53                                                 | 0                                          | 0                                             | 0                                                      |
| Veterans                      | 145                                                                  | 204         | 349                                                | 0                                          | 0                                             | 0                                                      |
| Unaccompanied Child           | 101                                                                  | 69          | 170                                                | 0                                          | 0                                             | 0                                                      |
| Persons with HIV              | 191                                                                  | 292         | 483                                                | 0                                          | 0                                             | 0                                                      |

**Table 28 - Homeless Needs Assessment**

Data Source Comments: 2019 Point in Time Count; Partners for HOME – Atlanta CoC

If data is not available for the categories "number of persons becoming and exiting homelessness each year," and "number of days that persons experience homelessness," describe these categories for each homeless population type (including chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth):

**Nature and Extent of Homelessness: (Optional)**

| Race:                            | Sheltered: | Unsheltered (optional) |
|----------------------------------|------------|------------------------|
| White                            | 240        | 71                     |
| Black or African American        | 2172       | 592                    |
| Asian                            | 7          | 1                      |
| American Indian or Alaska Native | 20         | 17                     |
| Pacific Islander                 | 2          | 2                      |
| Ethnicity:                       | Sheltered: | Unsheltered (optional) |
| Hispanic                         | 110        | 684                    |
| Not Hispanic                     | 2388       | 35                     |

Data Source Comments: 2019 Point in Time Count; Partners for HOME – Atlanta CoC

**Estimate the number and type of families in need of housing assistance for families with children and the families of veterans.**

According to the 2019 Continuum of Care Homeless Census showed 497 persons staying in emergency shelter or transitional housing and 2 unsheltered persons in the family total category. African Americans comprise 85% of the total population of homeless persons and families needing assistance. Veterans Families: According to the 2019 Continuum of Care Homeless Census showed 145 persons staying in emergency shelter, 127 veterans in transitional housing and 77 unsheltered persons. Homeless Veterans remain a high needs population as Veterans make up 10.8% of all homeless person.

**Describe the Nature and Extent of Homelessness by Racial and Ethnic Group.**

Racial: The 2019 sheltered count reported the racial breakout as 85.9% Black, 9.7% White and 4.4% other multi-racial. ESG funded providers showed the racial breakout as 88.1% Black, 6.9% White, 0.2% Asian, 0.1% American Indian/Alaskan, and 0.1% Pacific Islander and 3.5% other multi-racial.

Ethnicity: The 2019 sheltered count reported 95.5% non-Hispanic and 4.5% Hispanic. ESG client reporting from providers showed 96.7% non-Hispanic and 1.3% Hispanic. Most individuals, families with children and veterans, the most common reason cited for homelessness is unemployment (55%) with alcohol and/or drug use in a distant second (39%) and lack of money as third (29%).

**Describe the Nature and Extent of Unsheltered and Sheltered Homelessness.**

The characteristics and needs of low-income individuals and children who are currently housed are at imminent risk of either residing in shelters or becoming unsheltered include the current state of the economy, the Corona Virus global pandemic which has led to increases in unemployment and under

employment as many employers jobs are being forced to lay workers off at unprecedented rates. In general, low-paying jobs or the lack of employment availability contributes to exacerbating the affordable housing challenges. These increased costs add to the compounding effects of poverty and provide low-income residents with few options for housing.

We anticipate that South Fulton will need:

- An increase of housing/shelter programs for the unsheltered homeless
- An increase of permanent supportive housing programs for those individuals and families who are homeless or at-risk of becoming homeless; but do have some form of income.
- An increase of housing programs for single males, single females, single female with children, two-unit households (male and female with children)
- An increase in assisting homeless individuals to assessing mainstream benefits.

**Discussion:**

A broad range of stakeholders participate in the CoC, including local and state governmental agencies, non-profit and faith-based service providers, issue-oriented coalitions and working groups, and the Regional Commission on Homelessness. In addition, the CoC works with community stakeholders to oversee the existing continuum of care for homeless services and works collaboratively to create and facilitate a planning process to address the ongoing challenges of homeless intervention programs and homeless prevention strategies. As part of this effort, the CoC gathers and studies census data, Annual Progress Reports- (APR), Annual Housing Assessment Report-AHAR, Housing Inventory, and client service data, and population statistics through the Homeless Management Information System (HMIS). These groups meet regularly throughout the year.

## **NA-45 Non-Homeless Special Needs Assessment - 91.205 (b,d)**

### **Introduction:**

Based on information on services provided by the Fulton Regional Mental Health, Mental Retardation and Substance Abuse Board, the estimated special needs population requirements include the following, Mental Illness. There are approximately 51,048 individuals considered mentally ill in the County or 6.9% of the population. Of those estimated, 17,412 need public sector services and only 9,132 of this population were served by all public sector providers in Fulton County. The Developmentally Disabled is the segment of the population that is classified as mentally retarded/developmentally disabled are also included in the (9,541) figure relative to the total County population. These data suggest that only 1,147 of that population were served by all public sector providers in Fulton County; 316 were served by Fulton County Department of Mental Health, Mental Retardation and Substance Abuse; and there is an estimated unmet need in Fulton County of 8,394 persons needing to be served.

Substance: The Fulton County Alcohol and Drug Treatment Center has a total of 87 beds for homeless drug and alcohol abusers. Of an estimated population of 32,186 substance abusers in Fulton County, 83% are in need for public sector services. Data from the Fulton County Department of Mental Health, Mental Retardation and Substance Abuse (MH/MR/SA) indicates that the department's Supportive Living Program (SLP) served an average of 195 clients per month, with 100% of those served classified as mentally ill. Of this number, 20-25% also were substance abusers with 90% having no income and 5% classified as low income. All referrals to the SLP were in need of housing assistance.

Other data concerning MH/MR/SA programs indicate that most clients referred to the SLP are homeless with an average of 40 admissions per month. SLP residential placements include 5 group homes (2 for individuals in crisis and 3 for intermediate care.) Others with mental disabilities seek service at homeless shelters and personal care homes; African American females have a much greater need for supportive living services than African American males, who require more services than either white males or females; most new admissions (80-85%) to the SLP are currently homeless with 15-20% seeking services while owning a home but need assistance with housing and living expenses; Average cost for housing is approximately 600/month, with few housing options available to meet the demand; Most housing is in poor, substandard condition with high rental rates. Most available housing is in low income, high crime, high drug use areas with minimal to poor furnishings.

The priority area for the special needs population is for affordable apartments in safe, accessible areas. There is also the need for emergency funds for respite and temporary housing for the homeless; and most funding to meet the needs of this population comes from the federal government and State of Georgia funding. The SLP of Fulton County provides residential living services for persons experiencing severe and persistent mental illness or chemical dependency. It allows for alternatives to institutional care for persons who are able to live in the community with clinical support and management assistance. The average length of stay is 10 to 18 months. Over half of the clients are dually diagnosed with two or more MH/MR/SA disabilities. Rehabilitation services such as medication monitoring, vocational training, independent living skills training, and counseling are available to all residents.



**Describe the characteristics of special needs populations in your community:**

For individuals living with HIV/AIDS, living conditions have changed greatly in recent years. These individuals are living significantly longer and are far healthier than in the past. As we continue to assist and improve the quality of life for those living with HIV and AIDS, we can also see the need to provide more assistance to individuals battling chemical dependency and individuals transitioning from incarceration.

The senior population is expected to continue to increase substantially in the next five years. Affordable senior housing and the facilities to support these individuals are critical to meet the demand of this increasing population. Maintaining the level of services currently provided to this increasing senior population is something that will need to be addressed. The City will continue to make referrals to Fulton County for Senior Services.

Based on data for the income levels and assistance needs (as defined by HUD) for the elderly in Fulton County, the elderly households comprised approximately 15% (14,773) of total households in Fulton County. Of all elderly households, the majority (56%) were considered low to moderate-income. Approximately 30% of all elderly households were very low-income (0-50%AMFI) and 15% were considered extremely low-income (0-30% AMFI). Moderate-income (51-80% AMFI) and middle-income (81-95% AMFI) elderly households comprised 19% and 8% of all elderly households respectively.

**What are the housing and supportive service needs of these populations and how are these needs determined?**

The housing condition and assistance needs of older adults South Fulton are reflective of the national trends. The majority of very low-income elderly households are in need of housing assistance. Overall, 28% of all elderly (older adult) households (renters and homeowners) had housing problems in 2019. However, 62% of the extremely low-income elderly households had housing problems, 61% had a housing cost burden of 30% or more, and 40% had a housing cost burden of 50% or more. Just under one-half (49%) of low-income elderly households had housing problems and housing cost burdens of 30% or more, and approximately one-third had a housing cost burden of 50% or more. The majority of elderly households were homeowners and the remaining were renters. Housing problems and high housing cost burdens were more concentrated among renter households. In general, 54% of all elderly renter households experienced housing problems, while only 19% of elderly homeowners experienced any housing problems. In all low-income categories, over two-thirds of elderly renter households had housing problems and housing cost burdens of 30% or more. Approximately one-third of low and moderate-income elderly homeowners had housing problems and housing cost burdens of 30% or more. However, among extremely low-income elderly homeowners, 57% had housing problems, and 55% had a housing cost burden of 30% or more. Among middle-income elderly households, 41% of elderly renters and 17%

of elderly homeowners had housing problems and housing cost burdens of 30% or more. These data indicate that a high percentage of low and middle-income elderly households, particularly elderly renters need some kind of housing assistance. The frail elderly are most in need of personal assistance and medical care, either in their own homes or in an assisted living facility.<sup>7</sup>

**Discuss the size and characteristics of the population with HIV/AIDS and their families within the Eligible Metropolitan Statistical Area:**

According to the 2014 estimate for the federal census population, Georgia ranked eighth among states in population size, with a total population of 10,097,343. Females comprise 51.2% of the population while males are 48.8% of the population. Among Georgians reporting one race, 62.1% were White, 31.5% were African American and 9.3% were Hispanic. About one-half of the population, 52% of the state's African American population, 66% of the Hispanic population, and 29% of the poor live in the 20-county Atlanta Eligible Metropolitan Area (EMA). The other half of the state's population is widely dispersed among the remaining 139 counties which has historically presented challenges in healthcare resources and service.

In 2014 there were 2,640 new HIV diagnoses, and 53,230 persons living with HIV (PLWH) in Georgia. The Atlanta EMA accounted for 66% of new diagnoses and 69% of PLWH. Fulton and DeKalb Counties accounted for 63% of new diagnoses and 68% of PLWH in the EMA, and 42% of new diagnoses and 45% of PLWH in Georgia. Overall, approximately 80% of new diagnoses of PLWH were among males, and approximately two-thirds were among Blacks/African Americans. Among men, over 80% of new diagnoses were attributed to male-male sex; among women the great majority of new diagnoses and PLWH were attributed to heterosexual contact. A higher percent of new diagnoses among White women was attributed to injection drug use than among Black/African American or Hispanic women. Almost two-thirds of new diagnoses in 2014 were among persons less than 40 years of age; almost two-thirds of PLWH were 40 years of age and older. In 2014, 9 transgender persons were diagnosed with HIV, and 148 transgender persons were living with HIV (these figures may be low as they rely on providers indicating transgender status on the HIV case report form).<sup>8</sup>

South Fulton falls jurisdictionally within the City of Atlanta's EMA and plans to work collaboratively with partners at the City of Atlanta, Fulton County, Georgia Department of Public Health and the Department of Community Affairs to provide adequate referrals and resources for eligible individuals needing HIV services. The City of Atlanta receives HOPWA funding and Fulton County receives Part A funding through the Ryan White program and a portion of their funding from the Center for Disease Control (CDC). These resources often include housing, supportive services and other essential services that help to stabilize the compounding effects of an HIV diagnosis. These services are necessary due to the social stigma of HIV/AIDS.

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<sup>7</sup> <https://www.empowerline.org/services/housing-options/>

<sup>8</sup>

<https://dph.georgia.gov/sites/dph.georgia.gov/files/Georgia%20Integrated%20HIV%20Prevention%20and%20Care%20Plan%20CY%202017-2021.pdf>

According to the Department of Community Affairs (DCA) “HIV/AIDS is one of the most socially stigmatized health conditions. Persons living with HIV/AIDS (PLWHA) have to face numerous challenges to maintain stable housing, health care and treatment due to the stigma associated with the disease. Studies have reported that almost 70% of PLWHA face homelessness at some point during their lifetimes. Stable housing is an important structural intervention in successful HIV prevention and care. The HOPWA program focuses on providing stable housing to those experiencing homelessness and those at risk of becoming homeless. There is plenty of evidence to support the fact that stable housing supported by the HOPWA program creates an environment that allows PLWHA to be better able to maintain their HIV care and become virally suppressed<sup>9</sup>.”

The Ryan White Comprehensive AIDS Resources Emergency (CARE) Act of 1990 was established to help cities, states, and local organizations to provide services to persons living with HIV. The legislation was reauthorized in 1996, 2000, 2006, and 2009 and is now known as the Ryan White Treatment Extension Act of 2009. The Ryan White Program is the federal government’s most comprehensive effort to improve the quality and availability of care for medically underserved individuals and families affected by HIV. The Ryan White Program is administered federally the HIV/AIDS Bureau (HAB) of the Health Resources and Services Administration (HRSA) of the US Department of Health and Human Services (HHS). The majority of funds are used to address core medical services and essential supportive services. There are a variety of Parts to the legislation which serve the needs of different communities and populations. Part A, which Fulton County receives, targets funds to the locales that have been most severely affected by the HIV epidemic.

**Discussion: (optional)**

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<sup>9</sup> <https://www.dca.ga.gov/safe-affordable-housing/homeless-special-needs-housing/housing-opportunities-persons-aids-hopwa>

## **NA-50 Non-Housing Community Development Needs – 91.215 (f)**

### **Describe the jurisdiction's need for Public Facilities:**

Substantial renovations or adaptations are needed for older public facilities in South Fulton such as interior/exterior painting, roof repairs, HVAC upgrades, electrical and plumbing upgrades to comply with current code standards and ADA accessibility. South Fulton has an aging population and our older adults will benefit from upgrades to our Senior Centers, Community Centers, Parks and Recreational facilities. These facilities make it possible for older adults to stay active and to successfully age in place.

As we grow our city, we believe that in order to attract young families and a stronger tax base to the City, there is a need for Parks and Recreation to renovate existing recreation centers that are outdated and modify them to meet the needs of current and future populations. There is also the need for additional centers and facilities within the city and to have better connectivity to and from surrounding residential neighborhoods. Connectivity and walkability are reoccurring themes within many of these communities to increase accessibility to parks, recreational centers, libraries and schools to provide residential neighborhoods to local amenities would improve the overall quality of life for low to moderate income residences while facilitating an opportunity for residents to be more active and reduce health disparities prevalent among these populations.

Streetscape improvements and retrofitting once suburban, now urban communities, to be more walkable and bikeable through complete street programs and enhanced streetscapes, multi-use paths and roadways has become a more desirable environment to live, work and play.

### **How were these needs determined?**

Identifying and addressing non-housing community development needs was done by the City distributing a City-wide survey to help guide our CDBG investments. Additionally, we leveraged existing data from the City's Economic Development and Strategic Plan documents to align our community development priorities. Data from those plans was gathered through a variety of methodologies that included: community meetings, surveys and data collection techniques that established the primary focus within these low- and moderate-income areas.

### **Describe the jurisdiction's need for Public Improvements:**

The City collects data through our See Click Fix Portal.<sup>10</sup> This database collects data in real time through the use of a mobile app. Information is then distributed to appropriate city departments for resolution. This tool helps the City identify pressing public improvement needs in real time. Because the City of South Fulton is a new city that is merging rural, urban, and suburban geographies into one City, the public

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<sup>10</sup> <https://seeclickfix.com/south-fulton-ga>

improvement needs are vast. To ensure that the City understood these needs, we distributed a City-wide survey to help guide our CDBG investments.

### **How were these needs determined?**

Identifying and addressing non-housing community development needs was done by the City distributing a City-wide survey to help guide our CDBG investments. Additionally, we leveraged existing data from the City's Economic Development and Strategic Plan documents to align our community development priorities.<sup>11</sup> Data from those plans was gathered through a variety of methodologies that included: community meetings, surveys and data collection techniques that established the primary focus within these low- and moderate-income areas.

### **Describe the jurisdiction's need for Public Services:**

South Fulton has seen an increase in the need for public services surrounding the increasing senior population. We have also seen a need for more public services surrounding youth for enrichment and recreational programs. Communities have expressed concerns that a lack of job opportunities and a major need for more programming for our older youth is critical to reduce crime rates and allow youth to get engaged in community projects that would have a direct positive impact on the communities in which they live.

### **How were these needs determined?**

Identifying and addressing non-housing community development needs was done by the City distributing a City-wide survey to help guide our CDBG investments. Additionally, we leveraged existing data from the City's Economic Development and Strategic Plan documents to align our community development priorities. Data from those plans was gathered through a variety of methodologies that included: community meetings, surveys and data collection techniques that established the primary focus within these low- and moderate-income areas.

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<sup>11</sup> [https://www.cityofsouthfultonga.gov/DocumentCenter/View/2621/S-Fulton-Economic-Development-Strategic-Plan-FINAL\\_012120](https://www.cityofsouthfultonga.gov/DocumentCenter/View/2621/S-Fulton-Economic-Development-Strategic-Plan-FINAL_012120)

# Housing Market Analysis

## MA-05 Overview

### Housing Market Analysis Overview:

Housing is an essential need for all residents of South Fulton. Many families are not able to find housing that meets their needs at a reasonable cost. Housing needs change as the population of the City changes and grows. This applies not only to population size but also characteristics such as age and household income. Research suggests that many senior citizens desire smaller homes or need homes that meet their changing physical abilities. These houses or apartment communities are ideally located in amenity rich areas where shopping, clinics, retail, and restaurant options facilitate a walkable lifestyle. By contrast, many growing families often desire housing that is situated close to high quality schools and safe environments for walking kids to and from school or bus stops. These community needs are not always available to low-and moderate-income families as choices are deeply constrained by costs. Having additional federal resources to provide incentives for developers to produce high quality mixed-use affordable housing will serve as a long-range solution for the City. These dollars will serve as a catalyst for economic development and foster public private partnerships for community development.

We will be able to revitalize aging commercial nodes and corridors with walkable amenity rich communities that will attract an age diverse populous. Young families and mature families alike want resource rich communities that promote activity, engagement, and connectivity. South Fulton is uniquely postured as a new city to cast a new vision for itself. Efforts to rebrand the City have already taken place such as “Destination South Fulton.”<sup>12</sup>

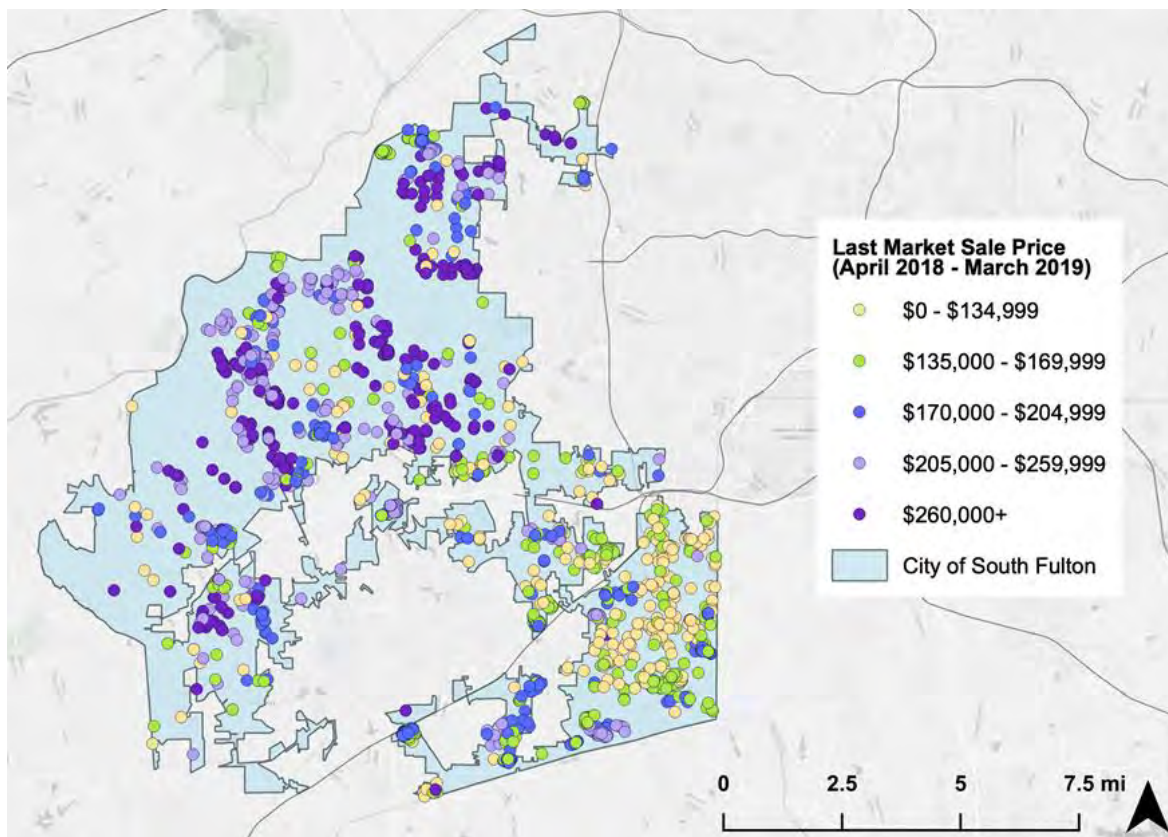
Figure1 Illustrates home sales in South Fulton from April 2018 to March 2019 by sale price and location. More expensive homes (those that sold for between \$205,000 and \$259,999 and those that sold for more than \$260,000) are generally located in the northwest portion of the city, west of I-85. Meanwhile, homes

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<sup>12</sup> City of South Fulton Economic Development Strategic Plan  
<https://www.cityofsouthfultonga.gov/2810/Economic-Development-Strategic-Plan>

that sold for less than \$135,000 and homes that sold for between \$135,000 and \$169,000 are generally located in the southeast portion of the city, east of I-85.

**Figure 1: Home Sales in South Fulton by Sale Price and Location, April 2018 – March 2019**





## MA-10 Number of Housing Units – 91.210(a)&(b)(2)

### Introduction

There were approximately 36,209 housing units in South Fulton according to the American Community Survey Estimate of 2013-2017. Among the 31,622 occupied units in 2017; 10,694 were renter-occupied and 20,896 were owner-occupied units.

### All residential properties by number of units

| Property Type                   | Number | %     |
|---------------------------------|--------|-------|
| 1-unit detached structure       | 27,675 | 76.4% |
| 1-unit, attached structure      | 1,649  | 4.6%  |
| 2 units                         | 283    | .08%  |
| 3-4 units                       | 428    | 1.2%  |
| 5-9 units                       | 1,808  | 5.0%  |
| 10-19 units                     | 2,779  | 7.7%  |
| 20-49                           | 641    | 1.8%  |
| 50 or more                      | 891    | 2.5%  |
| Mobile Home, boat, RV, van, etc | 55     | .2%   |
| <b>Total</b>                    | 36,209 | 100%  |

**Table 29 – Residential Properties by Unit Number**

Data Source: 2013-2017 ACS

### Unit Size by Tenure

|                    | Owners |        | Renters |       |
|--------------------|--------|--------|---------|-------|
|                    | Number | %      | Number  | %     |
| No bedroom         |        |        |         |       |
| 1 bedroom          | 53     | .002%  | 133     | 1.3%  |
| 2 bedrooms         | 642    | .03%   | 4012    | 37.5% |
| 3 or more bedrooms | 20,201 | 96.67% | 6549    | 61.2% |
| <b>Total</b>       | 20,896 |        | 10,694  |       |

**Table 30 – Unit Size by Tenure**

Data Source: 2013-2017 ACS

**Describe the number and targeting (income level/type of family served) of units assisted with federal, state, and local programs.**

South Fulton owner-occupied housing is almost double the amount of renter occupied units. Several factors appear to be driving these changes, most notably the desire among young adult households and empty nesters for residence in areas near the region's core which offer a greater variety for the diversity

of activities, as well as decisions by other households to move closer to employment, retail and entertainment options. South Fulton housing stock is distinctive compared with the Atlanta Regional Commissions 10-county area. In South Fulton, nearly three quarters of market-rate multifamily rental units have two or more bedrooms, which is a much higher rate than in Fulton County and the metro area. As of the first quarter of 2019, the average rent for a two-bedroom unit in South Fulton was \$1,019, as compared to \$1,502 in Fulton County and \$1,286 in the Atlanta Metro Area. As a result, housing in South Fulton is more affordable both in terms of rental and purchase options.

From 2010 to 2018, South Fulton experienced no market-rate multifamily unit development. By contrast, Fulton County and the Atlanta Metro Area experienced significant rates of multifamily development every year from 2013 to 2018. In South Fulton, more than 88 percent of homes sold between April 2018 to March 2019 were single family homes, while 10.4 percent were townhomes and 1.2 percent were condominiums. This pattern is similar to the Atlanta Metro Area. The median sale price of a single-family home in South Fulton was \$186,450 during the April 2018 – March 2019 period, as compared to \$279,000 in Fulton County and \$223,000 in the Atlanta Metro Area. The highest priced Homes sold in Q1 of 2019 were in the northwest portion of the South Fulton. Our goal is to maintain naturally occurring affordable housing within our city and make investments that will bring those units up to modern standards and building codes.<sup>13</sup>

**Provide an assessment of units expected to be lost from the affordable housing inventory for any reason, such as expiration of Section 8 contracts.**

The Affordable Housing Baseline Conditions study noted that Fulton county loses approximately 9% of its housing inventory each year due to subsidy expirations. Most Housing Choice Vouchers have limitations on the number of years a client can receive benefits and in many cases the resident must remain employed. Current situations like COVID-19 place more families at risk of losing housing stability and supports. The analysis of properties with housing subsidies is based on data available through the National Housing Preservation Database, created and maintained by the Public and Affordable Housing Research Corporation and the National Low Income Housing Coalition. In addition to subsidies expiring, the Atlanta Metro Area had approximately 19,000 foreclosures in the past year.

**Does the availability of housing units meet the needs of the population?**

According to the Needs Assessment surveys, the demand for affordable housing is apparent for seniors and low-moderate income residents. Availability of workforce housing is extremely low and no market rate units were constructed in the City between 2010 and 2018. The supply of affordable rental units falls short of the demand. Particularly acute is the supply of units affordable to extremely low-income households earning 30% and below the HUD Adjusted Median Family Income (AMFI).

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<sup>13</sup> City of South Fulton Economic Development Strategic Plan  
<https://www.cityofsouthfultonga.gov/2810/Economic-Development-Strategic-Plan>

**Describe the need for specific types of housing:**

The greatest need is for affordable rental housing units that are affordable to households with income at or below 50 percent of the area wide median income.

**Discussion**

Recent trends show an increase in the proportion of non-family households which historically consist primarily of renters. Future growth is projected to be among households with heads at the opposite ends of the age spectrum: less than 35 years and more than 55 years of age. The demand for multi-family type dwellings tends to be higher among these households. Data indicates that the number of households occupied by people whose age is 75 or more will increase by 13.5%. During the same time period, the number of households headed by persons under the age 35 will increase by 10.1 %.

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## MA-15 Housing Market Analysis: Cost of Housing - 91.210(a)

### Introduction

Housing costs and housing affordability are the biggest challenges facing low- and moderate-income families and individuals in South Fulton. The most acute housing need in Fulton County is the availability of affordable rental housing. The data also indicates that 5723 households have mortgage payments above 30% of the household income. Stated differently, 27.4% of all homeowners in South Fulton are cost burdened. Similar patterns exist for households that rent. The data indicates that 6024 households gross rent as a percentage of household income was above 30.0 percent or more. In other words, 55.9% of families that rent their homes are cost burdened based on HUD's definition.

Compared with Fulton County trends the property values in South Fulton have been increasing slower than in other parts of the region. The data table below shows the median home value for Fulton County at \$175,800 in 2000 whereas, the median home value in South Fulton in 2017 is estimated at \$186,450. This means the housing in South Fulton appreciated in value by \$10,650 in 17 years or \$626 dollars annually. This disparity in housing prices places homeowners in South Fulton at a disadvantage of for gaining equity in their homes.

### Cost of Housing

|                      | Base Year: 2000* | Most Recent Year: 2017 | % Change |
|----------------------|------------------|------------------------|----------|
| Median Home Value    | \$175,800        | \$186,450              | 9.4%     |
| Median Contract Rent | \$612            | \$887                  | 68.9%    |

Table 31 – Cost of Housing

Data Source: \*2000 Census (Base Year) Fulton County, 2012-2017 ACS (Most Recent Year)

| Rent Paid       | Number | %      |
|-----------------|--------|--------|
| Less than \$500 | 924    | 9%     |
| \$500-999       | 4655   | 43.2%  |
| \$1,000-1,499   | 4836   | 44.9%  |
| \$1,500-1,999   | 300    | 2.5%   |
| \$2,000 or more | 51     | .4%    |
| Total           | 10,766 | 100.0% |

Table 32 - Rent Paid

Data Source: 2012-2017 ACS

## Housing Affordability

| % Units affordable to Households earning | Renter | Owner  |
|------------------------------------------|--------|--------|
| 30% HAMFI                                | 924    | 642    |
| 50% HAMFI                                | 4655   | 1927   |
| 80% HAMFI                                | 4836   | 12432  |
| 100% HAMFI                               | 351    | 5895   |
| <i>Total</i>                             | 10,766 | 20,896 |

**Table 33 – Housing Affordability**

Data Source: 2012-2017 ACS

## Monthly Rent

| Monthly Rent (\$) | Efficiency (no bedroom) | 1 Bedroom | 2 Bedroom | 3 Bedroom | 4 Bedroom |
|-------------------|-------------------------|-----------|-----------|-----------|-----------|
| Fair Market Rent  | 900                     | 930       | 1060      | 1350      | 1660      |
| High HOME Rent    | 1080                    | 1116      | 1272      | 1620      | 1992      |
| Low HOME Rent     | 730                     | 744       | 848       | 1080      | 1328      |

**Table 34 – Monthly Rent**

Data Source: HUD FMR 2020

### Is there sufficient housing for households at all income levels?

No there is not sufficient housing for households at all income levels. Data suggests that South Fulton a large proportion of residents some experience some level of cost burden. The most acute housing need in South Fulton is the availability of affordable rental housing units for very low-income person (less than 30% of area median income). Table 21 of the Needs Assessment section of the plan reports that 3374 households are cost burdened at the very low-income level meaning they earn less than 30% AMI; while 2810 households are at the (30%-50% AMI); and 3125 households report incomes above 50%AMI. These data suggest that there is not sufficient housing for households at all income levels in South Fulton.

### How is affordability of housing likely to change considering changes to home values and/or rents?

Housing prices in the Metro Atlanta region continue to rise and place pressure on the surrounding areas. Home values in South Fulton have risen at a rate that is lower than Fulton County and the city of Atlanta respectively. However, as the South Fulton experiences population increases based on census projections, we anticipate that home values and rents will increase demand and the values and rents will rise proportionately with that growth.

**How do HOME rents / Fair Market Rent compare to Area Median Rent? How might this impact your strategy to produce or preserve affordable housing?**

As shown in Table 32, HOME Rents and Fair Market Rents are roughly equivalent to the median contract rent for efficiency and one-bedroom units. As bedroom size increases, the ratio of HOME and Fair Market Rents to median contract rent rises. These data suggest that South Fulton should focus on providing two and three bedroom rental units to close the gap of affordability for low-moderate income households. This approach will anchor the City growth by creating affordable housing and helping to transition renters to homeownership where appropriate. South Fulton will also focus on preserving Naturally Occurring Affordable Housing (NOAH) options. The cost to renovate an existing unit is one fourth the costs of new construction. By investing in owner occupied rehab programs, upgrades and repairs in existing affordable units, the city can keep those units in service longer and reduce the burden of producing new units at current market rates.

**Discussion (optional)**

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## MA-20 Housing Market Analysis: Condition of Housing – 91.210(a)

### Introduction

According to the housing conditions that HUD tracks (substandard housing – lacking complete plumbing or kitchen facilities; overcrowded housing – 1.10-1.5 people per room; severely overcrowded housing – more than 1.5 persons per room; housing cost burden – 30-50% of income; and housing cost burden greater than 50%), the incidence of housing units with conditions problems is much higher for renter-occupied units than owner-occupied units. However, the majority of housing units with “conditions” in South Fulton County are units with conditions related to cost burden and/or physical deficiencies (lacking plumbing or kitchen facilities) or overcrowding.

As shown in Table 33 – Conditions of Units, 68% of South Fulton owner-occupied units and 41.7% of its renter-occupied units have none of the 4 conditions. However, 17% of owner units and 39.7% of the renter units have on 1 condition with the most of these conditions being related to housing cost burdens.

### Definitions

A property is considered “substandard condition” when one or more property conditions exist that do not conform to local building code or housing code.

A property is considered to be “substandard but suitable for rehabilitation” when one or more property conditions exist that do not conform to local building or housing code but economic and environmental factors render the property suitable for rehabilitation.

### Condition of Units

| Condition of Units             | Owner-Occupied |        | Renter-Occupied |       |
|--------------------------------|----------------|--------|-----------------|-------|
|                                | Number         | %      | Number          | %     |
| With one selected Condition    | 3721           | 17.8%  | 4279            | 39.7% |
| With two selected Conditions   | 2569           | 12.3%  | 968             | 9%    |
| With three selected Conditions | 185            | 1.192% | 714             | 6.6%  |
| With four selected Conditions  | 52             | .008%  | 320             | 3%    |
| No selected Conditions         | 14369          | 68.7%  | 4485            | 41.7% |
| <i>Total</i>                   | 20,896         | 100%   | 10,766          | 100%  |

**Table 35 - Condition of Units**

Data Source: 2012-2017 ACS



## Year Unit Built

| Year Unit Built | Owner-Occupied |       | Renter-Occupied |      |
|-----------------|----------------|-------|-----------------|------|
|                 | Number         | %     | Number          | %    |
| 2014 or Later   | 526            | 2.5%  | 0               |      |
| 2010-2013       | 1396           | 6.6%  | 0               |      |
| 2000-2009       | 12360          | 59.2% | 2000            | 18.6 |
| 1980-1999       | 235            | .01%  | 3373            | 31.3 |
| 1970-1979       | 1071           | 5.1%  | 3865            | 35.9 |
| 1960-1969       | 2725           | 13.1% | 1438            | 13.4 |
| 1950-1959       | 1034           | 4.9%  | 90              | 0.8  |
| Before 1950     | 549            | 2.6%  | 0               |      |
| <b>Total</b>    | <b>20,896</b>  |       | <b>10,766</b>   |      |

**Table 36 – Year Unit Built**

Data Source: ACS 2013-2017

## Risk of Lead-Based Paint Hazard

| Risk of Lead-Based Paint Hazard                       | Owner-Occupied |      | Renter-Occupied |       |
|-------------------------------------------------------|----------------|------|-----------------|-------|
|                                                       | Number         | %    | Number          | %     |
| Total Number of Units Built Before 1980               | 5379           | 26%  | 5393            | 50%   |
| Housing Units build before 1980 with children present | 75             | 1.3% | 680             | 12.6% |

**Table 37 – Risk of Lead-Based Paint**

Data Source: 2013-2017 ACS (Total Units) 2013-2017 CHAS (Units with Children present)

## Vacant Units

|                          | Suitable for Rehabilitation | Not Suitable for Rehabilitation | Total |
|--------------------------|-----------------------------|---------------------------------|-------|
| Vacant Units             | 2431                        |                                 | 0     |
| Abandoned Vacant Units   | 26                          | 26                              | 52    |
| REO Properties           | 0                           | 0                               | 0     |
| Abandoned REO Properties | 0                           | 0                               | 0     |

**Table 38 - Vacant Units**

Data Source: South Fulton Blighted Property Inventory

## Need for Owner and Rental Rehabilitation

South Fulton currently does not operate an owner-occupied rehab programs due to a lack of funding. However, data from our City's Code Board suggests that there is a need to provide financial subsidies to low-moderate income homeowners to abate homes that are in substandard conditions so that properties can comply with the city's housing code. Additionally, there is a relatively high percentage of multi-family units that are in poor or fair condition which indicates a need for rental rehabilitation. When one

considers the age of the housing stock, along with the number of substandard owner and renter occupied properties, the need for owner occupied repair and rehabilitation is present.

### **Estimated Number of Housing Units Occupied by Low or Moderate Income Families with LBP Hazards**

Exposure to lead-based paint represents one of the most significant environmental threats from a housing perspective. Housing conditions can significantly affect public health, and exposure to lead may cause a range of health problems for adults and children. The major source of lead exposure comes from lead-contaminated dust found in deteriorating buildings, including residential properties built before 1978 that contain lead-based paint.

Unfortunately, measuring the exact number of housing units with lead-based paint hazards is difficult. However, risk factors for exposure to lead include housing old enough to have been initially painted with lead-based paint (i.e., pre-1978), households that include young children, and households in poverty are at greatest risk for lead based paint hazards. Table 35 identifies the total number of housing units built before 1980, and the total number of renter and owner units built before 1980 that house children under age 6. As shown, in the City of South Fulton this includes 5379 owner-occupied units (or 26% of total owner-occupied housing) and 5393 renter-occupied units (or 50% of total renter-occupied housing) with at least two risk factors for exposure to lead-based paint. (built before 1980 and including young children).

## MA-25 Public and Assisted Housing – 91.210(b)

### Introduction

The city of South Fulton does not operate, own, or manage any public housing units. In Fulton County and the city of Atlanta both manage and operate public housing developments. As such, the South Fulton does not undertake public housing resident management or ownership initiatives.

Instead, South Fulton supports the agencies through referrals of income eligible clients; collaboration and support of the efforts of local Public Housing Authorities (PHAs) and with programmatic alignment with eligible activities within the city's Consolidated Planning Area. The city prioritizes activities that are consistent with the objectives of Federal programs that encourage homeownership, self-sufficiency, and youth development. South Fulton works with our partners at the Housing Authority of Fulton County (HAFC), and Atlanta Housing to continue to strengthen our partnership as they work together in addressing the mutual housing needs of income eligible residents. The table below represents data for the HAFC, whereas the additional data and charts are specifically for the Atlanta Housing Authority.

### Totals Number of Units

| Program Type                                                                                           | Certificate | Mod-Rehab | Public Housing | Vouchers |                |               |                                     |                            |            |
|--------------------------------------------------------------------------------------------------------|-------------|-----------|----------------|----------|----------------|---------------|-------------------------------------|----------------------------|------------|
|                                                                                                        |             |           |                | Total    | Project -based | Tenant -based | Special Purpose Voucher             |                            |            |
|                                                                                                        |             |           |                |          |                |               | Veterans Affairs Supportive Housing | Family Unification Program | Disabled * |
| # of units vouchers available                                                                          |             |           | 231            | 847      |                |               | 0                                   | 0                          | 0          |
| # of accessible units                                                                                  |             |           | 0              |          |                |               |                                     |                            |            |
| *includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition |             |           |                |          |                |               |                                     |                            |            |

**Table 39(a) – Total Number of Units by Program Type: Housing Authority of Fulton County**

Data Source: PIC (PIH Information Center)

Public housing in the City of Atlanta is managed by Atlanta Housing (AH). Atlanta Housing is governed by a six-member Board of Commissioners. According to HUD PIC data, Atlanta Housing has 4,745 remaining public housing units. There are also 19,197 vouchers offered through various AH programs. Atlanta Housing is also a Moving to Work agency, which allows the authority flexibility in the execution of its publicly assisted housing. AH offers a wide range of social services for youth, working-age adults and seniors.

Data from the HUD PIH Information Center states that there are 23,942 units managed by Atlanta Housing. Of these units, 4,745 are public housing units and 19,197 are units using vouchers. The AH 2019 Moving to Work Annual Report states that there are 24,922 units, of which 3,741 are public housing units and 21,181 are parts of voucher programs and other programs in the AH portfolio. The City of Atlanta, through its department of Grants and Community Development also operates a Section 8 Moderate Rehab program that houses 190 previously homeless residents and families.

| Program Type                  |             |           |                |          |               |              |                                     |                            |           |
|-------------------------------|-------------|-----------|----------------|----------|---------------|--------------|-------------------------------------|----------------------------|-----------|
|                               | Certificate | Mod-Rehab | Public Housing | Vouchers |               |              |                                     |                            |           |
|                               |             |           |                | Total    | Project-based | Tenant-based | Special Purpose Voucher             |                            |           |
|                               |             |           |                |          |               |              | Veterans Affairs Supportive Housing | Family Unification Program | Disabled* |
| # of units vouchers available |             | 190       | 4,745          | 19,197   |               |              | 0                                   | 2,700                      | 2,025     |
| # of accessible units         |             |           | 0              |          |               |              |                                     |                            |           |

**Table 40(b) – Total Number of Units by Program Type: Atlanta Housing Authority**

**\*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition**

**Data Source:** PIC (PIH Information Center)

**Describe the supply of public housing developments:**

N/A

**Describe the number and physical condition of public housing units in the jurisdiction, including those that are participating in an approved Public Housing Agency Plan:**

According to the AH Moving to Work Annual Plan, Atlanta Housing owns 11 communities, including 9 senior/disabled sites and 2 family sites. The report notes that there is a total of 1,586 public housing units in AH-owned communities; there are 1,495 senior/disabled units and 91 family units. Most of the residents in AH-owned communities (1,395 persons) are single person households. Subsequently, the majority of AH-owned units (1,425) are efficiency units or one-bedroom units. One-bedroom units are also the only AH-owned units with a waiting list, of which there are 1,155 individuals on the AH waiting list for one-bedroom public housing units. There are no individuals on public housing waiting lists for two-bedroom, three-bedroom or 4+ bedroom units. The Moving to Work Annual Plan reports that all of the AH-owned, public housing units will be converted to the Rental Assistance Demonstration (RAD) program by 2025.<sup>14</sup>

There are also 2,155 units reported as “public housing” within AH’s mixed-income communities. However, additional details in the Atlanta Housing 2019 Annual MTW Report note that most public housing that is recorded in mixed-income communities was developed partly with LIHTC funding and are tax credit units. Atlanta Housing’s FY 2020 Budget outlays many of the capital expenditures for the 11 remaining public housing sites. Major structural issues to be remedied in the FY 2020 budget include foundation repairs to four buildings at the Westminster family site, erosion control design and sitework at the Martin Street Plaza family site, and two new water boiler systems at the Cosby Spear senior high rise. Other capital expenditures addressed in the FY 2020 budget include the replacement of appliances, upgrades to bathrooms and dumpster replacements.

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<sup>14</sup> <https://www.atlantahousing.org/wp-content/uploads/2018/12/AtlantaHousing-FY2018-MTW-Annual-Report-Board-Approved-FINAL-2018.0928ForWeb.pdf>

## Public Housing Condition

HUD's Real Estate Assessment Center conducts physical property inspections of properties that are owned, insured or subsidized by HUD, including public housing and multifamily assisted housing. About 20,000 such inspections are conducted each year to ensure that assisted families have housing that is decent, safe, sanitary and in good repair. Inspection scores for Atlanta publicly-supported housing developments, as of 2019, are reported in the following table.

**TABLE 38 - PUBLIC HOUSING CONDITION**

| Public Housing Development                                                                              | Average Inspection Score |
|---------------------------------------------------------------------------------------------------------|--------------------------|
| Housing Authority of the City of Atlanta, Centennial Place III, 218 Merritts Ave NE                     | 91                       |
| Housing Authority of the City of Atlanta, Centennial Place I, 120 Merritts Ave NW                       | 90                       |
| Housing Authority of the City of Atlanta, Centennial Place II, 201 Pine St NW                           | 92                       |
| Housing Authority of the City of Atlanta, Columbia Grove (Perry IV Homes), 1783 Johnson Rd NW           | 98                       |
| Housing Authority of the City of Atlanta, Ashley Collegetown II/AshColl 2HarrV, 965 Sells Ave SW        | 92                       |
| Housing Authority of the City of Atlanta, Capital Gateway II aka Cap Gate IV, 358 Fraser St SE          | 95                       |
| Housing Authority of the City of Atlanta, Columbia Mechanicsville Apts (Mech II), 500 McDaniel St SW    | 99                       |
| Housing Authority of the City of Atlanta, Veranda at Auburn Pointe/Veranda/Grady II, 115 Hilliard St SE | 97                       |
| Housing Authority of the City of Atlanta, Columbia Park Citi Residences, 921 Westmoreland Cir NW        | 94                       |
| Housing Authority of the City of Atlanta, Ashley Terrace at West End, 717 Lee St SW                     | 94                       |
| Housing Authority of the City of Atlanta, Mech Crossing/Mech-3-McDan/Gle Homes IV, 565 Wells St SW      | 99                       |
| Housing Authority of the City of Atlanta, Marian Road Highrise, 760 Sidney Marcus Blvd NE               | 92                       |
| Housing Authority of the City of Atlanta, East Lake Highrise, 380 E Lake Blvd SE                        | 96                       |
| Housing Authority of the City of Atlanta, Martin Street Plaza, 600 Martin St SE                         | 90                       |
| Housing Authority of the City of Atlanta, Peachtree Road Highrise, 2240 Peachtree Rd NW                 | 97                       |
| Housing Authority of the City of Atlanta, Village at Castleberry Hill Phase II, 565 Greensferry Ave SW  | 89                       |
| Housing Authority of the City of Atlanta, Westminster, 1422 Piedmont Ave NE                             | 96                       |
| Housing Authority of the City of Atlanta, Marietta Road Highrise*, 2295 Marietta Rd NW                  | 96                       |
| Housing Authority of the City of Atlanta, Cheshire Bridge Road Highrise, 2170 Cheshire Bridge Rd NE     | 96                       |
| Housing Authority of the City of Atlanta, Gardens at Collegetown/JohnChilesHarrVI/, 899 Park St SW      | 98                       |
| Housing Authority of the City of Atlanta, Cosby Spear Highrise, 355 North Ave NE                        | 90                       |
| Housing Authority of the City of Atlanta, Columbia Commons, 2524 Martin Luther King Jr. Dr SW           | 80                       |

|                                                                                                                 |    |
|-----------------------------------------------------------------------------------------------------------------|----|
| Housing Authority of the City of Atlanta, Georgia Avenue Highrise, 174 Georgia Ave SE                           | 90 |
| Housing Authority of the City of Atlanta, Ashley Collegetown I/Harris Homes V, 373 Legacy Dr SW                 | 90 |
| Housing Authority of the City of Atlanta, Villages of Eastlake I, 701 Hillside Village Dr SE                    | 80 |
| Housing Authority of the City of Atlanta, Hightower Manor Highrise, 2610 MLK Jr. Dr SW                          | 94 |
| Housing Authority of the City of Atlanta, Barge Road Highrise, 2440 Barge Rd SW                                 | 96 |
| Housing Authority of the City of Atlanta, Villages of Eastlake II, 110 Greenhaven Dr SE                         | 72 |
| Housing Authority of the City of Atlanta, Ashley Courts at Cascade I, 1371 Kimberly Way SW                      | 75 |
| Housing Authority of the City of Atlanta, Village at Carver, Phase I, 174 Moury Ave SW                          | 80 |
| Housing Authority of the City of Atlanta, Columbia Estates, 1702 Wilma Dr NW                                    | 91 |
| Housing Authority of the City of Atlanta, Magnolia Park II, 781 Magnolia Way NW                                 | 78 |
| Housing Authority of the City of Atlanta, Columbia Mechanicsville Sr./Mech III, 555 McDaniel St SW              | 96 |
| Housing Authority of the City of Atlanta, Parkside at Mechanicsville/McDa VI MecVI, 565 McDaniel St SW          | 89 |
| Housing Authority of the City of Atlanta, Magnolia Park I, 814 Magnolia Way NW                                  | 81 |
| Housing Authority of the City of Atlanta, Ashley Crt at Cascade I, Phase III, 1371 Kimberly Way SW              | 73 |
| Housing Authority of the City of Atlanta, Ashley Courts at Cascade - Phase II, 1371 Kimberly Way SW             | 80 |
| Housing Authority of the City of Atlanta, Ashley Auburn Pointe II, 130 Bell St SE                               | 94 |
| Housing Authority of the City of Atlanta, Village of Carver Homes, Phase II, 174 Moury Ave SW                   | 83 |
| Housing Authority of the City of Atlanta, Villages at Carver Phase V /Carver V, 178 Moury Ave SW                | 84 |
| Housing Authority of the City of Atlanta, Village at Carver, Phase III, 174 Moury Ave SW                        | 76 |
| Housing Authority of the City of Atlanta, Atrium at Collegetown/John O. Chiles Sr, 435 Joseph E. Lowery Blvd SW | 96 |
| Housing Authority of the City of Atlanta, Columbia Creste, 1903 Drew Dr NW                                      | 72 |
| Housing Authority of the City of Atlanta, Capitol Gateway III, 175 Memorial Dr SE                               | 77 |
| Housing Authority of the City of Atlanta, Mech StatCross/Mech-4-McDanGlen Homes IV, 540 Humphries St SW         | 80 |
| Housing Authority of the City of Atlanta, Ashley Auburn Pointe I (Grady III), 322 Decatur St SE                 | 94 |

TABLE 38 - PUBLIC HOUSING CONDITION

Data Source: HUD Real Estate Assessment Center

### **Describe the restoration and revitalization needs of public housing units in the jurisdiction:**

Within the Atlanta Housing owned communities, the FY 2020 AH budget outlines plans to address several major structural issues, including foundation repairs, erosion control design and sitework, and two new water boiler systems. Additional capital improvements to be addressed in the FY 2020 budget include:



- plumbing upgrades
- bathroom upgrades
- elevator upgrades
- cleaning of ventilation ducts
- Nurse Call station improvements
- gate replacement with card tag reader
- replacement of air conditioning units, stoves/ranges, refrigerators, and dumpsters
- replacing concrete and improving drainage on one senior high-rise patio
- replacing concrete on one senior high-rise walkway

**Describe the public housing agency's strategy for improving the living environment of low- and moderate-income families residing in public housing:**

Through its human development services division, Atlanta Housing provides a wide range of services and resources to improve the living environment of families residing in public housing. Some of the services provided include: Senior center activities; Senior farmer's market; Transportation to doctors' appointments; Meals; AH Internship program; Literacy resources; Afterschool programming; Summer camp; STEM programming; Career readiness; GED education; Counseling; Financial literacy; Job search assistance; Job coaching and support; Family Self-Sufficiency Program; Parenting classes; Life skills training; Health & wellness resource fair; Clothing bank; Mentorship program and Volunteer opportunities through AH Cares.

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## **MA-30 Homeless Facilities and Services – 91.210(c)**

### **Introduction**

This section summarizes homeless facilities and services. It was completed with data from the Atlanta Continuum of Care (Partners for HOME), including the 2018 Housing Inventory Count. The city of South Fulton falls geographically within both the City of Atlanta and Fulton County's Continuum of care. For this section, the city used data drawn from Partners for Home in Atlanta since the majority of homeless services are located in the downtown Atlanta footprint.

### **Facilities and Housing Targeted to Homeless Households**

Based on a review of emergency, transitional, and permanent supportive housing that serves homeless persons in the City of Atlanta, there are an estimated 1,155 year round emergency shelter beds in the City, about three-fourths (76%) of which are individual beds (883 beds) and about one-fourth (23%) of which are family beds (270 beds). An additional 237 beds provide emergency shelter through vouchers or on a seasonal or overflow basis. The City's homeless facilities also includes 1,666 transitional housing beds and 1,898 permanent housing beds.

|                                         | Emergency Shelter Beds          |                                    | Transitional Housing Beds | Permanent Supportive Housing Beds |                   |
|-----------------------------------------|---------------------------------|------------------------------------|---------------------------|-----------------------------------|-------------------|
|                                         | Year-Round Beds (Current & New) | Voucher / Seasonal / Overflow Beds | Current & New             | Current & New                     | Under Development |
| Households with Adult(s) and Child(ren) | 270                             | 0                                  | 323                       | 550                               |                   |
| Households with Only Adults             | 883                             | 172                                | 1,343                     | 1,348                             |                   |
| Chronically Homeless Households         | n/a                             | n/a                                | n/a                       | 1,421                             |                   |
| Veterans                                | 30                              | n/a                                | 156                       | 425                               |                   |
| Unaccompanied Youth                     | 48                              | 10                                 | 68                        | 58                                |                   |
| <b>Total</b>                            | <b>1,155</b>                    | <b>237</b>                         | <b>1,666</b>              | <b>1,898</b>                      |                   |

**Table 39 FACILITIES AND HOUSING TARGETED TO HOMELESS HOUSEHOLDS**

**Describe mainstream services, such as health, mental health, and employment services to the extent those services are used to complement services targeted to homeless persons**

There are a variety of mainstream services that are used to complement targeted services for homeless persons. The Continuum of Care focuses on supporting coordination and collaboration among these systems so that homeless persons can access mainstream resources to assist them in transitioning to and remaining stable in permanent housing. Health, mental health, and employment services that complement services targeted to homeless persons include:

- Community Advanced Practice Nurses provides physical and mental health care, patient education, referrals and case management, and no-cost medical care to people who are homeless.
- Mercy Care provides primary care, dental services, behavioral health services, vision care, and HIV treatment services, with a focus on serving low-income populations and people experiencing homelessness.
- The Atlanta Center for Self-Sufficiency provides free life stabilization, employment readiness, job placement/retention services to financially vulnerable individuals (homeless, imminently homeless, or low-income). The center's monthly three-week Career Works Boot Camp (CB3) focuses on preparing individuals for viable jobs and independent living. This training is followed by 12 months of career placement/vocational training assistance, case management, and continued job retention and mentoring support.
- First Step Staffing provides extensive job/ life coaching, transportation assistance, and housing placement assistance. First Step Disability Services provides support, case management, and transportation assistance to hearings and doctor's appointments.
- Georgia Works provides men experiencing homelessness with housing, transitional work, personal support, case management, workforce training, AA/NA Classes, GED classes, support in obtaining a driver's licenses, help setting up a bank account, and life skill preparation courses.

**List and describe services and facilities that meet the needs of homeless persons, particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth. If the services and facilities are listed on screen SP-40 Institutional Delivery Structure or screen MA-35 Special Needs Facilities and Services, describe how these facilities and services specifically address the needs of these populations.**

Services and facilities that meet the needs of persons experiencing homelessness include:

- Intown Collaborative Ministries, HOPE Atlanta, and Mercy Care provide outreach to persons who are homeless, including needs assessment, case management, services navigation, and assistance in finding housing.

- Multiple organizations provide emergency and transitional housing for persons experiencing homelessness, including the Atlanta Mission, Atlanta Recovery Center, Georgia Works, City of Refuge, Atlanta City Baptist Rescue Mission, Solomon's Temple Foundation, The Salvation Army, Covenant House of Georgia, 24/7 Gateway, and Veterans Empowerment Organization, among others.
- Multiple organizations and agencies provide services to support people experiencing homelessness in transitioning to permanent housing, including permanent supportive housing and rapid rehousing services. These include the Atlanta Housing Authority (VASH program), Community Concerns, Another Chance of Atlanta, National Church Residences, 3 Keys, Action Ministries, Families First, Atlanta Center for Self Sufficiency, and HOPE Atlanta, among others.
- Several organizations and agencies provide emergency shelter, and transitional and permanent housing opportunities for veterans and their families. The Atlanta Housing Authority VASH program, Quest Community Development, and Veteran's Empowerment Organization provide permanent housing for veterans; Make A Way Housing and Caring Works provide transitional housing for veterans; and Action Ministries, HOPE Atlanta, and Project Community Connections provide Rapid Rehousing services for veterans. Solomon's Temple Foundation, Inc. provides emergency shelter for veterans.
- Several organizations provide emergency shelter and transitional and permanent housing options for unaccompanied youth. Chris 180 and Covenant House of Georgia provide permanent supportive housing; Gilgal, Inc., The Salvation Army Red Shield Services, and Lost-N-Found Youth provide transitional housing; and Chris 180 and Covenant House Georgia provide rapid rehousing. Our House, Inc. and Making A Way Housing provide emergency shelter for unaccompanied youth.

## MA-35 Special Needs Facilities and Services – 91.210(d)

### Introduction

This section describes the housing and social service needs of the region's special populations including the elderly, frail elderly, domestic violence victims, residents with diagnosis of HIV/AIDS, and residents with substance abuse, mental health, or disability diagnosis. As a new entitlement community, South Fulton falls geographically within the City of Atlanta's service area for HOPWA funds. Therefore, South Fulton does not directly administer a Housing Opportunities for People with Aids (HOPWA) program, instead we refer eligible clients to City of Atlanta subrecipients for services. These data were drawn from the City of Atlanta's 2018 CAPER report. The City of Atlanta is responsible for servicing the 29-county service area with HOPWA funds. HOPWA funded programs serving South Fulton residents are administered through the City of Atlanta. The City of Atlanta is the largest recipient in GA and receives a formula share for the Atlanta "Metropolitan Statistical Area" (MSA) and makes numerous sub-grants to non-profits, health departments and municipalities.

### HOPWA Assistance Baseline Table

| Type of HOWA Assistance                                 | Number of Units Designated or Available for People with HIV/AIDS and their families |
|---------------------------------------------------------|-------------------------------------------------------------------------------------|
| Tenant Based Rental Assistance (TBRA)                   | 1,018                                                                               |
| Permanent Housing (PH) in facilities                    | 1,034                                                                               |
| Short Term Rental Mortgage Utility (STRMU)              | 1,250                                                                               |
| Short Term (ST) or Transitional Housing (TH) facilities | 704                                                                                 |
| Permanent Housing (PH) placement                        | 149                                                                                 |
| <b>TABLE 40 – HOPWA ASSISTANCE BASELINE</b>             |                                                                                     |

Data Source: City of Atlanta 2018 HOPWA CAPER

**Including the elderly, frail elderly, persons with disabilities (mental, physical, developmental), persons with alcohol or other drug addictions, persons with HIV/AIDS and their families, public housing residents and any other categories the jurisdiction may specify, and describe their supportive housing needs**

#### *The Elderly and People with Disabilities*

Older adults and people with disabilities need housing that provides access to transit or transportation services in order to facilitate access to employment, resources, and services. There is a need for supportive housing in areas close to transit and within short distances to needed resources and services. These needs should be primary considerations in the location of supportive housing for people with disabilities and seniors. Housing should also focus on integrating these populations into the community and reducing social isolation through programming and facilitating access to resources and services.

In addition to housing located near transportation and needed services, people with intellectual and developmental disabilities often need case management or life skills programming that does not violate direct service requirements. Clustered housing communities can facilitate the provision of these needed services by allowing case managers to easily provide services to multiple families within the same community aids in efficiency and service delivery. The city of Atlanta reported that residents who participated in their planning process noted a need for clustered housing for people with intellectual and developmental disabilities in which needed services and community spaces can easily be shared. They further emphasized the potential to integrate housing for people with disabilities with senior housing to facilitate service provision and reduce social isolation.

#### *Persons Living with HIV/AIDS*

Persons living with HIV/AIDS need low-barrier housing free from requirements such as those surrounding drug testing, sobriety, criminal background, and medical appointments. A 'housing first' model in which housing is provided without these kinds of barriers is needed. Similar to other vulnerable populations, persons living with HIV/AIDS need housing that provides easy access to health services, resources, and employment. Persons living with HIV/AIDS may need case management services, although stakeholders interviewed as part of this planning process emphasized that supportive services should not be required for people living with HIV/AIDS to access housing.

#### *Public Housing Residents*

Public housing residents may have a need for supportive services such as access to childcare and afterschool programs, transportation to and from these and other services and employment, health services, access to fresh and affordable food, and workforce development and training services.



**Describe programs for ensuring that persons returning from mental and physical health institutions receive appropriate supportive housing**

Supportive housing is frequently a need for people with mental health and substance abuse disorders after being discharged from inpatient treatment in order to prevent homelessness. Persons returning from these institutions need access to affordable housing and health services, and may also require supportive services such as case management and transportation assistance.

Multiple supportive housing providers in Atlanta make mental and physical health services available through supportive housing. For example, HOPE Atlanta provides case management and supportive services for people with disabilities in Atlanta Housing's Homeless Demonstration Project voucher units. Families First's Shelter-A-Family program provides persons who are homeless and have mental illness or substance abuse issues with housing and supportive services such as mental health treatment, assistance with entitlements, case management, family reunification, and life skills training.

Supportive services are also available outside of supportive housing programs. For example, Mercy Care provides behavioral health services, including counseling, medication, and addiction recovery services, as well as case management services that connect individuals to resources such as housing and financial assistance. Local service providers are well-networked and often make referrals to one another to provide shelter, temporary food, clothing, and other immediate services.

Persons returning from mental and physical health institutions also need access to housing that is affordable, close to needed health services, and accessible to transportation options. The use of funds such as those provided through the HOME program to support the development of affordable housing that provides access to services and transportation facilitates persons with mental and physical health challenges in accessing needed care and resources, as well as supports the use of in-home services.

**Specify the activities that the jurisdiction plans to undertake during the next year to address the housing and supportive services needs identified in accordance with 91.215(e) with respect to persons who are not homeless but have other special needs. Link to one-year goals. 91.315(e)**

The City of South Fulton's first year Annual Action Plan specifies the need for the city to participate in a cross-functional housing cohort with the Georgia Department of Community Affairs, the Georgia Municipal Association and the University of Georgia. This cohort will posture the city to better understand our city's housing needs in a comprehensive and holistic way. The city is also making a commitment to expand accessibility to our accommodate special needs residents by partnering with Georgia Relay, the Georgia Public Library Service and other organizations that focus on designing programs and services for populations with special needs.

## **MA-40 Barriers to Affordable Housing – 91.210(e)**

### **Negative Effects of Public Policies on Affordable Housing and Residential Investment**

The impact of local government codes, zoning regulations, and administrative procedures on housing affordability has been a recurring theme in the national discourse surrounding affordable housing. Many jurisdictions have limited ability to pass inclusionary zoning ordinances because those actions can often be preempted by State law. However, zoning and land-use policies serve as a major tool and policy lever that governments can use to influence the supply of housing. Land prices contribute substantially to development costs and if municipalities can successfully assemble parcels that can be land banked and redeveloped, these properties can return to the tax rolls in the future.

In January of 2018, the city of Atlanta adopted its Inclusionary Zoning Ordinance to increase the number of affordable units being built in the Beltline and Westside Overlay Districts. The ordinance requires that developers preserve a percentage of their units as affordable housing for at least 20 years. Developers must reserve (1) 15% of units for households at or below 80% AMI, or (2) 10% of units for households at or below 60% AMI, or (3) pay into the city's trust fund used to build new affordable housing or preserve existing affordable housing.<sup>15</sup> Developers who submitted their building permit or land disturbance permit prior to January 29, 2018 were exempt from the new Inclusionary Zoning ordinance. Cities can use local and national models for inclusionary zoning to help stabilize rents and provide access for low-moderate income families in the future.

#### **Obstacles:**

South Fulton is committed to making decent affordable housing available to all the residents of the City. Although the City of South Fulton is not yet required to complete an Analysis of Impediments to Fair Housing as a newly formed participating jurisdiction, we will take under close advisement the most recent AI that was completed by Fulton County and the city of Atlanta jointly in 2020. Research on impediments to affordable housing frequently include but are not limited to: Lack of tenant rights in Georgia; Costly evictions for low-income residents; Limited credit available to buyers and tighter underwriting standards; Increasing land costs; Local building codes and zoning regulations; Lack of sufficient incentive programs for private investments; Reductions in federally funded programs; Accessing housing for returning citizens who were previously incarcerated.

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<sup>15</sup> City of Atlanta Department of City Planning. "Inclusionary Zoning Fact Sheet," <https://www.atlantaga.gov/home/showdocument?id=38792>

## MA-45 Non-Housing Community Development Assets – 91.215 (f)

### Introduction

Table 41 provides a list of South Fulton’s major employers. The largest private employers include Bank of America, Walmart Supercenter, Kroger, and Home Depot (categorized by the Bureau of Labor Statistics as retail businesses); United Natural Foods (categorized as a wholesale business); Miller Zell (categorized as a professional services business); and World Changers Church International (categorized as “other services except for public administration”). Additionally, there are a variety of relatively large public sector organizations; most of these are schools (categorized as educational service providers).

**Table 41: Major Employers in South Fulton, 2019**

| <u>Employer</u>                     | <u>Size Range (a)</u> |
|-------------------------------------|-----------------------|
| <i>Private/Nonprofit Sector</i>     |                       |
| Bank of America (b)                 | 1,000 +               |
| Walmart Supercenter (c)             | 250 to 499            |
| World Changers Church International | 250 to 499            |
| United Natural Foods                | 250 to 499            |
| Miller Zell, Inc.                   | 250 to 499            |
| Publix Super Market                 | 250 to 499            |
| Kroger                              | 100 to 249            |
| Kroger Pharmacy (d)                 | 100 to 249            |
| Home Depot                          | 100 to 249            |
| <i>Public Sector</i>                |                       |
| Sandtown Middle School              | 250 to 499            |
| Evoline C. West Elementary School   | 100 to 249            |
| Camp Creek Middle School            | 100 to 249            |
| Ronald E. McNair Middle School      | 100 to 249            |
| Creekside High School               | 100 to 249            |
| Cliftondale Elementary School       | 100 to 249            |
| Atlanta Youth Development Center    | 100 to 249            |
| South Fulton Police Department (e)  | 100 to 249            |
| Bear Creek Middle School            | 100 to 249            |
| S.L. Lewis Elementary School        | 100 to 249            |
| Mary M. Bethune Elementary School   | 100 to 249            |
| Heritage Elementary School          | 100 to 249            |
| Oakley Elementary School            | 100 to 249            |
| A. Philip Randolph Elementary       | 100 to 249            |
| Westlake High School                | 100 to 249            |

**Notes:**

(a) Size information drawn from Employer Profiles obtained through Georgia Labor Market Explorer, Georgia Department of Labor. May not reflect current employment totals.

(b) As reported by the City of South Fulton in the Georgia Power/Esri City Snapshot

(c) Two Walmart Supercenter locations exist in South Fulton, each in the 250-499 employee range.

(d) Located at same address as Kroger, above.

(e) Appears in Labor Market Explorer as Fulton County Police Southside.

Sources: Georgia Department of Labor; City of South Fulton;  
BAE, 2020.

## Economic Development Market Analysis

### Business Activity IDIS Table Template

| Business by Sector | Number of Workers | Number of Jobs | Share of Workers % | Share of Jobs % | Jobs less workers % |
|--------------------|-------------------|----------------|--------------------|-----------------|---------------------|
| Total              |                   |                |                    |                 |                     |

**Table 42: Employed Residents by Industry in South Fulton, 2013 and 2017**

| Industry                                          | 2013          |               | 2017          |               | Change       |              |
|---------------------------------------------------|---------------|---------------|---------------|---------------|--------------|--------------|
|                                                   | Number        | Percent       | Number        | Percent       | Number       | Percent      |
| Agriculture, Forestry, Fishing and Hunting        | 13            | 0.0%          | 16            | 0.0%          | 3            | 23.1%        |
| Mining                                            | 5             | 0.0%          | 7             | 0.0%          | 2            | 40.0%        |
| Utilities                                         | 101           | 0.3%          | 120           | 0.3%          | 19           | 18.8%        |
| Construction                                      | 469           | 1.6%          | 786           | 2.1%          | 317          | 67.6%        |
| Manufacturing                                     | 1,312         | 4.4%          | 1,556         | 4.1%          | 244          | 18.6%        |
| Wholesale Trade                                   | 1,385         | 4.7%          | 1,739         | 4.6%          | 354          | 25.6%        |
| Retail Trade                                      | 2,554         | 8.6%          | 3,576         | 9.4%          | 1,022        | 40.0%        |
| Transportation and Warehousing                    | 3,121         | 10.5%         | 4,325         | 11.3%         | 1,204        | 38.6%        |
| Information                                       | 995           | 3.4%          | 1,243         | 3.3%          | 248          | 24.9%        |
| Finance and Insurance                             | 1,363         | 4.6%          | 1,501         | 3.9%          | 138          | 10.1%        |
| Real Estate Rental and Leasing                    | 532           | 1.8%          | 764           | 2.0%          | 232          | 43.6%        |
| Professional, Scientific, and Technical Services  | 1,610         | 5.4%          | 1,861         | 4.9%          | 251          | 15.6%        |
| Management of Companies and Enterprises           | 619           | 2.1%          | 768           | 2.0%          | 149          | 24.1%        |
| Administrative, Support, Waste Mgmt & Remediation | 2,968         | 10.0%         | 4,170         | 10.9%         | 1,202        | 40.5%        |
| Educational Services                              | 2,463         | 8.3%          | 3,751         | 9.8%          | 1,288        | 52.3%        |
| Health Care and Social Assistance                 | 3,792         | 12.8%         | 4,758         | 12.5%         | 966          | 25.5%        |
| Arts, Entertainment, and Recreation               | 264           | 0.9%          | 422           | 1.1%          | 158          | 59.8%        |
| Accommodation and Food Services                   | 2,807         | 9.5%          | 4,012         | 10.5%         | 1,205        | 42.9%        |
| Other Services (except Public Administration)     | 704           | 2.4%          | 949           | 2.5%          | 245          | 34.8%        |
| Public Administration                             | 2,553         | 8.6%          | 1,845         | 4.8%          | -708         | -27.7%       |
| <b>Total</b>                                      | <b>29,630</b> | <b>100.0%</b> | <b>38,169</b> | <b>100.0%</b> | <b>8,539</b> | <b>28.8%</b> |

Table 41 - Business Activity

Sources: Longitudinal Employer-Household Dynamics via OnTheMap; BAE, 2020.

# Exhibit A-1: Jobs by Industry in South Fulton, 2013 and 2017

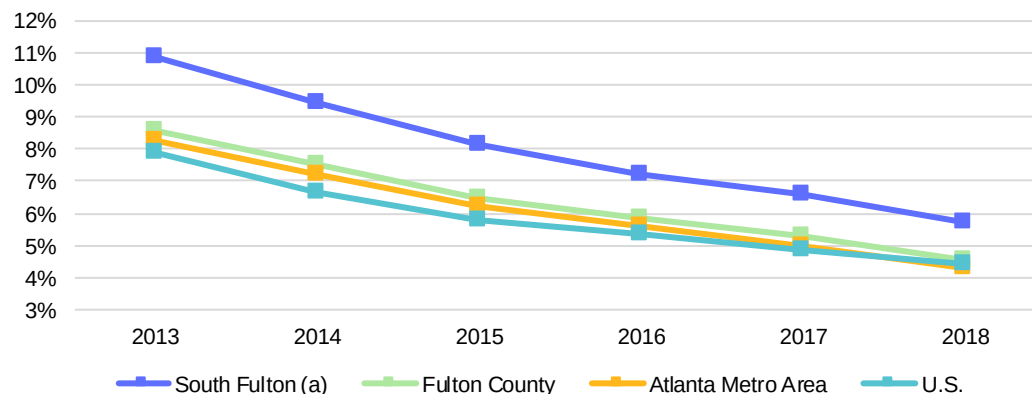
| Industry                                          | 2013          |               | 2017          |               | Change       |              |
|---------------------------------------------------|---------------|---------------|---------------|---------------|--------------|--------------|
|                                                   | Number        | Percent       | Number        | Percent       | Number       | Percent      |
| Agriculture, Forestry, Fishing and Hunting        | 21            | 0.2%          | 34            | 0.2%          | 13           | 61.9%        |
| Mining                                            | 5             | 0.0%          | 0             | 0.0%          | -5           | n.a.         |
| Utilities                                         | 8             | 0.1%          | 4             | 0.0%          | -4           | -50.0%       |
| Construction                                      | 194           | 1.5%          | 106           | 0.7%          | -88          | -45.4%       |
| Manufacturing                                     | 1,005         | 7.8%          | 1,472         | 9.9%          | 467          | 46.5%        |
| Wholesale Trade                                   | 2,418         | 18.7%         | 1,693         | 11.4%         | -725         | -30.0%       |
| Retail Trade                                      | 1,735         | 13.4%         | 2,100         | 14.2%         | 365          | 21.0%        |
| Transportation and Warehousing                    | 857           | 6.6%          | 1,004         | 6.8%          | 147          | 17.2%        |
| Information                                       | 42            | 0.3%          | 15            | 0.1%          | -27          | -64.3%       |
| Finance and Insurance                             | 1,417         | 10.9%         | 1,305         | 8.8%          | -112         | -7.9%        |
| Real Estate Rental and Leasing                    | 133           | 1.0%          | 177           | 1.2%          | 44           | 33.1%        |
| Professional, Scientific, and Technical Services  | 201           | 1.6%          | 475           | 3.2%          | 274          | 136.3%       |
| Management of Companies and Enterprises           | 89            | 0.7%          | 7             | 0.0%          | -82          | -92.1%       |
| Administrative, Support, Waste Mgmt & Remediation | 841           | 6.5%          | 1,465         | 9.9%          | 624          | 74.2%        |
| Educational Services                              | 1,579         | 12.2%         | 1,616         | 10.9%         | 37           | 2.3%         |
| Health Care and Social Assistance                 | 822           | 6.3%          | 1,334         | 9.0%          | 512          | 62.3%        |
| Arts, Entertainment, and Recreation               | 81            | 0.6%          | 86            | 0.6%          | 5            | 6.2%         |
| Accommodation and Food Services                   | 1,179         | 9.1%          | 1,494         | 10.1%         | 315          | 26.7%        |
| Other Services (except Public Administration)     | 248           | 1.9%          | 407           | 2.8%          | 159          | 64.1%        |
| Public Administration                             | 74            | 0.6%          | 0             | 0.0%          | -74          | -100.0%      |
| <b>Total</b>                                      | <b>12,949</b> | <b>100.0%</b> | <b>14,794</b> | <b>100.0%</b> | <b>1,845</b> | <b>14.2%</b> |

Sources: Longitudinal Employer-Household Dynamics via OnTheMap; BAE, 2020.

## Resident Unemployment

Figure illustrates the annual unemployment rates from 2013 to 2018 in South Fulton, the county, the metro area, and in the nationally. The unemployment rate declined significantly in all four geographies over the six-year time period, and the steepest decline was in South Fulton. As of 2018, the unemployment rate in South Fulton was 5.2 percent (as compared to 10.4 percent in 2013). In the county, metro area, and U.S., the 2018 unemployment rates were between 3.8 and 4.0 percent.

Figure \_\_\_\_: Unemployment Rate, 2013 – 2018



### Notes:

(a) South Fulton unemployment rate reflects balance of Fulton County after subtracting Atlanta and other cities and towns for which BLS reports unemployment.

Source: Bureau of Labor Statistics; BAE 2020.

## Labor Force

|                                                |      |
|------------------------------------------------|------|
| Total Population in the Civilian Labor Force   | N/A  |
| Civilian Employed Population 16 years and over | N/A  |
| Unemployment Rate                              | 5.2% |
| Unemployment Rate for Ages 16-24               | N/A  |
| Unemployment Rate for Ages 25-65               | N/A  |

**Table 43 – Labor Force**

**Data Source: Bureau of Labor Statistics; BAE 2020.**

| Occupations by Sector                            | Number of People |
|--------------------------------------------------|------------------|
| Management, business and financial               | 14035            |
| Farming, fisheries and forestry occupations      | 16               |
| Service                                          | 8712             |
| Sales and office                                 | 1739             |
| Construction, extraction, maintenance and repair | 913              |
| Production, transportation and material moving   | 4170             |
| Health Care & Social                             | 4758             |
| Public Administration                            | 1845             |
| Manufacturing                                    | 1556             |
| Art & Entertainment                              | 422              |
| Total                                            | 38169            |

**Table 44 – Occupations by Sector**

**Sources: Longitudinal Employer-Household Dynamics via OnTheMap; BAE, 2020.**

## Travel Time

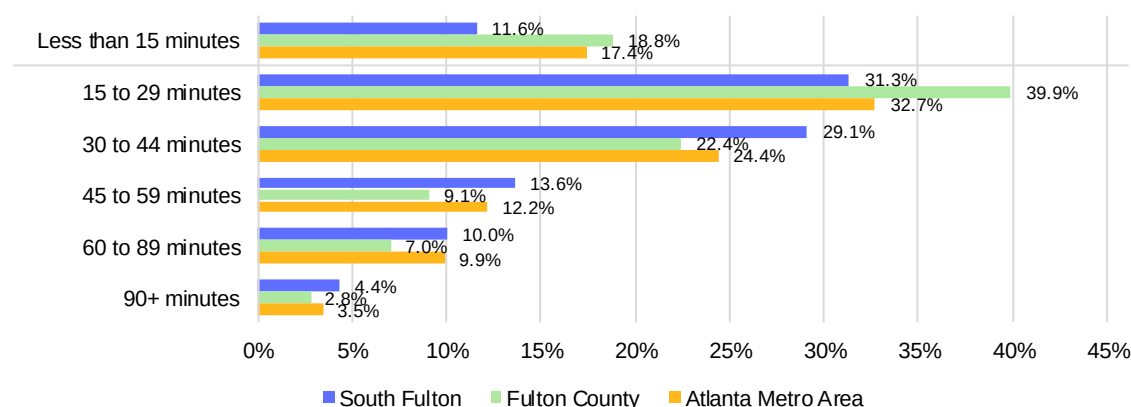
Approximately half of South Fulton residents work in Fulton County. Only 3 percent of South Fulton residents work in the city of South Fulton, while 30.6 percent work in the city of Atlanta. Other counties to which significant proportions of South Fulton residents commute include DeKalb County (10 percent), Cobb County (9.5 percent), and Clayton County (8.1 percent). Meanwhile, approximately 26.9 percent of South Fulton workers commute from locations within Fulton County. Approximately 7.9 percent of South Fulton workers also live in South Fulton, while 9.8 percent live in Atlanta. Other counties from which significant proportions of South Fulton workers commute include Clayton County (11 percent), Cobb County (8.7 percent), and DeKalb County (8.5 percent).

| Travel Time        | Number       | Percentage  |
|--------------------|--------------|-------------|
| < 30 Minutes       | 16375        | 42.9%       |
| 30-59 Minutes      | 16298        | 42.7%       |
| 60 or More Minutes | 5496         | 14.4%       |
| <b>Total</b>       | <b>38169</b> | <b>100%</b> |

**Table 42 - Travel Time**

**Data Source:** 2011-2015 ACS; Longitudinal Employer-Household Dynamics via OnTheMap; BAE, 2019.

**Figure : Resident Commute Times, 2013 – 2017 Five-Year Data**



Sources: U.S. Census Bureau, American Community Survey 2013-2017 5-Year Sample Data; Esri Business Analyst; BAE, 2020.



## Education:

### Educational Attainment by Employment Status (Population 16 and Older)

| Educational Attainment                      | In Labor Force    |            | Not in Labor Force |
|---------------------------------------------|-------------------|------------|--------------------|
|                                             | Civilian Employed | Unemployed |                    |
| Less than high school graduate              | 292               | 581        | 191                |
| High school graduate (includes equivalency) | 18295             | 1164       | 1405               |
| Some college or Associate's degree          | 4697              | 94         | 18                 |
| Bachelor's degree or higher                 | 13007             | 260        | 6                  |

**Table 42 - Educational Attainment by Employment Status**

Data Source: 2011-2015 ACS

### Educational Attainment by Age

|                                           | Age       |           |           |           |         |
|-------------------------------------------|-----------|-----------|-----------|-----------|---------|
|                                           | 18–24 yrs | 25–34 yrs | 35–44 yrs | 45–65 yrs | 65+ yrs |
| Less than 9th grade                       | 0         | 0         | 0         | 0         | 26      |
| 9th to 12th grade, no diploma             | 59        | 75        | 110       | 48        | 99      |
| High school graduate, GED, or alternative | 6044      | 8056      | 5014      | 4178      | 7509    |
| Some college, no degree                   | 4390      | 659       | 1232      | 2684      | 1532    |
| Associate's degree                        | 1825      | 1420      | 840       | 612       | 32      |
| Bachelor's degree                         | 1783      | 3465      | 4918      | 2841      | 1334    |
| Graduate or professional degree           | 82        | 222       | 641       | 108       | 415     |
| Total                                     | 14183     | 13897     | 12755     | 10471     | 10947   |

**Table 43 - Educational Attainment by Age**

Data Source: 2011-2015 ACS

### Educational Attainment – Median Earnings in the Past 12 Months

| Educational Attainment                      | Median Earnings in the Past 12 Months |
|---------------------------------------------|---------------------------------------|
| Less than high school graduate              | 17,962                                |
| High school graduate (includes equivalency) | 28,915                                |
| Some college or Associate's degree          | 36,563                                |
| Bachelor's degree                           | 54,857                                |
| Graduate or professional degree             | 76,554                                |

**Table 44 – Median Earnings in the Past 12 Months**

Data Source: 2011-2015 ACS

**Based on the Business Activity table above, what are the major employment sectors within your jurisdiction?**

The sectors in South Fulton with the most total growth are professional, technical and scientific management services; retail services; finance, insurance and real estate; waste management and remediation; transportation and warehousing followed by wholesale trade.

**Describe the workforce and infrastructure needs of the business community:**

The business community requires a workforce that will be able to support its competitive advantage and meet the demands of its competition. As with the trend of the region, there has been a noticeable decline in technically skilled workers, gaps with soft skills, graduates requiring remediation after high school and a significant disconnect with occupational options for students entering the workforce. To that end, many businesses lack the capital and resources to train and/or retrain new hires due to inexperience or skill erosion as a result of extended unemployment.

To fill these gaps, this section provides an overview of existing workforce development programs in the city of South Fulton. The city is focused on developing workforce solutions for employers and designing training and recruitment programs to generate a productive talent pipeline and support continued business growth. A key component of the workforce development strategy is the city's Small Business Resource Center & Incubator, which will be a part of the South Fulton Economic Development Resource Center, East Campus that will also include co-working space. The city is also hosting career fairs and coordinates with other local, state, and federal workforce programs.

**Small Business Resource Center & Incubator**

The city of South Fulton's Small Business Resource Center & Incubator, opening in Spring 2020, will provide small and emerging businesses with resources that cover all aspects of starting and operating a business, including accounting, finance, human resources, management, marketing, tax, and more. The center will also provide access to affordable office space. With a mission to facilitate entrepreneurship, the center will partner with essential service providers for businesses, including CPAs, bookkeepers, attorneys, and marketing.

The network also includes support service partners that help with training and provide one-on-one counseling, certifications, and other supportive services to help enhance the growth and success of small businesses. These diverse and well-established partners include private, public, governmental, and educational institutions, such as the South Fulton Chamber of Commerce, Atlanta Technical College, Aerotropolis Atlanta Alliance, and the Small Business Development Center at Georgia State University.

### **South Fulton Co-working Space**

Co-working space in South Fulton allows entrepreneurs the opportunity to utilize shared resources in order to help them gain access to equipment, space, and services that they could not otherwise afford. As a business services provision model, it cultivates local talent by allowing entrepreneurs to work independently or collaboratively in shared office space.

### **City of South Fulton Career Expo**

Career expos provide an opportunity for South Fulton to connect local companies to the community. Career expos can help connect seasoned executive-level professionals and those beginning their careers. Key partners include Fulton County Schools, Miller Zell, and Georgia Power.

### **South Fulton Career Center**

In addition to local programs, Fulton County provides workforce development opportunities within the city of South Fulton. The Fulton County Housing and Community Development Workforce Development Division operates a Career Center in South Fulton, providing job search and placement services, supportive services, post-employment services and soft skills training. The county also manages a workforce development program for young people that connects young residents to job opportunities and encouraging leadership and independent thinking.

### **Atlanta Job Corps Center**

South Fulton will be home to Atlanta's Job Corps Center, as part of the U.S. Department of Labor's Job Corps program. Job Corps is the largest free residential education and job training program for young adults ages 16–24. The program provides enrollees, who must meet income eligibility requirements, free room and board, clothing, a living allowance, health care, childcare, books and supplies. Job Corps centers also serve as employment centers for the local area, and the Atlanta Job Corps Center's decision to locate in South Fulton will have a beneficial impact on attracting and retaining businesses in the City.

### **Aerotropolis Atlanta**

Aerotropolis Atlanta is a public-private partnership that promotes workforce and economic development of the South side of metro Atlanta. Aerotropolis Atlanta connects industry, community, and education and training stakeholders to develop and implement workforce solutions such as training and recruitment programs that maintain a pipeline of support to local businesses. Key industry sectors that Aerotropolis Atlanta focuses on include aerospace, bio-life sciences, agri-business, logistics and multimedia production.

**Describe any major changes that may have an economic impact, such as planned local or regional public or private sector investments or initiatives that have affected or may affect job and business growth opportunities during the planning period. Describe any needs for workforce development, business support or infrastructure these changes may create.**

### ***Notable Planned Developments***

#### **Vesta Red Oak Apartments**

The \$19 million Vesta Red Oak Apartments project will increase the supply of clean, safe, and high-quality workforce housing units in South Fulton. The project consists of redeveloping the currently 100 percent vacant multifamily development that exists on the site with 220 new apartment units in 12 apartment buildings, as well as a clubhouse. The development will be situated on over 19 acres with approximately 221 thousand rentable square feet and will incorporate environmentally responsible design features such as energy efficient appliances, new HVAC units, electrical systems, water heaters, and windows.

The Vesta Red Oaks Apartments will have rents between 60 and 80 percent of area median income (AMI) and will contribute to the economic development of the city and Fulton County through generated sales tax and business license revenues. The developer, Middleburg Communities LLC, has extensive experience developing and operating high-quality workforce housing, with residential rental housing projects in Tennessee, North Carolina, South Carolina, Kentucky, Georgia, and Texas, as well as 1,400 units in development. Notably, Middleburg is committed to supporting the community and manages a “Local Heroes Program” that provides a rent discount to firefighters, police officers, emergency medical technicians, and public-school teachers.

#### **Halpern’s Steak and Seafood Company**

The expansion of the Halpern’s Steak and Seafood Company’s manufacturing and distribution facility represents a \$27 million investment in South Fulton. The company will acquire and expand the facility it currently leases and add a new 47,000 square foot building. The project will add 46 new permanent full-time jobs to the existing 260 employees of the company’s South Fulton location, as well as create 90 temporary construction jobs. The overall economic impact of the project is estimated to be over \$119 million for South Fulton and Fulton County.

#### **Publix and Sandtown Crossing**

A new 67,000 square foot Publix is slated to open in Fall 2020 at the 35-acre mixed use development, Sandtown Crossing, located at the corner of Camp Creek Parkway and Campbellton Road. The Publix is planned to be a new prototype for the store. The Publix will also include additional suites on its east and west wings with over 11,000 square feet available for restaurant use. It will also include a drive-through pharmacy.

### The Anthem at Riverside

Situated at the intersection of Waycrest Drive and Riverside Drive, The Anthem at Riverside is a senior-oriented rental community that will open by the end of 2020. The project will have 80 units and is financed in part with Low Income Housing Tax Credits (LIHTC). Of the 80 units, 16 will be market-rate. The newly constructed units will have kitchens equipped with a range, a refrigerator, dishwasher, garbage disposal, and microwave. Each unit will also include washer and dryer connections, ceiling fans, central heating and air-conditioning, window blinds, grab bars, and emergency pull cords. Amenities include a community room, an exercise/fitness center, a computer center, an outdoor garden, covered picnic pavilion and a medical office.

### Atlanta Job Corps Center

As described in the previous section, South Fulton will be home to Atlanta's Job Corps Center, as part of the U.S. Department of Labor's Job Corps program. The Center represents a nearly \$60 million investment in the city. The South Fulton campus is expected to be one of the top employment centers in the area. With students spending nearly 18 months in the program, the center is an opportunity to attract talent from around the region to create a pipeline for employers in South Fulton and the Atlanta metro broadly.

### **How do the skills and education of the current workforce correspond to employment opportunities in the jurisdiction?**

The Georgia Department of Labor asserts in their "Long Term Occupational Projects" that 11 out of 15 fastest growing occupations are health care related occupations. Those occupations require some degree or some level of post-secondary vocational training or On-the-Job training, while almost half require at least an Associate's Degree. The Atlanta Regional Committee forecasts that the 20 county Atlanta region will add approximately 1.6 million jobs by 2040. The healthcare and social assistance sector are expected to be the leading growth industries. While employment looks strong for the Metro-Atlanta area in regards to healthcare and social assistance, there continues to be a skills gap in this area from the employer's perspective.

### **Describe any current workforce training initiatives, including those supported by Workforce Investment Boards, community colleges and other organizations. Describe how these efforts will support the jurisdiction's Consolidated Plan.**

As mentioned earlier in the plan, South Fulton is engaged in a plethora of Workforce Development opportunities that will bolster the economy and provide a highly skilled and training pool of candidates. Some of these initiatives include: Small Business Resource Center & Incubator; South Fulton Co-working Space; City of South Fulton Career Expo; South Fulton Career Center; Atlanta Job Corps Center; and the Aerotropolis Atlanta Alliance. All efforts align with the City's Consolidated Plan by preparing residents for livable wage jobs and moving low-moderate income residents to self-sufficiency.

**Does your jurisdiction participate in a Comprehensive Economic Development Strategy (CEDS)?**

South Fulton had staff representation during the development of the Metro Atlanta Regional Economic Competitiveness Strategy (CATALYST), a regional plan that was prepared by the Atlanta Regional Commission. The plan included several jurisdictions within the City of Atlanta, Cherokee County, Clayton County, Cobb County, DeKalb County, Douglas County, Fayette County, Fulton County, Gwinnett County, Henry County and Rockdale. The strategy serves as the Comprehensive Economic Development Strategy (CEDS) in accordance with the U.S. Economic Development Administration's requirements, and as a guide for policies, programs, and investments to support economic development in the region.

**If so, what economic development initiatives are you undertaking that may be coordinated with the Consolidated Plan? If not, describe other local/regional plans or initiatives that impact economic growth.**

The 2017 Metro Atlanta Regional Economic Competitiveness Strategy identified four overarching pillars for regional prosperity, including:

- **“Engaged and employed.”** The goal of this pillar is that everyone can thrive in a robust global economy. To have a vibrant regional economy requires metro Atlanta's leaders to proactively position the region as a global business destination, collaboratively investing in the infrastructure, workforce, quality of life, and other assets that help businesses thrive. It also entails providing ample avenues for all residents to create their own businesses and re-engage in the workforce if they have disengaged.
- **“Prepared and productive.”** The goal of this pillar is that everyone is prepared to advance in a productive career and lifelong. The region must continually invest in improving educational outcomes for all residents. Ensuring successful educational outcomes starts with early childhood programs and carries through K-12, training, higher education, and adult learning – equitably in every community, in every school in the region. Offering a seamless ladder of educational opportunities aligned with, and anticipating, the needs of business is one of the most important steps to achieving CATALYST's vision.
- **“Healthy and housed.”** The goal of this pillar is that everyone has options for a healthy lifestyle and quality, affordable housing. Engaging residents in productive careers begins with ensuring that everyone has attainable opportunities to be healthy and have a home. Only after these immediate needs are met can residents effectively connect with their communities, pursue training and education, and seek jobs.
- **“Connected and resilient.”** The goal of this pillar is that everyone can connect to the people, places and information needed to have a resilient, prosperous life. Being connected to the community whether physically via transit or civically through volunteerism, cultural activities, and political processes will improve the ability of residents to personally improve their quality of life.”

The plan's strategic framework was developed in terms of these broader pillars (see Figure \_\_):

|                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|--------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>ENGAGED &amp;<br/>EMPLOYED</b>    | <ul style="list-style-type: none"> <li>Expand the regional economic development marketing alliance's activities.</li> <li>Further amplify and activate Aerotropolis Atlanta.</li> <li>Promote and expand resources available for entrepreneurs and small businesses.</li> <li>Establish an entrepreneurial platform dedicated to solving regional problems.</li> <li>Expand programs that connect corporations and MWSBEs.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>PREPARED &amp;<br/>PRODUCTIVE</b> | <ul style="list-style-type: none"> <li>Fully support Learn4Life and replicate similar cradle-to-career initiatives throughout metro Atlanta.</li> <li>Raise awareness of viable STEAM career tracks among K-12 students and their parents.</li> <li>Increase early childhood education funding and quality programming.</li> <li>Continue to expand the region's involvement in HDCl, creating sector partnerships and programming.</li> <li>Support the development of entrepreneurial thinking among the region's youth.</li> <li>Increase businesses' engagement in schools across the region.</li> <li>Address gaps in education, workforce development, and social support offerings across the region.</li> <li>Establish a collective impact approach to reengage disconnected workers across the region.</li> <li>Expand expungement programs for nonviolent criminal offenders.</li> </ul> |
| <b>HEALTHY &amp;<br/>HOUSED</b>      | <ul style="list-style-type: none"> <li>Facilitate a regional housing strategy.</li> <li>Build the capacity of nonprofits and other organizations dedicated to housing.</li> <li>Provide local governments with a toolkit to address poverty.</li> <li>Expand resources to help communities improve healthy, safe lifestyles for their residents.</li> <li>Update requirements of ARC's programs to reflect the spirit of the CATLYST Strategy.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>CONNECTED<br/>&amp; RESILIENT</b> | <ul style="list-style-type: none"> <li>Study and take action on the inheritance of poverty and its negative impacts.</li> <li>Establish an organization dedicated to advancing diverse leadership across the region.</li> <li>In a comprehensive regional approach, protect and connect future green spaces.</li> <li>Seek funding diversity for the LCI to support broader efforts.</li> <li>Expand ARC's Regional Public Art Program and similar programs.</li> <li>Increase area counties' participation in a regional transit network.</li> <li>Host regional forums to ensure the region is prepared for autonomous vehicles and other disruptors.</li> </ul>                                                                                                                                                                                                                                  |

Figure \_\_: Metro Atlanta Regional Economic Competitiveness Strategy complete strategic framework

## **MA-50 Needs and Market Analysis Discussion**

### **Are there areas where households with multiple housing problems are concentrated? (include a definition of "concentration")**

HUD defines four types of housing problems: (1) cost burden of more than 30%, (2) more than one person per room, (3) lack of complete kitchen facilities, and (4) lack of complete plumbing facilities. The HUD-provided map in Figure \_\_\_\_ shows the share of households within each census tract that have at least one of these housing problems. A concentration of households with housing needs is defined as a census tract where more than 40% of households have at least one housing need. Using this definition, there are many census tracts with a concentration of housing problems located on the south side of the city. Census tracts where more than 40% of households have a housing need are located in areas of the city predominately populated by Black residents, as shown in Figure \_\_\_\_\_. Many of these census tracts have at least one housing problem in at least 50% of all households. Areas with very high percentages of housing problems greater than 50% include tracts along the Old National corridor.

### **Are there any areas in the jurisdiction where racial or ethnic minorities or low-income families are concentrated? (include a definition of "concentration")**

South Fulton is an atypical city in that the approximately 90% of all City residents identify as Black or African American. However, there is great variation among class and educational attainment in that there are some areas of the city where the population is affluent and highly educated and other areas where low- to moderate-income families are concentrated.

### **What are the characteristics of the market in these areas/neighborhoods?**

Many of the areas in the southern part of the City experienced the greatest decline in home values and were slow to recover from the crash of the 2009 housing market. The city has a significant number of housing units that were constructed prior to 1980 and these areas are in need of revitalization and investment.

### **Are there any community assets in these areas/neighborhoods?**

There are many golf courses, lakes, parks, schools, and open green spaces around low and moderate income areas of South Fulton. The City is home to the Wolf Creek Amphitheatre, Libraries, Parks and Recreations Facilities, Fire Stations, Police Stations, Southwest Arts Center, Health Centers and Senior Centers. There are also retail nodes that exists within neighborhoods that are ripe for redevelopment purposes.

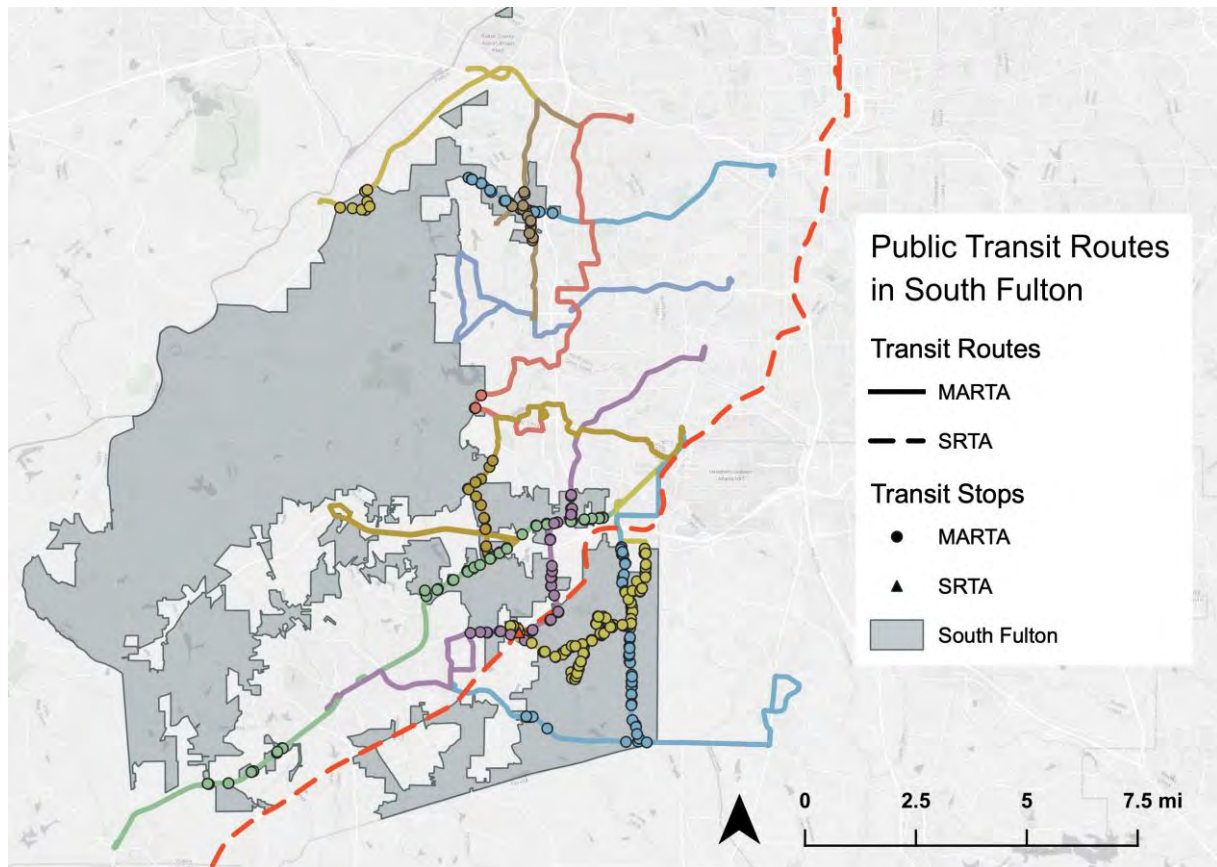


### **Are there other strategic opportunities in any of these areas?**

Access and the expansion of public transit is a key strategic opportunity for many South Fulton neighborhoods. The Metropolitan Atlanta Rapid Transit Authority (MARTA) operates several bus services throughout the city in the low-to moderate-income neighborhoods, but that connectivity can often consist of long commutes and limited employment opportunities for residents. MARTA has recently made Transit Oriented Development (TOD) a high priority and there are numerous financial incentives to bolster TOD's. Each transit station has been evaluated for development potential of being included in a master planned affordable housing component. This section examines current public transportation offerings in South Fulton. The city is served primarily by MARTA bus routes. In addition, the State Road and Tollway Authority (SRTA) operates the Xpress bus service connecting downtown Atlanta to surrounding areas; the system's Union City stop lies on the border of South Fulton.

As shown in the Figure below, public transportation access is richest in the portion of eastern South Fulton that lies south of South Fulton Parkway. MARTA's No. 82, 89, 180 181, and 189 buses make numerous stops in this area, which also contains the SRTA Xpress bus's Union City stop. All but the 180 connect to MARTA's Red and Gold light rail lines. North of South Fulton Parkway, MARTA's No. 71, 73, and 165 buses make stops in the northernmost part of the city, while the No. 66 bus makes two stops at the city's eastern edge. The No. 183 bus crosses through South Fulton briefly and stops just outside of the city's borders. Of these routes, the 71 provides direct service to central Atlanta and connects with the Red and Gold lines, while the 73, 66, and 165 buses connect to MARTA's Blue light rail line. The No. 82, 89, 180 181, 189 also make a small number of stops north of South Fulton Parkway in the eastern portion of the city. However, the western-central and southwestern portions of South Fulton contain no public transportation

Figure \_\_: Public Transit in South Fulton



Sources: Fulton County; MARTA; GA State Roadway and Toll Authority; ESRI; BAE 2019.

# Strategic Plan

## SP-05 Overview

### Strategic Plan Overview

This Strategic Plan will guide the allocation of CDBG funding during the 2020-2024 planning period to address some of the City's most critical needs. Recognizing the interrelated nature of affordable housing shortages, homeless assistance issues, service needs, poverty, the revitalization of low-income communities, and economic development activities—this plan seeks to cut across grant lines to focus more comprehensively on solutions to interconnected problems. Consolidated Plan resources alone are insufficient to solve deep-rooted and large-scale issues, but as the City plans more comprehensively for its challenges, the ability to use CDBG resources as leverage for private funding raises the possibility for significant local impact.

The budgets in this plan for CDBG will be proportionally increased or decreased from estimated funding levels to match actual allocation amounts. The increases or decreases may be applied to one or more specific activities. This plan will include backup activities that maybe funded only if sufficient funding exists or conversely, if the actual allocation is less than allocated, the activity may not be funded. This portion of the Consolidated Plan describes the City's priorities for CDBG funding, including who those resources will be allocated to geographically, how the specific projects funded by the City will address these priorities, and the outcomes that can be expected as a result.

## SP-10 Geographic Priorities – 91.215 (a)(1)

### Geographic Area

South Fulton prioritizes city-wide activities that support income eligible residents by expanding economic development and affordable housing opportunities. These investments align strategically with HUD's goals of creating communities and networks that optimize services to empower households to become self-sufficient.

## SP-25 Priority Needs - 91.215(a)(2)

### Priority Needs

Table 47. Goals for geographic priorities

|   |                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|---|-----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | Priority need               | Develop and Preserve Affordable Rental Housing                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|   | Priority level              | High                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|   | Population(s) served        | Extremely low income<br>Low income<br>Moderate income<br>Large family<br>Families with children<br>Elderly<br>People with disabilities                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|   | Geographic area(s) affected | City-wide                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|   | Associated goal(s)          | <ul style="list-style-type: none"><li>• Increase the overall supply of high-quality affordable housing options for low-moderate income families.</li><li>• Empower communities with sustainable models to address local affordable housing needs</li><li>• Invest in the preservation of Naturally Occurring Affordable Housing Stock</li><li>• Implement regulatory reforms that streamline the process for building and producing affordable housing</li><li>• Improving processes and policies that enable the city to meet reporting requirements and make data driven investments</li></ul>                                                     |
|   | Description                 | <ul style="list-style-type: none"><li>• Support the development of rental housing affordable to low- and moderate-income households, including projects located near employment, transportation, and other community resources.</li><li>• As economically feasible, consider possible opportunities to extend the useful life of existing affordable rental housing by funding acquisition and/or rehabilitation activities.</li><li>• Support the development of affordable rental housing for seniors, people with disabilities, or other special needs households, such as people who are formerly homeless or at risk of homelessness.</li></ul> |

|  |                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|--|------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|  | <b>Basis for priority</b>          | Affordable rental housing was identified as a priority need by public meeting attendees and survey takers. CHAS data analyzed for this Plan supports that housing affordability is a significant need, with 45% of all South Fulton households considered cost burdened or severely cost burdened.                                                                                                                                   |
|  | <b>Priority need</b>               | <b>Blight + Nuisance Abatement</b>                                                                                                                                                                                                                                                                                                                                                                                                   |
|  | <b>Priority level</b>              | High                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|  | <b>Population(s) served</b>        | Extremely low income<br>Low income<br>Moderate income<br>Large families<br>Families with children<br>Elderly<br>People with disabilities                                                                                                                                                                                                                                                                                             |
|  | <b>Geographic area(s) affected</b> | City-wide                                                                                                                                                                                                                                                                                                                                                                                                                            |
|  | <b>Associated goal(s)</b>          | <ul style="list-style-type: none"> <li>• Use federal funds to assist low-moderate income homeowners with limited rehab and repair programs.</li> <li>• Anti-displacement strategy for legacy residents that feel market pressures are pushing them out of their communities</li> <li>• Improving processes and policies that enable the city to meet reporting requirements and make data driven investments</li> </ul>              |
|  | <b>Description</b>                 | <ul style="list-style-type: none"> <li>• Preserve the existing affordable housing stock and help homeowners avoid displacement due to repair costs by assisting income-eligible homeowners with housing repairs, possibly to include major systems repairs and accessibility improvements.</li> </ul>                                                                                                                                |
|  | <b>Basis for priority</b>          | Participants frequently described the need for programs to assist homeowners, particularly seniors, with the cost of home repairs. This is seen by many of these stakeholders as a matter of health and safety, and also as a means to preserve the livability of existing affordable units, preventing displacement. The city's code enforcement inventory of blighted properties amplifies how great this need is in South Fulton. |
|  | <b>Priority need</b>               | <b>Public Facilities, Facility Improvements, and Public Infrastructure</b>                                                                                                                                                                                                                                                                                                                                                           |
|  | <b>Priority level</b>              | High                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|  | <b>Population(s) served</b>        | Extremely low income<br>Low income<br>Moderate income<br>People with physical disabilities<br>Non-housing community development                                                                                                                                                                                                                                                                                                      |
|  | <b>Geographic area(s) affected</b> | City-wide                                                                                                                                                                                                                                                                                                                                                                                                                            |
|  | <b>Associated goal(s)</b>          | <ul style="list-style-type: none"> <li>• Respond to community development needs in a holistic and comprehensive way.</li> <li>• Improving processes and policies that enable the city to meet reporting requirements and make data driven investments</li> </ul>                                                                                                                                                                     |
|  | <b>Description</b>                 | <ul style="list-style-type: none"> <li>• Fund infrastructure improvements and public facilities such as street, road, and sidewalk improvements, community centers, ADA accessibility improvements, and healthcare facilities in income-eligible areas.</li> </ul>                                                                                                                                                                   |

|  |                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|--|------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|  |                                    | <ul style="list-style-type: none"> <li>Assist community service organizations in improving their physical structures to meet the organization's goals for serving low- and moderate-income households, homeless people, and other special needs populations.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|  | <b>Basis for priority</b>          | Survey respondents emphasized that street, road, and sidewalk improvements, community centers, ADA accessibility improvements, and healthcare facilities are the greatest public facility and infrastructure needs.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|  | <b>Priority need</b>               | <b>Fair Housing, Housing Counseling, and Legal Services</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|  | <b>Priority level</b>              | Medium                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|  | <b>Population(s) served</b>        | Extremely low income<br>Low income<br>Moderate income<br>Middle income<br>People with disabilities<br>Victims of domestic violence                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|  | <b>Geographic area(s) affected</b> | City-wide                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|  | <b>Associated goal(s)</b>          | <ul style="list-style-type: none"> <li>Collect data to inform the City's Analysis of Impediments draft.</li> <li>Reduce the incidences of housing discrimination among low-moderate income residents</li> <li>Provide mechanisms that make it easier for residents to report fair housing violations</li> <li>Improving processes and policies that enable the city to meet reporting requirements and make data driven investments</li> </ul>                                                                                                                                                                                                                                                                           |
|  | <b>Description</b>                 | <ul style="list-style-type: none"> <li>Provide assistance to eligible households, with a focus on people with limited English proficiency, which may include but not be limited to:</li> <li>Foreclosure prevention.</li> <li>Consumer education and awareness around predatory lending fraudulent mortgages, and other housing scams.</li> <li>Pre- and post-home purchase counseling for income-eligible households.</li> <li>Fair housing education services to help residents, community organizations, and housing providers understand fair housing rights and responsibilities.</li> <li>Use of the Council Districts and City Communications channels to provide information on fair housing services</li> </ul> |
|  | <b>Basis for priority</b>          | Research suggests a continued need for counseling and legal services for low- and moderate-income households, including those targeted for predatory housing scams and those most at-risk of housing discrimination.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|  | <b>Priority need</b>               | <b>Economic Development and Small Business Incentives</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|  | <b>Priority level</b>              | High                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|  | <b>Population(s) served</b>        | Extremely low income<br>Low income<br>Moderate income<br>Non-housing community development                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |

|                                    |                                                                                                                                                                                                                                                                                                                                                                                                  |
|------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Geographic area(s) affected</b> | City-wide                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>Associated goal(s)</b>          | <ul style="list-style-type: none"> <li>• Support Small Business Revolving Loan Fund</li> <li>• Increased access to capital for minority and women owned businesses to reduce income inequality and stimulate job growth</li> <li>• Promote economic opportunity by encouraging self-sufficiency and financial stability</li> <li>• Commercial Rent stabilization program.</li> </ul>             |
| <b>Description</b>                 | <ul style="list-style-type: none"> <li>• Collaborate with other departments, agencies, and stakeholders to identify approaches for incentivizing small businesses, addressing deteriorating economic conditions in neighborhoods and corridors, and creating and implementing economic development plans for low- and moderate-income areas, including those with existing LCI plans.</li> </ul> |
| <b>Basis for priority</b>          | <ul style="list-style-type: none"> <li>• Data from the City's Economic Development strategic plan suggests that there is a strong desire to support local small businesses.</li> </ul>                                                                                                                                                                                                           |
| <b>Priority need</b>               | <b>Blight Reduction + Nuisance Abatement Program Demolition</b>                                                                                                                                                                                                                                                                                                                                  |
| <b>Priority level</b>              | High                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>Population(s) served</b>        | Extremely low income<br>Low income<br>Moderate income<br>Non-housing community development                                                                                                                                                                                                                                                                                                       |
| <b>Geographic area(s) affected</b> | City-Wide                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>Associated goal(s)</b>          | <ul style="list-style-type: none"> <li>• Advance neighborhood revitalization goals through innovative practices that add to the safety and stability of the community.</li> <li>• Improving processes and policies that enable the city to meet reporting requirements and make data driven investments</li> </ul>                                                                               |
| <b>Description</b>                 | <ul style="list-style-type: none"> <li>• Non-housing community development activities that eliminate blight, including code enforcement, demolition, acquisition, and redevelopment.</li> <li>• Assist in the demolition of dilapidated structures to arrest the spread of blight in low- and moderate-income areas as needed.</li> </ul>                                                        |
| <b>Basis for priority</b>          | The survey identified redevelopment or demolition of abandoned properties and increased code enforcement efforts as high-level needs in the City. Focus group participants also described the need for investments to improve deteriorating neighborhoods.                                                                                                                                       |
|                                    |                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>Priority need</b>               | <b>Disaster Preparedness &amp; Emergency Management</b>                                                                                                                                                                                                                                                                                                                                          |
| <b>Priority level</b>              | High                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>Population(s) served</b>        | Extremely low income<br>Low income<br>Moderate income<br>Non-housing community development                                                                                                                                                                                                                                                                                                       |

|  |                                    |                                                                                                                                                                                                                                                                                                                         |
|--|------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|  | <b>Geographic area(s) affected</b> | City-wide                                                                                                                                                                                                                                                                                                               |
|  | <b>Associated goal(s)</b>          | <ul style="list-style-type: none"> <li>To assist the city is planning and preparing for disaster events that are likely to have a disproportionate effect of low-moderate income household.</li> <li>Minimize the recovery time and efforts of communities impacted by natural disasters.</li> </ul>                    |
|  | <b>Description</b>                 | To provide personal protective equipment, food to vulnerable populations and training to first responders and fire fighters to minimize the recovery time and efforts of communities impacted by natural disasters. Provide for testing of low-moderate income residents to reduce transmission of infectious diseases. |
|  | <b>Basis for priority</b>          | The COVID-19 global pandemic was an immediate shock to our city and cities across the nation. With reductions in taxes, city's need resources to successfully plan, manage and mitigate the compounding affects of natural disasters.                                                                                   |
|  | <b>Priority need</b>               | <b>Program Administration</b>                                                                                                                                                                                                                                                                                           |
|  | <b>Priority level</b>              | High                                                                                                                                                                                                                                                                                                                    |
|  | <b>Population(s) served</b>        | All                                                                                                                                                                                                                                                                                                                     |
|  | <b>Geographic area(s) affected</b> | Citywide                                                                                                                                                                                                                                                                                                                |
|  | <b>Associated goal(s)</b>          | <ul style="list-style-type: none"> <li>Program Administration</li> <li>Improving processes and policies that enable the city to meet reporting requirements and make data driven investments</li> </ul>                                                                                                                 |
|  | <b>Description</b>                 | <ul style="list-style-type: none"> <li>Program administration costs and carrying charges related to the planning and execution of community development, housing, and homelessness activities assisted with funds provided under the CDBG program.</li> </ul>                                                           |
|  | <b>Basis for priority</b>          | Necessary program administration costs associated with the coordination and delivery of services to Atlanta residents.                                                                                                                                                                                                  |

## General Allocation Priorities

### Describe the basis for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA)

Area-benefit projects under the South Fulton Community Development Block Grant program (CDBG) are located city-wide. Over the next five years, South Fulton's community development efforts will be concentrated on priority of need for services based on eligibility, availability of funds, and readiness to proceed. Emphasis, however, will be placed on increasing the quality of standard housing units in the southern part of the City while increasing the number of affordable workforce housing units and affordable units for seniors in the northern part of the City.



## SP-30 Influence of Market Conditions – 91.215 (b)

### Influence of Market Conditions

**TABLE 48 – INFLUENCE OF MARKET CONDITIONS**

| <b>Affordable Housing Type</b>        | <b>Market Characteristics that will influence the use of funds available for housing type</b>                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|---------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Tenant Based Rental Assistance (TBRA) | High level of cost burdens among low-income households; waiting lists for assisted housing units; and need for short-term rental assistance for homeless individuals and families transitioning to permanent housing. Currently, TBRA is provided through HUD's Section 8 Housing Choice Voucher program administered through local housing authorities, with about 7,167 vouchers in use within the City of Atlanta. The City would like to use CDBG and/or HOME funds to establish a TBRA program over the next five years. |
| TBRA for Non-Homeless Special Needs   | High level of cost burdens among low-income households, including non-homeless special needs populations; waiting lists for assisted housing units for seniors and people with disabilities. The City would like to use CDBG and/or HOME funds to establish TBRA over the next five years.                                                                                                                                                                                                                                    |
| New Unit Production                   | Age and condition of housing; waiting lists at existing assisted housing developments; high occupancy rates and rental rates; sales prices unaffordable to low/moderate income households. The City of South Fulton intends to use HUD grant funding to support new affordable housing development over the next five years.                                                                                                                                                                                                  |
| Rehabilitation                        | Age and condition of housing; issues related to substandard housing, especially for low-income renters; need for home repairs for seniors and other homeowners, including lead-based paint remediation. The City of South Fulton intends to use HUD grant funding to support rehabilitation of affordable homeowner and rental housing over the next five years.                                                                                                                                                              |
| Acquisition, including preservation   | Subsidized housing developments anticipated to age out of their affordability period; age, condition, and availability of multifamily properties suitable for acquisition/rehabilitation; vacant/hazardous buildings identified through code enforcement. The City of South Fulton will use HUD grant funds for acquisition and/or preservation of affordable housing over the next five years.                                                                                                                               |

**Table 45 – Influence of Market Conditions**

## **SP-35 Anticipated Resources - 91.215(a)(4), 91.220(c)(1,2)**

### **Introduction**

The table below shows the City's anticipated grant funding for the 2021 program year, along with an estimate of anticipated grant funding for the remaining years covered by this Consolidated Plan. The estimates for CDBG assume the same level funding over the final four years of the Consolidated Plan. To ensure that our programs align strategically with HUD funding the City will utilize the pre-award method to ensure continuity of services to our partners.

§ 200.458. Pre-award costs are those incurred prior to the effective date of the Federal award directly pursuant to the negotiation and in anticipation of the Federal award where such costs are necessary for efficient and timely performance of the scope of work. Such costs are allowable only to the extent that they would have been allowable if incurred after the date of the Federal award and only with the written approval of the Federal awarding agency.

The ESG, HOPWA and HTF program regulations do not contain program-specific language establishing pre-award cost requirements for those programs; the CDBG and HOME program regulations do contain pre-award cost requirements unique to those programs. (However, the HOME requirements apply only to certain types of pre-award costs.) The following guidance applies to all five programs. Additionally, guidance unique to each separate program is provided below.

The Part 91 Consolidated Plan regulations make distinctions between a "proposed Plan" and "a Plan". Most notably, 24 CFR 91.105(b) and 91.115(b) describe the citizen participation requirements for a grantee's proposed Plan. For purposes of this Notice regarding pre-award costs, HUD considers a grantee's Plan to have moved from being "a proposed Plan" to being "a Plan" once a grantee has completed the publication, public hearing and public comment requirements at 24 CFR 91.105(b)(2), (3) and (4) or 91.115(b)(2), (3) and (4), and has developed its written summary of comments received pursuant to 24 CFR 91.105(b)(5) or 91.115(b)(5).

To minimize additional workload on grantees and HUD field offices, this Notice establishes the following procedures implementing the 2 CFR 200.458 requirements cited above. This Notice provides HUD approval to incur pre-award costs if and when the grantee completes the following documentation in its local files:

1. The grantee documents that the costs incurred prior to grant award are necessary for efficient and timely performance of the activity in question.
2. The grantee documents that the costs are for eligible activities under the regulations for the applicable funding program;

3. The grantee documents that the grantee has complied with all other requirements for pre-award costs under the regulations for the applicable funding program or as described below;
4. The activity for which costs will be incurred is included in a Consolidated Plan/Action Plan;
5. The grantee documents completion of its citizen participation process by including in its files a written, dated summary of citizen participation comments received on its Plan, pursuant to 24 CFR 91.105(b)(5) or 91.115(b)(5) as applicable.

If the grantee's files contain all other necessary documentation supporting the costs (described below for each program), the date of HUD approval for pre-award costs is the date of the written summary of citizen participation comments, or the grantee's program year start date, whichever is later. The city notes, that Pre-award costs are incurred at the grantee's own risk because reimbursement is contingent upon the availability of appropriated funds for FY 2019 in addition to the applicable provisions listed in this section.

#### B. Additional Provisions: Entitlement CDBG Program

The Entitlement CDBG program regulations specify, at 24 CFR 570.200(h), the situations under which a grantee may incur costs prior to the effective date of its grant agreement. The provisions of this Notice will affect how grantees comply with the pre-award cost reimbursement requirements.

1. 24 CFR 570.200(h) defines the effective date of a grantee's agreement as the grantee's program year start date or the date that the Consolidated Plan/Action Plan is received by HUD (whichever is later). Under the provisions of this Notice, a grantee's Action Plan may not be submitted to (and thus received by) HUD until several months after the grantee's program year start date. This may negatively affect grantees' ability to incur pre-award costs.
2. Therefore, HUD has issued a waiver of 24 CFR 570.200(h) to the extent necessary to implement the following requirement: the effective date of a grantee's FY 2019 grant agreement will be considered to be the earlier of the grantee's program year start date or the date that the Consolidated Plan/Action Plan (with actual allocation amounts) is received by HUD. Attachment A contains the HUD memorandum authorizing this waiver. This waiver is applicable to any Entitlement CDBG grantee seeking to incur pre-award costs, whose Action Plan submission is delayed past the normal submission date because of delayed enactment of FY 2019 appropriations for the Department. An affected community applying this waiver shall document in writing the conditions giving rise to the need to use this waiver, and maintain the documentation for HUD's review. Grantees' authority to make use of this waiver is only in effect until August 16, 2019, as that is the last date that a grantee may submit its FY 2019 Action Plan.

3. 24 CFR 570.200(h)(1)(i) requires that the activity for which the costs are being incurred must be included in a Consolidated Plan/Action Plan prior to the costs being incurred; grantee compliance with steps 4 and 5 under the general pre-award cost provisions above will meet that requirement. However, grantees must also comply with §570.200(h)(1)(ii), which further specifies that the Plan must advise citizens of the extent to which the pre-award costs will affect future grants. CDBG grantees intending to incur pre-award costs are cautioned that option b. described in Section IV above is not likely to be a feasible alternative for them. HUD advises any Entitlement CDBG grantee intending to incur pre-award costs to follow the process described in Section IV. a. above; in doing so, the grantee will need to ensure that it has met the citizen participation and notification requirements above.

4. Pursuant to § 570.200(h)(1)(iii) and § 570.604, the costs and corresponding activities must comply with the environmental review requirements at 24 CFR Part 58.

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## Anticipated Resources

| Program | Source of Funds  | Uses of Funds                                                                                                                                | Expected Amount Available Year 1 |                       |                             |              | Expected Amount Available Remainder of ConPlan | Narrative Description                                                                                                                                                        |
|---------|------------------|----------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|-----------------------|-----------------------------|--------------|------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|         |                  |                                                                                                                                              | Annual Allocation:<br>\$         | Program Income:<br>\$ | Prior Year Resources:<br>\$ | Total:<br>\$ |                                                |                                                                                                                                                                              |
| CDBG    | public - federal | Acquisition<br>Admin and Planning<br>Economic Development<br>Housing<br>Public Improvements<br>Public Services<br><br>Emergency Preparedness | \$500,000                        | 0                     | 0                           |              | \$500,000                                      | CDBG funds will be used to support planning, economic development, homeowner housing rehabilitation, demolition, public services, public facilities and public improvements. |

Table 46 - Anticipated Resources

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

The city of South Fulton, Department of Community Development and Regulatory Affairs is exploring options for leveraging housing and economic development activities. The city is seeking to use the Section 108 Loan Guarantee Program (Section 108) to provide the city of South Fulton with the ability to leverage their annual grant allocation to access low-cost, flexible financing for economic development, housing, public facility, and infrastructure projects. The City will explore using Section 108 guaranteed loans to either finance specific projects or to launch loan funds to finance multiple projects over several years.

Section 108's unique flexibility and range of applications makes it an invaluable and important public investment tools that HUD offers. The city of Atlanta will use Section 108 to catalyze private economic activity in underserved areas in city or to fill a financing gap. Our strategy will be to utilize the program's flexible repayment terms for layering with other sources of community and economic development financing including, but not limited to, New Markets Tax Credits (NMTC), Low Income Housing Tax Credits (LIHTC), and Opportunity Zone equity investments. The City of Atlanta will follow regulations governing the Section 108 program found at 24 CFR 570, Subpart M, Loan Guarantees.

**If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan**

CDBG funding will be used to develop public facilities for public purposes using existing public owned properties to include parks, recreational facilities and community centers in low to moderate income areas of the County. Sidewalks, including accessibility improvements for sidewalks and curbs, may be installed in these areas, especially in locations with high pedestrian usage such as routes commonly used by school children or by persons walking to public transportation and shopping.

**Discussion**

CDBG funds will be used to carry out activities related to Acquisition, Administration and Planning, Housing, Public Improvements, Economic Development and Public Services.

## SP-40 Institutional Delivery Structure – 91.215(k)

Explain the institutional structure through which the jurisdiction will carry out its consolidated plan including private industry, non-profit organizations, and public institutions.

| Responsible Entity                                           | Responsible Entity Type  | Role                                                                                                                        | Geographic Area Served        |
|--------------------------------------------------------------|--------------------------|-----------------------------------------------------------------------------------------------------------------------------|-------------------------------|
| City of South Fulton                                         | Government               | Economic Development<br>Affordable Housing<br>Planning<br>Neighborhood Improvements<br>Public facilities<br>Public services | COSF Jurisdiction (City-wide) |
| Housing Authority of Fulton County                           | PHA                      | Public Housing                                                                                                              | Fulton County Jurisdiction    |
| Atlanta Housing Authority                                    | PHA                      | Public Housing                                                                                                              | City of Atlanta Jurisdiction  |
| City of Atlanta Department of Grants & Community Development | PHA                      | Public Housing                                                                                                              | City of Atlanta Jurisdiction  |
| Metro Fair Housing Services, Inc.                            | Non-profit organizations | public services                                                                                                             | COSF Jurisdiction (City-wide) |
| Atlanta Legal Aid Society, Inc.                              | Non-profit organizations | Homelessness                                                                                                                | COSF Jurisdiction (City-wide) |
| Fulton County and City of Atlanta Continuum of Care (CoC's)  | Non-profit organizations | Homelessness<br><br>Public Services                                                                                         | Regional Jurisdiction         |

**Table 47 - Institutional Delivery Structure**  
**Assess of Strengths and Gaps in the Institutional Delivery System**

### Strengths:

- Partnering with non-profit agencies/developers
- Partnering with local municipalities
- Forging relationships with partners to share ideas, problem-solve, and strategize community best practices
- Partnering with other agencies, City Departments, Housing Authority's and Community Based Organizations
- Developing new partnerships

Gaps:

- Partnerships to save at-risk affordable housing stock
- Capacity of non-profit organizations
- Improving communication and coordination with internal and external customers for programs administered through different agencies

**Availability of services targeted to homeless persons and persons with HIV and mainstream services**

| Homelessness Prevention Services        | Available in the Community | Targeted Homeless | Targeted to People with HIV |
|-----------------------------------------|----------------------------|-------------------|-----------------------------|
| <b>Homelessness Prevention Services</b> |                            |                   |                             |
| Counseling/Advocacy                     | X                          | X                 | X                           |
| Legal Assistance                        | X                          | X                 | X                           |
| Mortgage Assistance                     | X                          | X                 | X                           |
| Rental Assistance                       | X                          | X                 | X                           |
| Utilities Assistance                    | X                          | X                 | X                           |
| <b>Street Outreach Services</b>         |                            |                   |                             |
| Law Enforcement                         | X                          | X                 |                             |
| Mobile Clinics                          | X                          | X                 |                             |
| Other Street Outreach Services          | X                          | X                 |                             |
| <b>Supportive Services</b>              |                            |                   |                             |
| Alcohol & Drug Abuse                    | X                          | X                 | X                           |
| Child Care                              | X                          | X                 | X                           |
| Education                               | X                          | X                 | X                           |
| Employment and Employment Training      | X                          | X                 | X                           |
| Healthcare                              | X                          | X                 | X                           |
| HIV/AIDS                                | X                          | X                 | X                           |
| Life Skills                             | X                          | X                 | X                           |
| Mental Health Counseling                | X                          | X                 | X                           |
| Transportation                          | X                          | X                 | X                           |
| <b>Other</b>                            |                            |                   |                             |
|                                         | X                          | X                 | X                           |

**Table 48 - Homeless Prevention Services Summary**

**Describe how the service delivery system including, but not limited to, the services listed above meet the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth)**

The City will lean on the Fulton County and the City of Atlanta by making referrals to their agencies to help combat the causes of homelessness. We will also find ways to leverage our funding and relationships with



non-profit organizations that provide services that assist individuals in achieving self-sufficiency. The following are areas of focus for the Continuum of Services:

- Outreach and assessment to identify the needs of individuals and families and to connect them to facilities and services;
- Emergency shelter as a safe, decent alternative to life on the streets of the community;
- Transitional housing with various supportive services
- Permanent housing or permanent supportive housing.
- Employment training and accessing mainstreams benefits

#### Emergency Shelters

- Another Chance operates an emergency shelter for single females located in South Fulton County. This shelter has a bed capacity of eight (8).
- The Partnership Against Domestic Violence operates an emergency shelter for battered women located in South Fulton County. This shelter has a bed capacity of forty-one (41).
- The Fulton County Housing & Community Development Department operates Jefferson Place Men's Emergency Shelter. This shelter has a bed capacity of 150. The shelter is operated within the City of Atlanta.

#### **Describe the strengths and gaps of the service delivery system for special needs population and persons experiencing homelessness, including, but not limited to, the services listed above**

South Fulton will work with our partners in the community to collaborate on projects to ensure that chronically homeless individuals and families are housed and provided necessary supportive services. The collaborating agencies will coordinate funding and resources to make additional permanent housing beds available for the chronically homeless community. Efforts include increasing outreach to chronically homeless families and veterans and streamlining the assessment and referral process for programs that serve the homeless.

South Fulton will lean on the strength of the service delivery system that currently exists within the metro Atlanta area. Urban areas are often identified as a critically important resources within the community in ending homelessness. Because urban areas tend to have higher instances of homelessness— HUD provides participating jurisdictions an opportunity to make substantial local progress toward ending homelessness. Due to this recognition, HUD also provides technical assistance resources aimed at guiding the City's planning efforts toward ending homelessness in our community. The City acknowledges that as a new City we have a tremendous service gap for the special needs populations and need additional resources to assess our homeless conditions and build an effective ecosystem to support this vulnerable population.

#### **Provide a summary of the strategy for overcoming gaps in the institutional structure and service delivery system for carrying out a strategy to address priority needs**

South Fulton employs a strategic partnership and leveraging strategy to implement the Consolidated Plan activities. This method brings together a variety of entities with the most appropriate skills to address the City's most critical needs which include: Blight Reduction, Affordable Housing, Public Infrastructure Needs, Community Facilities, Public Services, Disaster Preparedness, and Economic Development for low- and moderate-income persons. The role of City's Department of Community Development and Regulatory Affairs (CDRA) is to initiate strategic planning for the development of viable urban communities, identify viable HUD eligible projects, gather community input and provide implementation support to user departments and subrecipients of CDBG funding. CDRA is also responsible for certifying consistency with the Consolidated Plan for any housing-related activities receiving HUD funds.

In collaborating with the Continuum of Care (CoC) and with guidance from HUD, South Fulton will map our service delivery system. Through this process, South Fulton will identify and eliminate gaps in the institutional structure and delivery system. The City will approach both Fulton County and City of Atlanta CoC's to explore the possibility of data sharing agreements that will provide the City access to HMIS data for the homeless populations. This data will better posture the city to make data driven investments that align with the Consolidated Plan.

All City partners will have a role in the implementation of the Consolidated Plan programs and activities. As a new City, most of our initial funding will be used internally by user departments such as Code Enforcement, Economic Development, Public Works, Fire, and Parks. A small amount of the City's CDBG funds will be used to conduct an Affordable Housing Study and to Affirmatively Further Fair Housing activities.

## SP-45 Goals Summary – 91.215(a)(4)

### Goals Summary Information

| Sort Order | Goal Name                                                           | Start Year | End Year | Category                          | Geographic Area                                                    | Needs Addressed                                                                    | Funding         | Goal Outcome Indicator                                                                |
|------------|---------------------------------------------------------------------|------------|----------|-----------------------------------|--------------------------------------------------------------------|------------------------------------------------------------------------------------|-----------------|---------------------------------------------------------------------------------------|
| 1          | Blight Reduction and Neighborhood Revitalization                    | 2020       | 2024     | Non-Housing Community Development | City-wide                                                          | Affordable Housing Access and Support                                              | CDBG: \$125,000 | Public service activities other than Low-Moderate Income Housing Benefit 50 residents |
| 2          | Public Facilities, Facility Improvements, and Public Infrastructure | 2020       | 2024     | Non-Housing Community Development | City-wide                                                          | Community Facilities, Infrastructure<br><br>Parks & Recreation<br><br>Public Works | CDBG: \$50,000  | Area Benefit to 2500 residents                                                        |
| 3          | Economic Development and Small Business Incentives                  | 2020       | 2024     | Non-Housing Economic Development  | City-wide<br><br>CDIA<br><br>Community Development Investment Area | Economic Development Area Benefit<br><br>Job Creation                              | CDBG: \$150,000 | Benefit to 50 businesses                                                              |

| Sort Order | Goal Name                                             | Start Year | End Year | Category                          | Geographic Area | Needs Addressed                       | Funding                        | Goal Outcome Indicator                                                                                     |
|------------|-------------------------------------------------------|------------|----------|-----------------------------------|-----------------|---------------------------------------|--------------------------------|------------------------------------------------------------------------------------------------------------|
| 4          | Fair Housing, Housing Counseling, and Legal Services  | 2020       | 2024     | Affordable Housing                | City-wide       | Affordable Housing Access and Support | CDBG: \$25,000                 | Provide legal services for 100 Low-Moderate income persons to avoid eviction,                              |
| 5          | Disaster Preparedness & Emergency Management Response | 2020       | 2024     | Non-Housing Community Development | City-wide       | Affordable Housing Access and Support | CDGB: \$25,000                 | Emergency Management Supplies, PPE, food for vulnerable populations: Seniors & Low-Moderate Income Persons |
| 6          | Planning & Administration                             | 2020       | 2024     | Planning                          |                 |                                       | CDGB: \$100,000<br>HOME: \$TBD |                                                                                                            |

**Table 49 – Goals Summary**

## FY2020 – 2024 PRIORITIES, FUNDING, and CONSIDERATIONS

- Blight Reduction and Neighborhood Revitalization
- Public Facilities, Facility Improvements, and Public Infrastructure
- Economic Development and Small Business Incentives
- Fair Housing, Housing Counseling, and Legal Services
- Affordable Housing Supply and Support
- Disaster Preparedness & Emergency Management Response
- Planning & Administration

### Goal Descriptions

|   |                  |                                                                                                     |
|---|------------------|-----------------------------------------------------------------------------------------------------|
| 1 | Goal Name        | Blight Reduction and Neighborhood Revitalization                                                    |
|   | Goal Description | Public service activities other than Low/Moderate Income Housing Benefit:<br>Blight/Slum Demolition |
| 2 | Goal Name        | Public Facilities, Facility Improvements, and Public Infrastructure                                 |
|   | Goal Description | Area Benefit to 50 residents                                                                        |
| 3 | Goal Name        | Economic Development and Small Business Incentives                                                  |
|   | Goal Description | Benefit to 50 businesses                                                                            |
| 4 | Goal Name        | Fair Housing, Housing Counseling, and Legal Services                                                |
|   | Goal Description | Provide legal services for 100 Low-Moderate income persons to avoid eviction                        |

|   |                         |                                                                                                            |
|---|-------------------------|------------------------------------------------------------------------------------------------------------|
| 5 | <b>Goal Name</b>        | Affordable Housing Supply and Support                                                                      |
|   | <b>Goal Description</b> | Affordable Housing Planning                                                                                |
| 6 | <b>Goal Name</b>        | Disaster Preparedness & Emergency Management Response                                                      |
|   | <b>Goal Description</b> | Emergency Management Supplies, PPE, food for vulnerable populations: Seniors & Low-Moderate Income Persons |
| 7 | <b>Goal Name</b>        | Planning & Administration                                                                                  |
|   | <b>Goal Description</b> | Federal Program planning and administration support.                                                       |

**Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.315(b)(2)**

South Fulton has not received notification from HUD that the city will receive HOME funding. Therefore, this section does not apply.

**SP-50 Public Housing Accessibility and Involvement – 91.215(c)****Need to Increase the Number of Accessible Units (if Required by a Section 504 Voluntary Compliance Agreement)**

Not Applicable

**Activities to Increase Resident Involvements**

The City of South Fulton created a Citizen Participation Plan for the purpose of bolstering resident involvement. The City will continue to engage residents regularly regarding the use of federal dollars.

**Is the public housing agency designated as troubled under 24 CFR part 902?**

No

**Plan to remove the ‘troubled’ designation**

The Housing Authority of Fulton County nor the Atlanta Housing Authority is not designated as “troubled”

## **SP-55 Barriers to affordable housing – 91.215(h)**

### **Barriers to Affordable Housing**

The impact of local government codes, zoning regulations, and administrative procedures on housing affordability has been a recurring theme in the national debate around affordable housing. It is historically one of the major policy levers that local governments can use to influence the supply of housing. Land prices contribute substantially to development costs. Sound tax policy, efficient permitting processes, and incentives are all indirect methods that jurisdictions can use to reduce the cost of building affordable housing. South Fulton recently undertook a Zoning Rewrite process to update a 50+ year old code and create a more accessible and user-friendly zoning ordinance. This Ordinance will help developers quickly identify parcel uses and the document is aligned with the North American Industry Classification System (NAICS). NAICS is a standardized classification system for businesses and our new Zoning Ordinance uses this system to help businesses understand what industries are allowed in the COSF. These process improvements will help South Fulton establish itself as a thought leader among innovative practices that reduce barriers to affordable housing for the residents who need it and the developers that build it.

#### **South Fulton's Objective:**

To reduce the regulatory barriers by providing an efficient and streamlined process for the development and maintenance of affordable housing.

#### **Obstacles:**

As with any jurisdiction taxes are the largest revenue generator for local municipalities and this often translates into a sizable component of the maintenance and operation of a home. Therefore, providing tax benefits can enhance the feasibility of affordable housing developments. The City recognizes that taxation can penalize long-term, low-income residents (especially the elderly) and others needing affordable housing. Political realities, the slow response rate of bureaucracies, and lack of cooperation between jurisdictions poses major obstacles to altering public policies that affect the provision of affordable housing.

South Fulton is committed to making decent affordable housing available to all the residents of the City. A wide variety of policy and program initiatives are available to the City as we move toward this goal. Policy tools such as Urban Enterprise Zones and the Creation of Tax Allocation Districts serve as economic development incentives that can spur affordable housing production. Additionally, as a new City with Bonding capacity, the City is better positioned to offer incentives to developers that produce high quality affordable housing. These local incentives can be layered and leveraged with other tools such as Low Income Housing Tax Credits (LIHTC) from the state Department of Community Affairs to dramatically improve supply of affordable housing.

As a new jurisdiction, the City has not completed an Analysis of Impediments (AI) document yet. However, both the City of Atlanta and Fulton County recently collaborated on this document and many of the



impediments identified in that study overlap with South Fulton. The AI document recognizes the various impediments to fair housing and the action steps needed to address them. Although many barriers to affordable housing are beyond governmental control, several factors affecting housing costs can be identified at the government level. The primary barriers to affordable housing identified in these studies are thematic and involve a few of the items listed below:

- Limited credit available to buyers
- Strict underwriting standards that disqualify potential low-income buyers
- Lack of information about down payment assistance programs
- Land costs
- Local building codes and zoning regulations
- Lack of incentive programs for private investments
- Overall reduction of federal funded programs

### **Strategy to Remove or Ameliorate the Barriers to Affordable Housing**

The City's strategy to remove or ameliorate barriers to affordable housing include designing and implementing programs that promote a stable living environment and reduce dependency.

- Provide funding for HUD-approved counseling agencies and legal services to prevent residents from the compounding effects of eviction.
- Focus on Blight/Slum reduction strategies that discourage negative activities that bring down property values.
- Pass legislation that holds landlords accountable for property maintenance and upkeep.
- Continue to educate residents about their housing rights.
- Make referrals to local CoC's to ensure residents get connected to appropriate resources to ensure that incidents of homelessness are brief and non-recurring.
- Provide adequate local incentives to developers to increase housing supply.

## **SP-60 Homelessness Strategy – 91.215(d)**

### **Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

Members of the CoC and service other homeless service providers in Atlanta reach out to homeless persons, including unsheltered persons, through street outreach, needs assessment, case management, and service navigation and provision. Agencies like HOPE Atlanta, Mercy Care, and Intown Collaborative Ministries provide street outreach to homeless persons, and ClearPath Coordinated Entry at the Gateway Center provides a coordinated process for connecting individuals and families who are homeless to housing and services. Partners for HOME will also continue providing support for annual point-in-time homeless counts.

### **Addressing the emergency and transitional housing needs of homeless persons**

The City of South Fulton will work to become an active member of the Atlanta Continuum of Care. The City will make referrals to appropriate agencies within the CoC network such as:

- 3 Keys Housing First Program, which provides services for formerly homeless men and women residing in supportive housing.
- Covenant House Georgia, which provides facility-based emergency housing and transitional housing with supportive services for youth living with HIV/AIDS.
- Gilgal, Inc., which provides a 25-bed transitional housing program that serves homeless women in substance abuse recovery, drug treatment, counseling, case management, medical assessments, and job readiness.
- HOPE Atlanta Airport Coordinated Entry and Outreach Program, which provides financial assistance for access to emergency shelter in motel/hotels and case management with access to rapid re-housing services.
- Community Advanced Practice Nurses, which provides free clinics for children who are homeless, immunizations, school physicals, development assessment, prescription medication, pediatric mental health services, and sick/well child-care at various partner shelters.
- Additional service providers addressing the emergency and transitional housing needs of homeless persons in the City of Atlanta include Atlanta Mission, Atlanta Recovery Center, Georgia Works, City of Refuge, Atlanta City Baptist Rescue Mission, Solomon's Temple Foundation, The Salvation Army, Covenant House of Georgia, 24/7 Gateway, and Veterans Empowerment Organization, among others.

**Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again.**

South Fulton will support a Housing First model that prioritizes permanent housing and offers case management and other support services to income eligible residents. Through referrals to multiple organizations and agencies, the city will connect residents to services specifically designated to support people experiencing homelessness in transitioning to permanent housing, including permanent supportive housing and rapid rehousing services. These agencies include: the Atlanta Housing Authority (VASH program), Community Concerns, Another Chance of Atlanta, National Church Residences, 3 Keys, Action Ministries, Families First, Atlanta Center for Self Sufficiency, and HOPE Atlanta, among others.

**Help low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families who are likely to become homeless after being discharged from a publicly funded institution or system of care, or who are receiving assistance from public and private agencies that address housing, health, social services, employment, education or youth needs**

Housing and service providers in the region work together to prevent homelessness in populations who are vulnerable to or at risk of homelessness. These groups include extremely low-income individuals and families, people discharged from institutions, and those receiving assistance from agencies addressing a variety of needs, such as housing, health, social services, education or youth needs. Resources to prevent homelessness include:

- Atlanta Volunteer Lawyers Foundation (AVLF), which provides access to high-quality legal advice and representation by trained volunteer attorneys in areas vital to economic security; consultation services for domestic violence survivors to get information about their legal options and referrals for other appropriate assistance; and attorneys to represent low-income and underrepresented tenants in court in critical times of need, among other services.
- Atlanta Legal Aid, which provides free civil legal aid for low-income people across metro Atlanta.
- HOPE Atlanta, which provides case management, crisis counseling, information and referral, employment assistance, financial assistance to pay past-due rent to prevent eviction, rental and security deposit assistance, housing search assistance, and one-on-one support.
- St. Vincent DePaul Society provides rent, mortgage, and utility assistance and community, temporary housing, and resource referrals.
- Nicholas House, which provides rapid rehousing, assistance due to temporary crisis, and rental assistance.
- Hosea Feed the Hungry and Homeless, which provides employment assistance, rental assistance, utility assistance, rapid rehousing, and transportation assistance.

## **SP-65 Lead based paint Hazards – 91.215(i)**

### **Actions to address LBP hazards and increase access to housing without LBP hazards**

HUD regulations regarding lead-based paint apply to all federally assisted housing. Exposure to lead-based paint represents one of the most significant environmental threats from a housing perspective. Many residential properties built before 1978 contain lead-based paint. Unfortunately, it is difficult to measure the exact number of housing units with lead-based paint hazards but based on data from the ACS, we estimate that over 10,000 housing units in our city were constructed prior to 1980 and therefore pose a potential threat for lead based hazards.<sup>16</sup> Lead is a toxic metal that was used for many years in products found in and around our homes. Although lead improves paint performance, it is a dangerous substance and may lead to significant health problems. It is especially damaging to children under age six whose bodies are still developing. Lead causes nervous system damage, stunted growth, delayed development behavioral problems, learning disabilities, seizures. At high levels, lead can cause coma, convulsions, and in extreme cases, death. It can cause kidney damage and affects every organ system of the body. It also is dangerous to adults and can cause reproductive problems for both men and women. Most people poisoned by lead occur in and around their home when they are exposed the harmful levels of lead contaminated dust, deteriorated lead-based paint, and lead-contaminated soil.<sup>17</sup>

### **How are the actions listed above related to the extent of lead poisoning and hazards?**

Without grant funding, many primary prevention opportunities would be missed to repair lead hazards due to the low-moderate income families lacking the financial resources to repair defects or to hire contractors to perform the work in a lead safe manner. South Fulton will seek to establish itself as a Green and Healthy Homes site over the next five years so that we can leverage funding for lead remediation and abatement activities. These activities will make older properties more suitable for residents and older properties are generally more affordable than new construction. The lead program would target properties occupied by families with children under age 6 for lead hazard control.

### **How are the actions listed above integrated into housing policies and procedures?**

HUD's lead-based paint regulations and requirements will be fully incorporated into all of South Fulton's rehab and homeowner activities. All units of appropriate age that have rehabilitation performed according to safe work practices, and clearance testing will performed on all completed units. City inspectors will verify that after construction, no lead based hazards are on the property.

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<sup>16</sup> U.S. Department of Housing and Urban Development. (n.d.). *Lead Safe Housing Rule Requirements*. [https://www.hud.gov/program\\_offices/healthy\\_homes/enforcement/lshr\\_summary](https://www.hud.gov/program_offices/healthy_homes/enforcement/lshr_summary)

<sup>17</sup> U.S. Department of Housing and Urban Development, Office of Lead Hazard Control. *New HUD Lead-Based Paint Regulations*. [https://www.hud.gov/sites/documents/DOC\\_12805.PDF](https://www.hud.gov/sites/documents/DOC_12805.PDF)

## **SP-70 Anti-Poverty Strategy – 91.215(j)**

### **Jurisdiction Goals, Programs and Policies for reducing the number of Poverty-Level Families**

According to the 2013-2017 American Community Survey 5-year estimates, the City's poverty rate is estimated at 12.0%, which is below the statewide poverty rate of 16.9%.

#### *Economic and Workforce Development*

- Focus on neighborhood economic development- rehabilitation and investment in neighborhood commercial districts and work to attract grocery stores and basic retail in targeted areas
- Through collaboration with the City's educational institutions, provide job readiness skills, skills training and career-based educational services to train and prepare the City's workforce for tomorrow's economy
- Establish a guiding principle of building the City's talent pipeline in alignment with regional focus industry sectors
- Develop an operational service framework for and strategically engage in the development of career pathways linked to targeted industry sectors
- Partner with workforce agencies to create youth-specific employment and training programs

#### *Housing Affordability*

- Ensure equitable growth for all South Fulton residents and minimize displacement
- Promote development of affordable workforce housing, particularly in areas of opportunity
- Use public funds to leverage private sector investment in affordable housing
- Encourage transit-oriented development (TOD) to encourage mixed-income housing near job centers
- Preserve affordable housing units through federal funds provided for the repair and revitalization of multifamily and single-family housing
- Promote alternate forms of ownership such as land trusts to provide long-term affordable housing
- Encourage and incentivize a range of housing typologies that are aligned with the neighborhood scale
- Promote eco-friendly and sustainable building

## How are the Jurisdiction poverty reducing goals, programs, and policies coordinated with this affordable housing plan

This plan continues to identify economic development as a goal for the CDBG program. We help stabilize communities by investing in various Neighborhood Commercial Districts within the City and investing in strong economies at the neighborhood scale through our Main Street Program. Since the city of South Fulton's incorporation in 2017, several primary focus areas have been identified for development, redevelopment, and/or revitalization. Each of these areas, shown in **Error! Reference source not found.**, has a project or projects planned for the near- to long-term future. Accordingly, each area is included in the recommendations section of this strategic plan. Below is a brief description of both the plans as of early 2020 as well as of each of the areas as they exist presently. The City will make strategic investments that coincide with identifiable growth nodes and corridors throughout the city.

Using a community based and holistic economic development approach, we plan to transform the people and places that we serve through increased access to capital, technical assistance and training for small business owners. One vulnerable population that the City plans to serve is business owners who may be at risk for displacement due to the rising commercial rents. The City plans to use CDBG funds to help stabilize rents for commercial tenants to help maintain jobs and help businesses sustain unintended shocks to their cash flow as demonstrated by COVID-19.

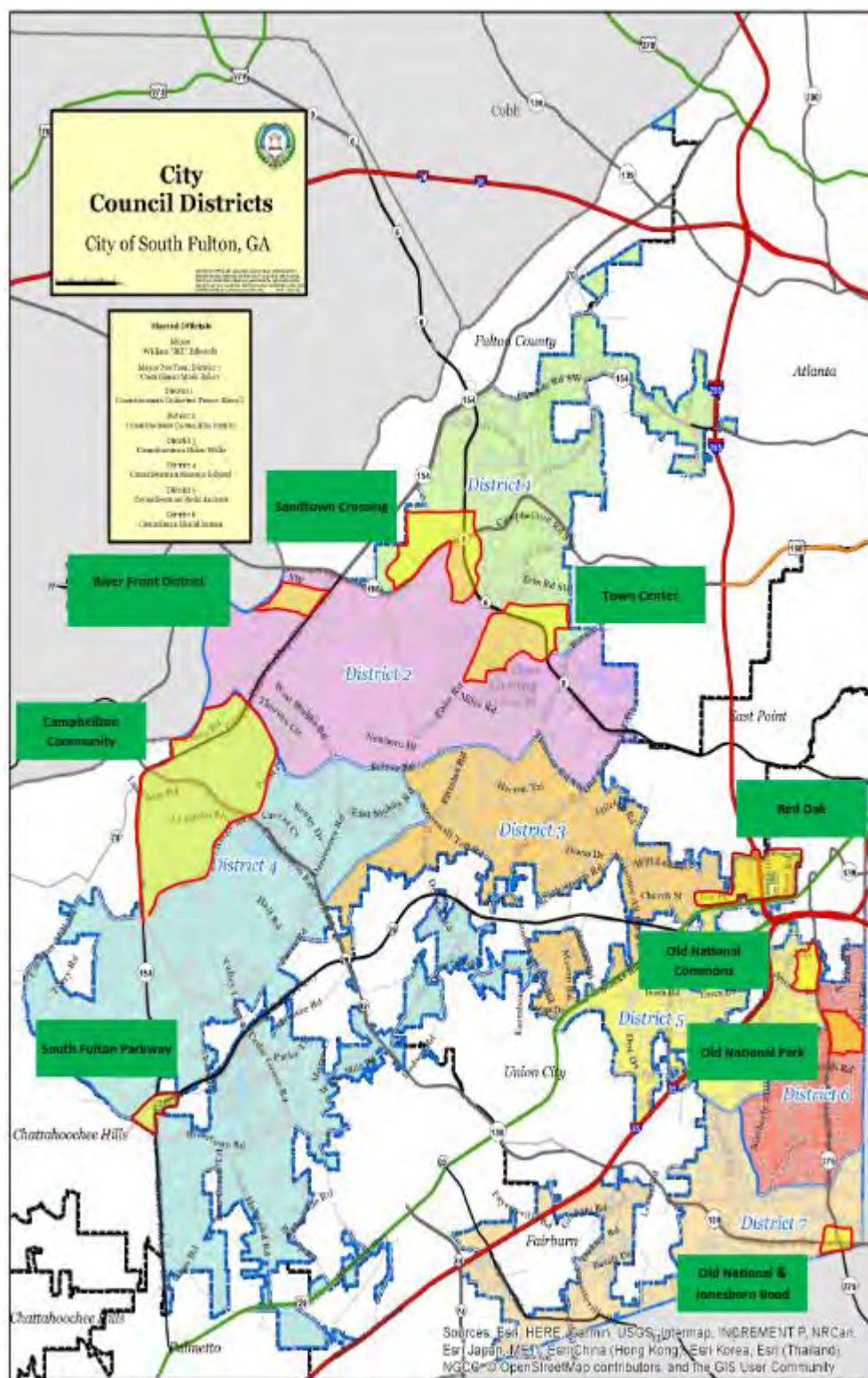
The City is also looking for innovative ways to support small businesses. Shared equity in economic development models such as worker cooperatives that help workers become owners and build equity through a democratized business participation model are popular throughout the United States but lacking in the South. The National League of Cities in partnership with the Democracy at Work Institute underwrote an inaugural fellowship in 2018 to help communities learn strategies to deploy wealth building opportunities to communities typically left behind in the mainstream economy.<sup>18</sup> These workers include women, immigrants, black and brown workers in a variety of industry sectors. The City plans to explore ways in which CDBG Funds and Section 108 Loans can be used to spur economic development activities and strengthen business ownership opportunities among this population. This tool is of particular importance due to the amount of undeveloped land within the City of South Fulton. Forming a worker cooperative is an excellent way to preserve and grow urban agricultural businesses and protect owners and residents from displacement.

The city has identified seven unique areas of opportunity. These areas are redevelopment areas that are indicated on the map in Figure\_\_ below. These economic development nodes can serve as critical job centers, reduce travel and commute times for essential services and add substantially to the City's tax digest. The areas are: Campbellton Community, Riverfront District, Sandtown Crossing, Town Center, Red Oak, Old National Commons, Old National Park, and Old National & Jonesboro Road. With these essential areas being considered for redevelopment, the City can help to reduce poverty by leveraging the economic development as a catalyst to create and retain jobs, and provide supports to local businesses.

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<sup>18</sup> <https://institute.coop/shared-equity-economic-development-seed>

Figure \_\_\_\_ . City of South Fulton Council District Map with Economic Hubs



## **SP-80 Monitoring – 91.230**

**Describe the standards and procedures that the jurisdiction will use to monitor activities carried out in furtherance of the plan and will use to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements**

Monitoring is the primary means by which the City ensures that programs are carried out efficiently, effectively, and in compliance with applicable laws and regulations. Monitoring feedback helps subrecipients and user departments maintain regulatory compliance, improve performance, increase capacity, and augment management skills. It also helps to identify instances of fraud, waste, and abuse. Monitoring is coordinated by the Department of Finance and the Department of Community Development & Regulatory Affairs which has oversight of the Consolidated Plan programs and prepares the annual performance reports.

The City's monitoring program focuses on these elements:

- Conducting a risk assessment on each federally funded agency or department;
- Validating the accuracy of information in performance reports;
- Determining compliance with eligibility and national objective determinations;
- Evaluating the reasonableness of decisions made for activities that involve high levels of subrecipient judgment;
- Ascertaining subrecipients' ability to ensure that activities meet compliance requirements;
- Verifying the accuracy of subrecipient records;
- Identifying causes of any problems and offering recommendations for corrective actions.

Performance reporting criteria are included in City executed contracts and Memorandum of Understanding for internal user departments. For direct benefit projects, the City uses grant-specific beneficiary reporting forms, which contain grant-appropriate client reporting information. Beneficiary data and project performance information are required to be submitted monthly by the subrecipient or user department along with disbursement requests.

All grant-funded projects are monitored on-site or via a desk audit at least once during the contract period. All new projects, and projects experiencing problems, may be monitored more frequently. Projects with significant problems or statutory findings noted during initial monitoring are subject to one or more follow-up monitoring visits. All outstanding monitoring findings or concerns must be completed by end of the project contract term.

Actual performance and outcome achievements are verified by monitoring, using either the CDBG/HOME Monitoring and Compliance Review form. The monitoring checklists cover standard or uniform grant compliance conditions and contractual performance. Each subrecipient, project sponsor or developer is provided a copy of the appropriate checklist in advance of the monitoring visit.



During monitoring visits, City staff members use the checklist to review subrecipient records; determine the accuracy of monthly reports; assess compliance with client-eligibility and activity-eligibility standards; assess outcome accomplishment; and document compliance with administrative, fiscal, and regulatory requirements.

Project monitors review data on participants' race, ethnicity, gender, and disability characteristics. If the review identifies certain groups as under-represented, the staff from the City will work with subrecipients, developers, and project sponsors to evaluate their outreach methodologies and project's outreach strategies. Afterwards, a recommendation is made so that adjustments are made to ensure that under-represented groups have access to project services.

For housing projects, staff review the records of subrecipients, developers, or project sponsors on actions, administrative and fiscal policies, or practices that impact the availability of housing, and determine if any conditions are present that may disparately impact the availability of, or equal access to, housing based on race/ethnicity, color, national origin, religion, sex, familial status, or disability. If the review identifies such conditions, staff members will advise agency to remedy the discrepancy.

When findings/concerns are identified, City staff document appropriate corrective actions and the schedule for timely compliance in a follow-up report. All findings/concerns must be cured and responses must be received by the City within thirty (30) days of notice from the City. All findings and concerns must be adequately addressed prior to the end of the contract period. The authorized agent of the entity must acknowledge receipt of the monitoring report by signing it and placing in the project file.

## Expected Resources

### AP-15 Expected Resources – 91.220(c)(1,2)

#### Introduction

#### Anticipated Resources

| Program | Source of Funds  | Uses of Funds                                                                                                  | Expected Amount Available Year 1 |                    |                          |           | Expected Amount Available Reminder of ConPlan \$ | Narrative Description                                                                                                                          |
|---------|------------------|----------------------------------------------------------------------------------------------------------------|----------------------------------|--------------------|--------------------------|-----------|--------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------|
|         |                  |                                                                                                                | Annual Allocation: \$            | Program Income: \$ | Prior Year Resources: \$ | Total: \$ |                                                  |                                                                                                                                                |
| CDBG    | public - federal | Acquisition<br>Admin and Planning<br>Economic Development<br>Housing<br>Public Improvements<br>Public Services |                                  | 0                  | 0                        |           | \$500,000                                        | Eligible funds expended for planning, public services, housing rehab, job creation, demolition, public improvements and disaster preparedness. |

Table 50 - Expected Resources – Priority Table

#### Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

South Fulton plans to use the City's CDBG resources to work in tandem with significant other public sources, including SPLOST funding, general fund allocations and city issued bond financing. These public sources will, in turn, also leverage private and philanthropic sources to bring significant resources to bear so that the City can maximize impact.

The city would also like to explore the options for leveraging housing and economic development activities. The city is seeking to use the Section 108 Loan Guarantee Program (Section 108) to provide South Fulton with the ability to leverage our annual grant allocation to access low-cost, flexible financing for economic development, housing, public facility, and infrastructure projects. The City will explore using

Section 108 guaranteed loans to either finance specific projects or to launch loan funds to finance multiple projects over several years.

Section 108's unique flexibility and range of applications makes it an invaluable and important public investment tools that HUD offers. South Fulton plans to use Section 108 to catalyze private economic activity in underserved areas in city or to fill a financing gap. Our strategy will be to utilize the program's flexible repayment terms for layering with other sources of community and economic development financing including, but not limited to, New Markets Tax Credits (NMTC), Low Income Housing Tax Credits (LIHTC), and Opportunity Zone equity investments. The City will follow regulations governing the Section 108 program found at 24 CFR 570, Subpart M, Loan Guarantees.

**If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan**

City-owned properties that may be improved using Consolidated Plan resources, particularly CDBG funding, include recreational facilities and community centers in low-moderate income areas. Sidewalks, and accessibility improvements for sidewalks and curbs, may be installed in these areas, especially in locations with high pedestrian usage such as routes commonly used by schoolchildren or by persons walking to bus stops or transit stations.

Through our Blighted + Nuisance Abatement Program the City will take property negligent property owners through a Judicial In-Rem process. After the properties have been successfully conveyed to the City, we will seek to establish a relationship with the Fulton Atlanta Land Bank Authority (LBA) for the purpose of bringing blighted properties back onto the tax rolls. The LBA was created to hold, manage and develop vacant, abandoned and tax-foreclosed properties, and to return these properties to productive use. The LBA encourages redevelopment in neighborhoods that have been blighted by an out-migration of residents and businesses. Developers use LBA properties for various projects including greenspace, affordable single family and multi-family housing, and some commercial use. The LBA maintains an online inventory of available properties.

(<https://public.fcca.epropertyplus.com/landmgmtpub/app/base/landing>).

**Discussion**

CDBG funds will be used to carry out activities related to Acquisition, Administration and Planning, Housing, Public Improvements, Economic Development and Public Services.

## Annual Goals and Objectives

### Expected Resources

#### AP-15 Expected Resources – 91.220(c)(1,2)

##### Introduction

All Federal funding allocations will be used in a manner which supports the major goals of the City of South Fulton's Consolidated Plan, which are to provide decent affordable housing and a suitable living environment to principally benefit low and moderate income persons within the City. As a new entitlement community the anticipated resources identified in this section include Community Development Block Grant (CDBG) program funds and the HOME Investment Partnerships Program. These funds are estimates based on projections from the U.S. Department of Housing and Urban Development for the City as a new HUD grantee.

##### Anticipated Resources

| Program | Source of Funds | Uses of Funds                                                                                                  | Expected Amount Available Year 1 |                    |                          |           | Expected Amount Available Remainder of ConPlan \$ | Narrative Description                  |
|---------|-----------------|----------------------------------------------------------------------------------------------------------------|----------------------------------|--------------------|--------------------------|-----------|---------------------------------------------------|----------------------------------------|
|         |                 |                                                                                                                | Annual Allocation: \$            | Program Income: \$ | Prior Year Resources: \$ | Total: \$ |                                                   |                                        |
| CDBG    | Public-Federal  | Acquisition<br>Admin and Planning<br>Economic Development<br>Housing<br>Public Improvements<br>Public Services | \$500,000                        | \$0                | \$0                      | \$500,000 | \$2,000,000                                       | Year 1 funds = 100% of 2021 CDBG award |

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

The City of South Fulton will use federal funds to leverage additional private, state and local funds where applicable.

**If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan**

CDBG funding will be used to support public facilities for public purposes using existing publicly owned properties to include parks, recreational facilities and community centers in low to moderate income areas of the City. Sidewalks, including accessibility improvements for sidewalks and curbs, may be installed in these areas, especially in locations with high pedestrian usage such as routes commonly used by school children or by persons walking to public transportation and shopping.

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## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives

#### Goals Summary Information

| Sort Order | Goal Name                                                           | Start Year | End Year | Category                          | Geographic Area                                                | Needs Addressed                                              | Funding         | Goal Outcome Indicator                                                                  |
|------------|---------------------------------------------------------------------|------------|----------|-----------------------------------|----------------------------------------------------------------|--------------------------------------------------------------|-----------------|-----------------------------------------------------------------------------------------|
| 1          | Blight Reduction and Neighborhood Revitalization                    | 2020       | 2024     | Non-Housing Community Development | City-wide                                                      | Affordable Housing Access and Support                        | CDBG: \$125,000 | Public service activities other than Low/Moderate Income Housing Benefit: 20 properties |
| 2          | Public Facilities, Facility Improvements, and Public Infrastructure | 2020       | 2024     | Non-Housing Community Development | City-wide                                                      | Community Facilities, Infrastructure                         | CDBG: \$50,000  | Area Benefit to 2500 residents                                                          |
| 3          | Economic Development and Small Business Incentives                  | 2020       | 2024     | Non-Housing Economic Development  | City-wide<br>CDIA<br><br>Community Development Investment Area | Economic Development<br><br>Area Benefit<br><br>Job Creation | CDBG: \$150,000 | Benefit to 25 businesses                                                                |
| 4          | Fair Housing, Housing Counseling, and Legal Services                | 2020       | 2024     | Affordable Housing                | City-wide                                                      | Affordable Housing Access and Support                        | CDBG: \$25,000  | Provide legal services for 100 Low/Moderate income persons to avoid eviction,           |

| Sort Order | Goal Name                                             | Start Year | End Year | Category                          | Geographic Area | Needs Addressed                       | Funding                        | Goal Outcome Indicator                                                                                     |
|------------|-------------------------------------------------------|------------|----------|-----------------------------------|-----------------|---------------------------------------|--------------------------------|------------------------------------------------------------------------------------------------------------|
| 5          | Disaster Preparedness & Emergency Management Response | 2020       | 2024     | Non-Housing Community Development | City-wide       | Affordable Housing Access and Support | CDGB: \$25,000                 | Emergency Management Supplies, PPE, food for vulnerable populations: Seniors & Low-Moderate Income Persons |
| 6          | GIHC Housing Cohort                                   | 2020       | 2024     | Affordable Housing                | City-Wide       | Affordable Housing Access and Support | CDGB: \$25,000                 | Provide the city with an Affordable housing plan and implementation strategy                               |
| 7          | Planning & Administration                             | 2020       | 2024     | Planning                          |                 |                                       | CDGB: \$100,000<br>HOME: \$TBD |                                                                                                            |

#### **FY2020 – 2024 PRIORITIES, FUNDING, and CONSIDERATIONS**

- Blight Reduction and Neighborhood Revitalization
- Public Facilities, Facility Improvements, and Public Infrastructure
- Economic Development and Small Business Incentives
- Fair Housing, Housing Counseling, and Legal Services
- Affordable Housing Supply and Support
- Disaster Preparedness & Emergency Management Response
- Planning & Administration

|   |                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|---|-------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | <b>Goal Name</b>        | Affordable Housing Supply                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|   | <b>Goal Description</b> | Conserve/expand affordable housing. Potential activities: increasing private-market affordable housing options through development, renovation, and/or adaptive re-use to create housing; creating/improving permanent supportive housing for persons with disabilities; supporting housing affordability for low-income homeowners through weatherization, energy conservation, and/or emergency repairs; and encouraging transit-oriented housing development that improves residents' access to public transportation and job opportunities.     |
| 2 | <b>Goal Name</b>        | Affordable Housing Access and Support                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|   | <b>Goal Description</b> | Provide the city with an Affordable housing plan and implementation strategy                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 3 | <b>Goal Name</b>        | Housing Stabilization                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|   | <b>Goal Description</b> | Assist low/moderate income persons to avoid homelessness and remain housed. Potential activities: homelessness-prevention assistance including financial aid and/or supportive services to enable at-risk persons to remain in their homes or to relocate to more affordable housing; homelessness-prevention services such as budget counseling and legal assistance; support for newly housed, formerly homeless persons to remain stable through aftercare and supportive services, including short- to medium-term rental assistance as needed. |
| 4 | <b>Goal Name</b>        | Neighborhood Stabilization                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|   | <b>Goal Description</b> | Support the revitalization of low/moderate-income neighborhoods. Potential activities: improvements to public facilities and infrastructure, including accessibility improvements; demolition of blighted structures; code enforcement; reclamation of vacant/foreclosed properties; capital project support (acquisition, conversion, rehabilitation, accessibility improvements) for community facilities used for ConPlan-eligible purposes.                                                                                                     |



|   |                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|---|-------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 5 | <b>Goal Name</b>        | Economic Development                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|   | <b>Goal Description</b> | Support economic development efforts that benefit low/moderate income persons and neighborhoods. Potential activities: provision of low-interest loans and gap financing for disadvantaged businesses, small businesses, and start-ups; support for initiatives that encourage job creation, especially entry-level jobs with opportunity for advancement and jobs paying adequate wages; provision of low-interest loans via a revolving loan fund and gap financing to support accessible, reasonably priced goods and services for residents of low and moderate income communities. |
| 6 | <b>Goal Name</b>        | Disaster Preparedness & Emergency Management Response                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|   | <b>Goal Description</b> | Provide Emergency Management Supplies, PPE, food for vulnerable populations: Seniors & Low-Moderate Income Persons.                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 7 | <b>Goal Name</b>        | Planning and Program Administration                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|   | <b>Goal Description</b> | Provide administration for the entitlement grant programs; conduct research, data collection, and analysis needed for program planning, implementation, and reporting                                                                                                                                                                                                                                                                                                                                                                                                                   |

## Projects

### AP-35 Projects – 91.220(d)

#### Introduction

CDBG funding will be used to support affordable housing development, develop public facilities for public purposes using existing publicly owned properties to include parks, recreational facilities and community centers in low to moderate income areas of the City and for Economic Development purposes. Because the City of South Fulton is seeking entitlement status during a national pandemic, we deem it necessary to use a portion of our federal award for disaster preparedness and emergency management activities. The City has pressing infrastructure needs such as sidewalks, including accessibility improvements for sidewalks and curbs, may be installed in areas throughout the city, especially in locations with high pedestrian usage such as routes commonly used by school children or by persons walking to public transportation and shopping.

The Consolidated Plan (ConPlan) grant programs have expenditure deadlines and performance standards that are statutorily mandated by HUD. Nationally, Congress and HUD have increasingly emphasized expenditure requirements and timely expenditures for Participating Jurisdictions (PJs). Expenditure standards for these grants are as follows, and if not met, will be subject to recapture:

- CDBG unexpended funds in excess of 1.5 times its annual allocation at the end of the program period.

The City of South Fulton has implemented processes that will aid in the implementation of our projects to ensure the timely expenditure of our federal funds.

## RECOMMENDED FUNDING ALLOCATIONS

### Funding Recommendations Overview

| Funding Recommendations by Priority                                 | Funding Amount   |
|---------------------------------------------------------------------|------------------|
| Blight Reduction and Neighborhood Revitalization                    | \$125,000        |
| Public Facilities, Facility Improvements, and Public Infrastructure | \$50,000         |
| Economic Development and Small Business Incentives                  | \$150,000        |
| Fair Housing, Housing Counseling, and Legal Services                | \$25,000         |
| Affordable Housing Supply and Support                               | \$25,000         |
| Disaster Preparedness & Emergency Management Response               | \$25,000         |
| Planning & Administration                                           | \$100,000        |
| <i>Estimated Funding</i>                                            | <i>\$500,000</i> |

**Table 51 - Project Information**

### **Blight Reduction and Neighborhood Revitalization**

| Organization                                             | Project Name                                           | Score | Previous Yr. Funding | Funding Request | Recommended Funding |
|----------------------------------------------------------|--------------------------------------------------------|-------|----------------------|-----------------|---------------------|
| Department of Community Development & Regulatory Affairs | Code Enforcement Blighted + Nuisance Abatement Program |       |                      |                 | \$125,000           |

**Public Facilities, Facility Improvements, and Public Infrastructure**

| Organization                     | Project Name             | Score | Previous Yr. Funding | Funding Request | Recommended Funding |
|----------------------------------|--------------------------|-------|----------------------|-----------------|---------------------|
| Department of Parks & Recreation | CDBG Parks & Rec Program |       | \$0                  |                 | \$25,000            |
| Department of Public Works       | CDBG Public Works        |       | \$0                  |                 | \$25,000            |

**Economic Development and Small Business Incentives**

| Organization             | Project Name | Score | Previous Yr. Funding | Funding Request | Recommended Funding |
|--------------------------|--------------|-------|----------------------|-----------------|---------------------|
| Destination South Fulton | Mainstreet   |       |                      |                 | \$150,000           |

**Fair Housing, Housing Counseling, and Legal Services**

| Organization         | Project Name | Score | Previous Yr. Funding | Funding Request | Recommended Funding |
|----------------------|--------------|-------|----------------------|-----------------|---------------------|
| RFP or City Attorney | Fair Housing |       | \$ 0                 |                 | \$ 25,000           |

**Affordable Housing Supply and Support**

| Organization                                             | Project Name                               | Score | Previous Yr. Funding | Funding Request | Recommended Funding |
|----------------------------------------------------------|--------------------------------------------|-------|----------------------|-----------------|---------------------|
| Department of Community Development & Regulatory Affairs | GIHC Cohort & Housing Strategy Development |       | \$0                  | \$25,000        | \$25,000            |

**Disaster Preparedness & Emergency Management**

| Organization    | Project Name                  | Score | Previous Yr. Funding | Funding Request | Recommended Funding |
|-----------------|-------------------------------|-------|----------------------|-----------------|---------------------|
| Fire Department | Disaster Preparedness Program |       | \$ 0                 |                 | \$ 25,000           |

**Planning and Program Administration**

| Organization                                             | Project Name        | Score | Previous Yr. Funding | Funding Request | Recommended Funding |
|----------------------------------------------------------|---------------------|-------|----------------------|-----------------|---------------------|
| Department of Community Development & Regulatory Affairs | CDBG Administration | N/A   | \$0                  | \$0             | \$100,000           |

### **Describe the reasons for allocation priorities and any obstacles to addressing underserved needs**

CDBG funding will be used to support a wide range of eligible activities that include but are not limited to: affordable housing development, develop public facilities for public purposes using existing publicly owned properties to include parks, recreational facilities and community centers in low to moderate income areas of the City, Fair Housing Support, Disaster Preparedness, and for Economic Development purposes. Because the City of South Fulton is seeking entitlement status during a national pandemic, we deem it necessary to use a portion of our federal award for disaster preparedness and emergency management activities in the future. The addition of this activity into our Consolidated and Annual Action Plan will alleviate the need for the City to do a substantive amendment to our plan as required by HUD. The City has many pressing infrastructure needs such as sidewalks, including accessibility improvements for sidewalks and curbs, may be installed in areas throughout the city, especially in locations with high pedestrian usage such as routes commonly used by school children or by persons walking to public transportation and shopping. As a new entitlement community, the City's funding is a barrier to addressing underserved needs in our community. According to our most recent Economic Development study, the COSF has about 12.2 percent of households living at or below the poverty line. This translates to about 3,815 CDBG eligible households. These federal funds will augment the City's ability to deliver much needed community development services to our residents in underserved areas.

The projects in the table above were identified using information collected and analyzed from many different sources including, but not limited to: Community Meetings/Citizen Participation opportunities, See Click Fix Data; City Planning activities: Economic Development Plan, COSF Strategic Plan, Market Valuation Analysis and City Council Actions.

## **AP-50 Geographic Distribution – 91.220(f)**

**Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed**

The City of South Fulton has a majority – minority population in that over 90% of residents are African American. To that end, the majority of the City’s investments will be geographically distributed City-wide based on activity. However, the City will meet the HUD requirement of ensuring that at least 70% of CDBG funds are used for income eligible beneficiaries.

### **Geographic Distribution**

| Target Area | Percentage of Funds |
|-------------|---------------------|
| City-wide   | 100                 |

**Table 52 - Geographic Distribution**

### **Rationale for the priorities for allocating investments geographically**

The City of South Fulton plans to allocate and invest resources broadly throughout the City. The majority of low-and-moderate-income Census Block Groups are located within the southern parts of the City. The City will target all areas that include low to moderate-income

individuals. Because the City's priority needs are broadly defined based on the distribution of funds, the allocating of funds is not generally based on geography alone. Each program has a unique method of geographic distribution.

The department will consider in funding decisions that all programs, initiatives, activities, and services meet the following:

- Beneficiaries are income eligible;
- Meet a goal or priority in the Five-Year Consolidated Plan;
- Affirmatively further fair housing;
- Leverage funding;
- Sustainable over time; and
- Maximize impact and reduce administrative cost.

## Discussion

South Fulton has approximately 100,176 residents and 36,171 households. The City has experienced particularly fast growth in recently and it is projected that by 2040, South Fulton's population is expected to grow to 124,114, which would represent a 23.9% percent increase since 2019. Household growth is projected to be 29.2 percent by 2040. These rates are comparable to, but slightly lower than, rates in Fulton County and metro Atlanta. South Fulton is comprised of a relatively larger share of family households than Fulton County and the Atlanta Metro Area, which results in relatively large average household size of 2.76. This is also reflected in the age distribution in South Fulton, where the largest age cohorts are under 18 and those aged between 35 and 44. The fastest growing age cohort in South Fulton is comprised of residents 65 or older, with other growing age cohorts including those between ages 18 and 24, 45 and 54, and 55 and 64.<sup>i</sup>

The population of South Fulton is predominantly comprised of black/African American residents (89.5 percent). Approximately 5.1 percent of residents identify as white, while 2.5 percent identify as Hispanic/Latino. From 2010 to 2019, the number of black/African American residents in South Fulton increased by 19.3 percent, the number of white residents increased by 9.3 percent, and the number of Hispanic/Latino residents increased by 7.1 percent. As the City postures for growth, additional resources will be key in meeting the City's community development and housing needs. More than 30% of South Fulton residents report being Housing cost burdened meaning that the homeowner households are spending more than 30 percent of their gross income on housing costs (i.e. "cost-burdened"). It is not surprising that South Fulton renter



households are also disproportionately cost-burdened as compared to the surrounding geographies. Approximately two-thirds of housing units in South Fulton are owner-occupied while 26.3 percent are renter-occupied.

In South Fulton, nearly three quarters of market-rate multifamily rental units have two or more bedrooms, which is a much higher rate than in Fulton County and the metro Atlanta area. As of the first quarter of 2019, the average rent for a two-bedroom unit in South Fulton was \$1,019, as compared to \$1,502 in Fulton County and \$1,286 in the Atlanta Metro Area. These lower price points for housing make the City of South Fulton more desirable for low-moderate income families. We anticipate that these housing pressures will only increase as our City grows. From 2010 to 2018, South Fulton experienced no market-rate multifamily unit development. By contrast, Fulton County and the Atlanta Metro Area experienced significant rates of multifamily development every year from 2013 to 2018.

The chart of the targeted area reflects that all of the received federal funds will be used in the City's jurisdictional area.

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## Affordable Housing

### AP-55 Affordable Housing – 91.220(g)

#### Introduction

The City's priorities are: increasing the supply of quality, affordable, mixed-income housing, expanding homeownership opportunities, revitalizing neighborhoods and creating mixed-income communities. The City anticipates using available resources to provide affordable housing opportunities to assist low-income and moderate-income families as follows:

| One Year Goals for the Number of Households to be Supported |    |
|-------------------------------------------------------------|----|
| Homeless                                                    | XX |
| Non-Homeless                                                | XX |
| Special-Needs                                               | XX |
| Total                                                       | XX |

Table 53 - One Year Goals for Affordable Housing by Support Requirement

| One Year Goals for the Number of Households Supported Through |    |
|---------------------------------------------------------------|----|
| Rental Assistance                                             | XX |
| The Production of New Units                                   | XX |
| Rehab of Existing Units                                       | XX |
| Acquisition of Existing Units                                 | XX |
| Total                                                         | XX |

Table 54 - One Year Goals for Affordable Housing by Support Type

Expanding affordable housing activities with the metro Atlanta region is crucial. According to the city of Atlanta, there is a housing shortage of over 20,000 units in the city of Atlanta alone. They contribute that the housing shortage is driven by land and development costs; a construction boom for high end luxury housing; including; rapid population growth; growth mismatch between housing costs, wages and income; involuntary

displacement; as well as the housing rent burden. As a result of these compounding factors, the City of South Fulton feels residual burden on our housing inventory as many people in the Metro area are in search of affordable rents that are non-luxury. The need for affordable housing far outweighs the resources currently available to the City's inaugural application for entitlement status from HUD. Due to the lack of resources available, the City feels as if our best strategy is to target resources using a place-based, strategic approach that creates opportunities for low-income households city-wide. This approach will reduce incidences of concentrated poverty and create thriving upwardly mobile neighborhoods. Our goal is to provide high quality housing to all residents regardless of income. Funding for all CDBG activities is targeted to areas where 51% or more of the population is low- to moderate-income persons. CDBG funding is directed to the Community Development Impact Area (CDIA) for projects that are eligible for grant funding based on their benefit to a geographic area, such as recreational facilities, public facilities and improvements. These are designated as "area-benefit projects." The CDIA is comprised of census block groups within the City of South Fulton where 51% or more of households have low income (less than 50% of Area Median Income) or moderate income (50-80% of Area Median Income).

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## **AP-60 Public Housing – 91.220(h)**

### **Introduction**

The COSF plans to partner with the Fulton County Housing Authority to help address the housing needs of low and extremely low-income households in the City's jurisdiction. The City will work to ensure that the Housing Authority is notified of available resources, programs, and opportunities for all of its participants; especially those assisted by TBRA and those working through the Housing Authority's various self-sufficiency initiatives.

### **Actions to encourage public housing residents to become more involved in management and participate in homeownership**

The COSF will work in concert with the Housing Authority of Fulton County (HAFC) to strengthen the families we serve by helping them to obtain employment that will lead to economic independence and self-sufficiency. Federal dollars allow the City to make strategic investments in our families and put them on a path to self-sufficiency. The City plans to partner with and build on the experience of the HAFC to refer clients to their Family Self Sufficiency Coordinator so they can access needed housing and employment resources. The HAFC requires program participants to sign a contract of participation and designs an Individual Training and Services Plan for eligible residents. The plan refers residents to additional community-based resources such as child-care, personal counseling, job training, transportation, education, household skill training and homeownership resources.

### **If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance**

N/A. The Housing Authority of Fulton County is not troubled.

## **AP-65 Homeless and Other Special Needs Activities – 91.220(i)**

### **Introduction**

As a new City, South Fulton understands the result of low-paying jobs, inadequate supply of affordable housing, and the increasing costs of health care, low-income individuals and children are increasingly vulnerable to the risk of residing in shelters or becoming unsheltered. To assist in combating this risk, the City recognizes that we need additional resources to support in this area. Most of the infrastructure to support this work is only available through Fulton County and the City of Atlanta. South Fulton will continue to make referrals to the County and the City of Atlanta for our residents until we are able to secure adequate funding to meet this need independently. However, the City recognizes the need to financially support programs for the homeless that are independent of Fulton County and City of Atlanta resources. With our own dedicated resources, we would make investments in the following areas:

- Housing/shelter programs for the unsheltered
- Permanent supportive housing programs for those individuals and families who are homeless or at risk of homelessness, but do have some form of income
- Housing programs for single males, single females, single parents with children, two unit households (male and female with children)

The following are areas of focus for the Continuum of Services for Fulton County:

- Outreach and assessment to identify the needs of individuals and families and to connect them to facilities and services
- Emergency shelter as a safe, decent alternative to life on the streets of the community
- Transitional housing with various supportive services
- Permanent housing or permanent supportive housing
- Employment training and accessing mainstreams benefits

### **Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including**

The HAFC is the primary provider of public housing within the Fulton County footprint. The Atlanta Housing Authority (AHA) is the primary provider of public housing in the City of Atlanta. The City of South Fulton will work in concert with these agencies to reduce homelessness by making referrals for eligible residents. AHA's portfolio includes a host of mixed-income communities with over 4,000 affordable housing units; HomeFlex (formerly Project Based Rental Assistance), AHA encourages private sector owners to reserve a portion of their units for eligible residents. HomeFlex currently supports over 5,135 affordable housing units and is leveraged to create another 1,746 tax credit units. The Housing Choice

Voucher Program (HCVP) provides over 10,000 families with the means to obtain affordable housing. The COSF will collaborate with AHA and HAFC to ensure that clients are eligible, referred timely, and work to get residents connected to the housing eco-system to mitigate homelessness.

**Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

The City of South Fulton will continue to serve as an important link between residents and family wraparound services. Such services include: crisis management, life skills, healthy home habits, referrals for health services, and economic self-sufficiency programs. We will connect residents to the Fulton County and city of Atlanta Continuum of Care agencies for these needed services.

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## **AP-75 Barriers to affordable housing – 91.220(j)**

The City is taking actionable steps to promote appropriate residential density and equitable development. The City of South Fulton is planning to participate in the Georgia Initiative Community Housing (GICH) cohort. GICH is a cooperative program that began in 2005 from Department of Community Affairs, Georgia Municipal Association (GMA), and University of Georgia's Housing & Demographic Research Center also known as the GICH Partners. This cohort will help the City of South Fulton further assess our affordable housing needs and design equitable and strategic solutions that remove barriers to affordable housing.

The City will seek proposals from qualified firms to address impediments to fair housing by working with qualified firms. The agency will be charged with administering a Fair Housing program on behalf of the City. The agency will manage complaints and training on behalf of the City. The firm will be charged with designing and strengthening policies around the ability to take in and address fair housing concerns. Additionally, the agency will assist in developing communication strategies that advocate for increased education and awareness of citizen's rights around fair housing and lending.

## **APPENDICES**

### **Community Engagement Overview**

The City of South Fulton developed a detailed Citizen Participation Plan (CPP) that encourages citizen participation. The CPP articulates the methodology that will be followed by the City as it pertains to participation by persons of low or moderate income, particularly residents of predominantly low- and moderate-income neighborhoods, slum or blighted areas, and areas in which the grantee proposes to use CDBG funds.

The CPP provides reasonable and timely access to local meetings; an opportunity to review proposed activities and program performance; provide for timely written answers to written complaints and grievances; and identify how the needs of non-English speaking residents will be met in the case of public hearings where a significant number of non-English speaking residents can be reasonably expected to participate.

Request for input and feedback from the citizens of South Fulton areas into the Consolidated Plan/Annual Action Plan process began with legal notices advertised on \_\_\_\_\_ in the Daily Report newspaper, informing the public regarding the City of South Fulton's intent to seek entitlement status from HUD. Notice of the public hearing on the funding recommendations and Proposed Annual Action Plan will be published in the Daily Report beginning the week of July 13, 2020 and posting for community stakeholders, contributors, and various Council Districts. The publication of the public comment period will end on August 13th. The public hearing is scheduled to be held on August 13th, at City Hall or Virtually Online in the Council's Chambers where all comments will be obtained, reviewed and accepted.

### **Proposal Evaluation Process Overview**

During the inaugural HUD funding application 90% of the projects will be awarded to internal user departments within the City of South Fulton. For projects that require a formalized RFP, the City will follow its prescribed RFP protocols. The COSF procurement process is managed through the Department of Finance's Risk Management Division. It is the policy of the City is to provide an open and competitive bidding process. The Risk Management division collects a minimum three (3) bids and awards the proposal to the most responsive bidder.

### **HUD Entitlement Grants Overview**

Community Development Block Grant (CDBG): provides annual grants on a formula basis to entitled cities and counties to develop viable urban communities by providing decent housing and a suitable living environment, and by expanding economic opportunities, principally for low- and moderate-income persons. Over a 1, 2, or 3-year period, as selected by the grantee, not less than 70 percent of CDBG funds must be used for activities that benefit low- and moderate-income persons. In addition, each activity must meet one of the following national objectives for the program: benefit low- and moderate-income persons, prevention or elimination of slums or blight, or address community development needs having an urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community for which other funding is not available.



### **Project-Level Info - Recommended for Funding**

#### **Blight Reduction and Neighborhood Revitalization**

Proposal Name: Code Enforcement: Blight + Nuisance Abatement Program

Submitted By: Department of Community Development & Regulatory Affairs

Requested Funding:

Previous Yr. Funding: \$0

Recommended Funding: \$125,000

Project Service Area: City-wide

Project Location:

Description: Support the revitalization of low/moderate-income neighborhoods. Demolition of blighted structures; code enforcement; reclamation of vacant/foreclosed properties; Funding to support the Code Enforcement Section in the demolition and cleaning and closing (secure) if abandoned residential, commercial, industrial, and multi-family structures ordered demolished and cleaned and closed through the Administrative or Judicial in Rem proceedings. This program will also provide limited rehab and repair services for income eligible homeowners of owner- occupied properties that have active code enforcement violations.

**Public Facilities, Facility Improvements, and Public Infrastructure**

Proposal Name: Public Works: CDBG Program

Submitted By: Department of Public Works

Requested Funding:

Previous Yr. Funding: \$0

Recommended  
Funding: \$25,000

Project Service Area: City-wide

Project Location:

Description: The program is designed to make improvements to public facilities and infrastructure, including accessibility improvements; capital project support (acquisition, conversion, rehabilitation, accessibility improvements) for community facilities and within the City's ROW. All funds will be used for ConPlan-eligible purposes.

Proposal Name: Parks & Recreation: CDBG Program

Submitted By: Department of Parks & Recreation

Requested Funding:

Previous Yr. Funding: \$0

Recommended  
Funding: \$25,000

Project Service Area: City-wide

Project Location:

Description: The program is designed to make needed improvements to public facilities and infrastructure, and parks including accessibility improvements; for community facilities used for ConPlan-eligible purposes to enhance the quality of life for COSF residents.

### **Economic Development and Small Business Incentives**

Proposal Name: Mainstreet Program

Submitted By: COSF: Destination South Fulton

Requested Funding:

Previous Yr. Funding: \$0

Recommended Funding: \$150,000

Project Service Area: City-wide

Project Location:

Description: Destination South Fulton Mainstreet Program supports economic development efforts that benefit low/moderate income persons and neighborhoods. Potential activities: provision of low-interest loans and gap financing for disadvantaged businesses via a revolving loan fund to provide funding for small businesses, and start-ups; support for initiatives that encourage job creation, especially entry-level jobs with opportunity for advancement and jobs paying adequate wages; Small Business Stabilization Program.

### **Affordable Housing Supply and Support**

Proposal Name: Georgia Initiative Community Housing

Submitted By: Department of Community Development & Regulatory Affairs

Requested Funding:

Previous Yr. Funding: \$0

Recommended Funding: \$25,000

Project Service Area: City-wide

Project Location: COSF: Department of Community Development & Regulatory Affairs

Description: The GICH program is a technical assistance cohort that is designed to help the City identify strategies and plans that conserve/expand affordable housing. This program helps communities improve their quality of life and economic vitality through the development of locally based housing and revitalization strategies; increasing private-market affordable housing options through development, renovation, and/or adaptive re-use to create housing; creating/improving supportive housing for persons with disabilities; supporting housing affordability for low-income homeowners through weatherization, energy conservation, and/or emergency repairs.

### **Fair Housing, Housing Counseling, and Legal Services**

Proposal Name: RFP

Submitted By:

Requested Funding: \$25,000

Previous Yr. Funding \$0

Recommended Funding: \$25,000

Project Service Area: City-wide

Project Location: TBD

Description: Funding is recommended to assist City of South Fulton in meeting its mandated obligation to Affirmatively Further Fair Housing (AFFH) by providing comprehensive education and outreach, complaint intake and counseling, and enforcement services to ensure general public and housing providers covered under the Federal Fair Housing Act understand their rights and responsibilities under the law.

### **Disaster Preparedness & Emergency Management**

Proposal Name: Department of Fire CDBG Program

Submitted By:

Requested Funding:

Previous Yr. Funding \$0

Recommended Funding: \$25,000

Project Service Area: City-wide

Project Location: COSF: Department of Fire

Description: To build a service delivery infrastructure that will allow the COSF to effectively prepare for and mitigate public crisis as a result of natural disasters. The program will carry out job training to expand the pool of health care workers and technicians (EMT's) that are available to treat disease within a community; Provide testing, diagnosis or other services at a fixed or mobile location. Increase the capacity and availability of targeted health services for infectious disease response within existing health facilities; Provide equipment, supplies, and materials necessary to carry-out a public service; Deliver meals on wheels to quarantined individuals or individuals that need to maintain social distancing due to medical vulnerabilities.

#### **Planning and Program Administration**

Proposal Name: CDBG Program Administration

Submitted By: Department of Finance & Community Development and Regulatory Affairs

Requested Funding: \$100,000

Previous Yr. Funding: \$

Recommended Funding: \$100,000

Project Service Area: N/A

Project Location: City of South Fulton

Description: Funding is recommended to cover the program administration costs of the CDBG Program.

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## Projects

### AP-35 Projects – 91.220(d)

#### Introduction

| Projects                                                                                | Funding Amount   |
|-----------------------------------------------------------------------------------------|------------------|
| Blight Reduction + Neighborhood Revitalization Program                                  | \$125,000        |
| Public Facilities, Facility Improvements, and Public Infrastructure                     |                  |
| CDBG: Parks                                                                             |                  |
| CDBG: Public Works                                                                      | \$50,000         |
| Mainstreet: Destination South Fulton Economic Development and Small Business Incentives | \$150,000        |
| Fair Housing, Housing Counseling, and Legal Services                                    | \$25,000         |
| Affordable Housing Supply and Support: Georgia Initiative Community Housing             | \$25,000         |
| CDBG: Fire Disaster Preparedness & Emergency Management Program                         | \$25,000         |
| Planning & Administration                                                               | \$100,000        |
| <i>Estimated Funding</i>                                                                | <i>\$500,000</i> |

## Projects

Table 55 – Project Information

#### Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

In South Fulton, the largest group with underserved needs is comprised of individuals and households with incomes at or below 50% AMI. Typically, this population has limited access to affordable housing and lack employment. There are several barriers that prevent the City from adequately serving this population. As a new City we have lacked the additional resources and organizational structure to deliver services to this population specifically. Many low-income residents lack access to resources, limited job training opportunities, and are most susceptible to economic pressures. This population is often a victim of predatory lending and they lack quality affordable housing options. Households at or below 50% AMI are more vulnerable to being taken advantage of by landlords or they lack resources in general to maintain their properties in good repair. To address these obstacles, the City will take the following actions:

- Support agencies and internal programs that provide supportive services aimed at low-moderate income population.
- Contract with a Housing Counseling and Fair Housing provider to provide Fair Housing education,

outreach, and advocacy efforts.

- Legal services for those in danger of losing their homes, especially older adults.
- Support blight reduction and neighborhood revitalization strategies that increase the quality of life in the community.
- Target low-mod income residents for owner-occupied properties for rehab, weatherization and code enforcement remediation activities.
- Support the development of affordable housing strategies and plans that leverage private funding.
- Provide support to small businesses to create and maintain local jobs.

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## AP-38 Project Summary

### Project Summary Information

#### Blight Reduction and Neighborhood Revitalization

|                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|-----------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Project Name                                  | Code Enforcement Blight + Nuisance Abatement Program                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| Target Area                                   | City-wide                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| Goal Supported                                | Slum/ Blight Remediation; Blight Reduction and Neighborhood Revitalization                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| Funding                                       | \$125,000                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| Needs Addressed                               | Low-Moderate Income                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| Description:                                  | Support the revitalization of low/moderate-income neighborhoods. Demolition of blighted structures; code enforcement; reclamation of vacant/foreclosed properties; Funding to support the Code Enforcement Section in the demolition and cleaning and closing (secure) if abandoned residential, commercial, industrial, and multi-family structures ordered demolished and cleaned and closed through the Administrative or Judicial in Rem proceedings. This program will also provide limited rehab and repair services for income eligible homeowners of owner- occupied properties that have active code enforcement violations. |
| Target Date                                   | 12/31/2021                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| Project Service Area                          | City-wide                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| Planned Activities                            | Demolition, Judicial In-Rem activities, Securing vacant properties, limited rehab and repair services                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| Estimate the number and type of families that | 25                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |

**will benefit from the  
proposed activities**

**Public Facilities, Facility Improvements, and Public Infrastructure**

Project Name                      Public Works: CDBG Program

Target Area                        City-wide

Goal Supported                    Non-Housing Public Benefit

Funding                            \$25,000

Needs Addressed                Low-Moderate Income

Description:                      The program is designed to make improvements to public facilities and infrastructure, including accessibility improvements; capital project support (acquisition, conversion, rehabilitation, accessibility improvements) for community facilities and within the City's ROW. All funds will be used for ConPlan-eligible purposes.

Target Date                        12/31/2021

Project Service Area            City-wide

Planned Activities                Sidewalk and Infrastructure improvements, accessibility improvements,

**Estimate the number    2500  
and type of families that  
will benefit from the  
proposed activities**

### **Public Facilities, Facility Improvements, and Public Infrastructure**

Project Name Parks & Recreation: CDBG Program

Target Area City-wide

Goal Supported Non-Housing Public Benefit

Funding \$25,000

Needs Addressed Low-Moderate Income

Description: The program is designed to make needed improvements to public facilities and infrastructure, and parks including accessibility improvements; for community facilities used for ConPlan-eligible purposes to enhance the quality of life for COSF residents.

Target Date 12/31/2021

Project Service Area City-wide

Planned Activities ADA compliant upgrades to playgrounds, upgrades to park and recreational facilities

**Estimate the number  
and type of families that  
will benefit from the  
proposed activities**

2500

### **Economic Development and Small Business Incentives**

Project Name Mainstreet Program: Destination South Fulton

Target Area City-wide

Goal Supported Economic Development, job creation, job retention

Funding \$150,000

Needs Addressed Low-Moderate Income

Description: Destination South Fulton Mainstreet Program will support economic development efforts that benefit low/moderate income persons and neighborhoods. The program will provide provision of low-interest loans and gap financing in the form of a revolving loan fund for disadvantaged businesses, small businesses, and start-ups; support for initiatives that encourage job creation, especially entry-level jobs with opportunity for advancement and jobs paying adequate wages; Support a façade improvement program; and a Small Business Rent Stabilization effort.

Target Date 12/31/2021

Project Service Area City-wide

Planned Activities Provide gap financing to disadvantaged businesses, storefront façade program, small business rent stabilization program

**Estimate the number  
and type of families that** 50

**will benefit from the  
proposed activities**

**Affordable Housing Supply and Support**

Project Name Georgia Initiative Community Housing (GICH)

Target Area City-wide

Goal Supported Affordable Housing

Funding \$25,000

Needs Addressed Affordable Housing Technical Assistance

Description: The GICH program is a technical assistance cohort that is designed to help the City identify strategies and plans that conserve/expand affordable housing. This program helps communities improve their quality of life and economic vitality through the development of locally based housing and revitalization strategies; increasing private-market affordable housing options through development, renovation, and/or adaptive re-use to create housing; creating/improving supportive housing for persons with disabilities; supporting housing affordability for low-income homeowners through weatherization, energy conservation, and/or emergency repairs.

Target Date 12/31/2021

Project Service Area City-wide

Planned Activities Develop a comprehensive affordable housing strategy and plan for the COSF

**Estimate the number  
and type of families that** 50

**will benefit from the  
proposed activities**

**Fair Housing, Housing Counseling, and Legal Services**

|                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                          |
|------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Project Name                                                                                               | RFP: Fair Housing Counseling & Legal Services                                                                                                                                                                                                                                                                                                                                                            |
| Target Area                                                                                                | City-wide                                                                                                                                                                                                                                                                                                                                                                                                |
| Goal Supported                                                                                             | Affordable Housing                                                                                                                                                                                                                                                                                                                                                                                       |
| Funding                                                                                                    | \$25,000                                                                                                                                                                                                                                                                                                                                                                                                 |
| Needs Addressed                                                                                            | Affordable Housing                                                                                                                                                                                                                                                                                                                                                                                       |
| Description:                                                                                               | Funding is recommended to assist City of South Fulton in meeting its mandated obligation to Affirmatively Further Fair Housing (AFFH) by providing comprehensive education and outreach, complaint intake and counseling, and enforcement services to ensure general public and housing providers covered under the Federal Fair Housing Act understand their rights and responsibilities under the law. |
| Target Date                                                                                                | 12/31/2021                                                                                                                                                                                                                                                                                                                                                                                               |
| Project Service Area                                                                                       | City-wide                                                                                                                                                                                                                                                                                                                                                                                                |
| Planned Activities                                                                                         | Assist residents with filing Fair Housing complaints, provide legal support to vulnerable residents, education and outreach.                                                                                                                                                                                                                                                                             |
| <b>Estimate the number<br/>and type of families that<br/>will benefit from the<br/>proposed activities</b> | 250                                                                                                                                                                                                                                                                                                                                                                                                      |



### Disaster Preparedness & Emergency Management

Project Name Department of Fire CDBG Program

Target Area City-wide

Goal Supported Non-Housing: Disaster Preparedness

Funding \$25,000

Needs Addressed To assist the City in disaster recovery efforts, training for residents, training for EMT workers in disaster preparedness.

Description: To build a service delivery infrastructure that will allow the COSF to effectively prepare for and mitigate public crisis as a result of natural disasters. The program will carry out job training to expand the pool of health care workers and technicians (EMT's) that are available to treat disease within a community; Provide testing, diagnosis or other services at a fixed or mobile location. Increase the capacity and availability of targeted health services for infectious disease response within existing health facilities; Provide equipment, supplies, and materials necessary to carry-out a public service; Deliver meals on wheels to quarantined individuals or individuals that need to maintain social distancing due to medical vulnerabilities.

Project Service Area: City-wide

Planned Activities

**Estimate the number  
and type of families that** 250

**will benefit from the  
proposed activities**

**Planning and Program Administration**

Project Name CDBG Program Administration

Target Area City-wide

Goal Supported

Funding \$100,000

Needs Addressed Planning & Program Administration

Description: Funding is recommended to cover the program administration costs of the CDBG Program.

Target Date 12/31/2021

Project Service Area City-wide

Planned Activities

**Estimate the number and type of families that will  
benefit from the proposed activities**

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## **Actions planned to reduce lead-based paint hazards**

The City of South Fulton follows HUD's Lead Safe Housing Rule requirements in all of its federally-funded rehab, homeowner, and remediation projects. The City also provides homeowners and landlords access to services for identifying and controlling lead-based paint hazards through community education and outreach of via our Code Enforcement division. We plan to use of federal dollars help income eligible homeowners and landlords, identify and remediate Lead hazards in their homes. To be eligible for services the homeowner must qualify using the following criteria:

- 1) the home must be built before 1978
- 2) there must be children six or younger living in the home
- 3) there must be visible damaged or peeling paint in the home or outside play areas, and
- 4) applicants must meet the program's income requirements.
- 5) All work must be done by Certified Lead approved contractor.

How are the actions listed above related to the extent of lead poisoning and hazards?

Following the Lead Safe Housing Rule requirements in federally funded housing activities reduces risk of lead poisoning and hazards. The Lead Safe Housing Rule is designed to reduce hazards relating to lead-based paint in housing, which include irreversible health effects, brain and nervous system damage, reduced intelligence, and learning disabilities. Children, pregnant women, and workers are most at risk of experiencing negative health effects resulting from exposure to lead-based paint hazards. More than 20 million homes built before 1978 contain lead-based paint hazards. For these reasons, it is vital that the City of Atlanta reduce lead-based paint hazards in all federally funded housing activities.<sup>19</sup>

The City's will provide additional assistance for eligible homeowners or landlords to address lead hazards in privately-owned rental or owner-occupied housing. By providing three-year deferred loans, which do not need to be paid back as long as the property owner does not sell the house for three years, the City plans to reduce the financial burden of addressing lead hazards in privately-owned housing per the Jan 16, 2017 revised rule as mandated by Title 24 of the Code of Fed Regulations. Part 35 (24 CFR 35) <sup>20</sup> Lead-Based Paint Regulations. [https://www.hud.gov/sites/documents/DOC\\_12805.PDF](https://www.hud.gov/sites/documents/DOC_12805.PDF)

How are the actions listed above integrated into housing policies and procedures?

South Fulton integrates Lead Safe Housing Rule requirements into housing policies and procedures through:

- administering the Lead Safe Program, as described above,
- requiring the full abatement of lead in federally funded projects,
- requiring contractors and workers to complete EPA/ HUD training in lead-safe work practices in

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<sup>19</sup> U.S. Department of Housing and Urban Development. (n.d.). Lead Safe Housing Rule Requirements. [https://www.hud.gov/program\\_offices/healthy\\_homes/enforcement/lshr\\_summary](https://www.hud.gov/program_offices/healthy_homes/enforcement/lshr_summary)

<sup>20</sup>

order to be eligible to bid and work on projects,

- following HUD's Lead Safe Housing Rule requirements in all of the City's federally-funded rehab, projects.

### **Actions planned to reduce the number of poverty-level families**

The City's economic development programs will focus on creation of employment and entrepreneurial opportunities through assistance targeted to small and minority-owned businesses. Other innovations for local businesses include the launch of the Destination South Fulton Main Street Program. The program will develop hyper-local economies citywide, serving as an economic stimulus for neighborhoods with high levels of poverty and increasing the number of local jobs.

Additionally, efforts to create a revolving loan fund and business rent stabilization fund are underway in South Fulton. The revolving loan fund will use CDBG funds and additional sources to provide low interest loans to eligible business owners. The Commercial Rent Stabilization fund will also use CDBG funds to help struggling businesses stay afloat during economically challenging times. The City desires to establish a Revolving Loan Fund in efforts to assist in meeting our Timeliness requirement. According to the HUD manual, "Revolving loan funds are specifically allowed with the CDBG program. Many CDBG grantees use revolving loan funds in conjunction with single family rehabilitation programs (as well as for other activities such as microenterprise loans)."

A revolving loan fund is a separate fund (independent of other CDBG program accounts) set up for the purpose of carrying out specific activities. These activities generate payments to the account for use in carrying out the same type of activities. It is a priority for the City is to establish a revolving loan fund for economic development purposes. The purpose of this funding is to provide capital targeted commercial areas of the City and to promote revitalization. The Old National Corridor and The Red Oak Community are great pilot locations for the use of these funds. Loans from the Revolving Loan fund will result in:

1. Increased or retained employment.
2. Improve the City's tax base by increasing the value of taxable property or adding property to the tax digest.
3. Assist neighborhood revitalization.
4. Assist opportunities for minority or female owned and operated businesses or disadvantaged business enterprises.
5. Increase desirable trade and commerce.
6. Assist in the rehabilitation of historic commercial, industrial or mixed-use property.

## Program Specific Requirements

### AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

#### Introduction:

#### Community Development Block Grant Program (CDBG)

##### Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

|                                                                                                                                                                                                |          |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|
| 1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed                                            | 0        |
| 2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan. | 0        |
| 3. The amount of surplus funds from urban renewal settlements                                                                                                                                  | 0        |
| 4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan                                                   | 0        |
| 5. The amount of income from float-funded activities                                                                                                                                           | 0        |
| <b>Total Program Income:</b>                                                                                                                                                                   | <b>0</b> |

#### Other CDBG Requirements

|                                                                                                                                                                                                                                                                                                                                                                                                   |         |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|
| 1. The amount of urgent need activities                                                                                                                                                                                                                                                                                                                                                           | 0       |
| 2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan. | 100.00% |

## Appendix - Alternate/Local Data Sources

|   |                                                                                                                                                                                                                                                  |
|---|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | <b>Data Source Name</b><br>Surveys                                                                                                                                                                                                               |
|   | <b>List the name of the organization or individual who originated the data set.</b><br>City of South Fulton Department of Community Development & Regulatory Affairs; City of South Fulton Economic Development Department; BAE Urban Economics; |
|   | <b>Provide a brief summary of the data set.</b><br>Surveys were distributed to solicit information as part of the consolidated planning process.                                                                                                 |
|   | <b>What was the purpose for developing this data set?</b><br>The surveys collected data to assist the City in establishing priorities for the consolidated plan.                                                                                 |
|   | <b>How comprehensive is the coverage of this administrative data? Is data collection concentrated in one geographic area or among a certain population?</b><br>The comprehensive coverage for data collection was city-wide.                     |
|   | <b>What time period (provide the year, and optionally month, or month and day) is covered by this data set?</b><br>June 2020                                                                                                                     |
|   | <b>What is the status of the data set (complete, in progress, or planned)?</b><br>Complete for developing the Consolidated Plan, however, soliciting community input for using federal funds in their communities is ongoing.                    |

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<sup>i</sup> [https://www.cityofsouthfultonga.gov/DocumentCenter/View/2621/S-Fulton-Economic-Development-Strategic-Plan-FINAL\\_012120](https://www.cityofsouthfultonga.gov/DocumentCenter/View/2621/S-Fulton-Economic-Development-Strategic-Plan-FINAL_012120)



# DIVIDER





# ANNUAL ACTION PLAN PROGRAM YEAR 2021

## ABSTRACT

The Annual Action Plan serves as the funding application to HUD for federal entitlement funds. This Plan is a part of the City's larger Consolidated Plan that articulates the City's community development investments and highlights the City's overall housing and community development needs. This plan identifies specific activities the City plans to undertake in the given year using our federal funds.

Prepared by: The City of South Fulton

## **AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)**

### **1. Introduction**

Each year grantees are required to submit an Annual Action Plan to the U.S. Department of Housing and Urban Development (HUD) in relation to the substantial grant agreement it enters annually for federal financial resources through HUD's Community Planning and Development (CPD) Office. The Action Plan is a one-year implementation plan that targets goals and allocations to achieve successes of its overall HUD required Five-Year Consolidated Plan.

This 2021 Plan document is the City of South Fulton's inaugural Annual Action Plan related to the 2020-2024 Five-Year Consolidated Plan. The Consolidated Plan provides a comprehensive housing and community development vision that includes affordable housing, non-housing community development (public facilities, public improvements, infrastructure, public services, and economic development) and an avenue for citizen involvement. The Annual Action Plan implements the strategy, goals, and objectives established in the Five-Year Consolidated Plan. The Annual Action Plan serves the annual funding application for the Community Development Block Grant (CDBG), describes the resources available, the programs and project types to be funded, and the proposed accomplishments.

The goals of the Consolidated Plan and Annual Action Plan are specific to needs of low-and moderate-income residents and households in the City of South Fulton (COSF). More specifically, the funding associated with the Plans are for services provided directly to City of South Fulton residents.

The Action Plan is developed with the input of City stakeholders and serves the following functions:

1. It serves as the City's application for funds available through the HUD Formula Programs: Community Development Block Grant (CDBG); and
2. It serves as the City's annual planning document, built through public input and participation; and
3. It outlines expected annual funding resources, the method of fund distribution, and the actions the City will follow in administering HUD Programs; and
4. It provides accountability to citizens for the use of the funds and allows HUD to measure program performance and advancement of program goals.

### **2. Summarize the objectives and outcomes identified in the Plan**

All Federal funding allocations will be used in a manner which supports the major goals of the City of South Fulton's Consolidated Plan, which are to provide decent affordable housing, a suitable living environment, and expanding economic opportunities to principally benefit low-and moderate income persons within the City. The City will prioritize the following activities: Blight Reduction and Neighborhood Revitalization; Public Facilities, Facility Improvements, and Public Infrastructure; Economic Development and Small Business Incentives; Fair Housing, Housing Counseling, and Legal Services; Affordable Housing Supply and Support; and Disaster Preparedness & Emergency Management.

## **FY2020 – 2024 PRIORITIES, FUNDING, and CONSIDERATIONS**

- Blight Reduction and Neighborhood Revitalization
- Public Facilities, Facility Improvements, and Public Infrastructure
- Economic Development and Small Business Incentives
- Fair Housing, Housing Counseling, and Legal Services
- Affordable Housing Supply and Support
- Disaster Preparedness & Emergency Management
- Planning & Administration

### **3. Evaluation of past performance**

As a new CDBG entitlement community, the COSF prioritized eligible CDBG activities that align with the City's existing Strategic and Economic Development Plans. In the inaugural year of the plan, the City will use its CDBG funds to advance program activities through various user departments within the City.

### **4. Summary of Citizen Participation Process and consultation process**

The department has adopted a Citizen Participation Plan to provide for and encourage citizen participation in CDBG other grant funded programs. The primary goal of the Plan is to provide citizens, business owners, and various community organizations within the City of South Fulton with adequate opportunities to participate in the planning, implementation, and assessment of the City's federal programs. The Plan identifies policies and procedures that are designed to maximize citizen participation in the community development process.

The City has taken specific actions to encourage increased participation in its housing and community development programs, particularly by persons of low- and moderate-incomes. These actions include:(a) Identification of geographic areas in the City with concentrations of low- and moderate-income persons and concentrations of minorities; (b) Preparation of project proposals and the Annual Action Plans in a manner to afford low- and moderate-income persons and other affected citizens the opportunity to examine its contents and provide comments to the City of South Fulton; (c) Informing the citizens through public hearings of the long-term and short-term objectives of the plan, the anticipated amount of HUD grant funds available for proposed activities, the potential activities to be funded, the actual projects chosen for funding, the annual progress in project implementation, and the availability of the Proposed Annual Action Plan for public review and comments; and (d) Review of all citizen comments and incorporation of such comments into the Consolidated Plan, as applicable.

All information and records relating to the City of South Fulton's federally funded program activities are made available to the public for review and comments as required by Federal, State and local laws and regulations. Notices of public hearings are publicized throughout the City using a variety of advertising methodologies. Before the hearings occur, at least one advertisement appears in a local newspaper of general circulation; advertisement appears on the City of South Fulton's website, and postings occur at local libraries and other governmental buildings throughout the City. The advertisements are "display ads" or "legal ads" which appear in the sections of the newspaper most likely to be read by citizens.

Additionally, the viewing of advertisements can be found on the City's website at [www.cityofsouthfultonga.gov](http://www.cityofsouthfultonga.gov).

The department took a two-step approach prior to the finalizing of the Annual Action Plan document.

- Notices of the public comment period for this Action Plan were published \_\_\_\_\_; in the Daily Report newspaper, distributed by email blast to the Department's email list; City of South Fulton's web site, community centers and libraries.
- Public Hearings were held in the following locations:
  - o TBD

Attendance for the public hearing was recorded via our live streamed meeting and posted to the City's You tube channel. Sign in sheets are made available to the public during the hearing and are available in both English and Spanish. Citizens needing reasonable accommodations due to a disability, including communications in an alternative format were provided – assistance through Georgia Relay Access and information on how to contact the Department of Communications in order to accommodate special requests.

## **5. Summary of public comments**

The Citizen Participation Plan (CPP) sets forth policies and procedures to provide for and encourage participation by the residents of South Fulton in the development of the City's Consolidated Plan for Housing and Community Development (Consolidated Plan or ConPlan), and the associated Annual Action Plans (AAP). The CPP also applies to any substantial amendments to the ConPlan or AAP, the preparation of the Consolidated Annual Performance and Evaluation Report (CAPER) which evaluates progress toward the Consolidated Plan objectives, and the Fair Housing Study required by HUD currently known as an Analysis of Impediments to Fair Housing Choice (AI) or any other successor study or report for the purpose of evaluating the City's affirmative commitment to fair housing. A copy of the CPP and the public comments are attached as separate documents. Comments were gathered using a variety of methodologies in concert with the development of the City's Strategic Plan and Economic Development Plan respectively.

## **6. Summary of comments or views not accepted and the reasons for not accepting them**

TBD

## **7. Summary**

The strategy for community success must begin at the community level, using that as a catalyst for the entire City's success. Citizens within the City of South Fulton have many needs as expressed through the comments presented and data regarding the number of vulnerable populations. Through the Consolidated Plan and Annual Action Plan, funds afforded the City will be used to serve the citizens and the health of their communities.

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## PR-05 Lead & Responsible Agencies – 91.200(b)

### 1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

| Agency Role        | Name                 | Department/Agency                                                               |
|--------------------|----------------------|---------------------------------------------------------------------------------|
| CDBG Administrator | City of South Fulton | Department of Community Development and Regulatory Affairs & Finance Department |

Table 1 – Responsible Agencies

### Narrative (optional)

The City of South Fulton's Consolidated Plan and Annual Action Plan are prepared collaboratively by the Departments of Community Development and Regulatory Affairs and Finance for (CDBG & HOME) Programs. The Department of Community Development and Regulatory Affairs is the lead entity responsible for overseeing the development of the documents related to the Consolidated and Annual Action Plan. The Department of Finance is responsible for the grant administration of each federal program, compliance, program reporting, and fiduciary responsibilities. The City actively works to establish and support relationships with other City departments, federal and state agencies, local governments as well as non-profit, for-profit and private sector partners, to identify the affordable housing and community development strategies to meet the unique and fluid needs of our residents by leveraging resources and relationships appropriately.

### Consolidated Plan Public Contact Information

Christina Cummings, Deputy Director, Community Development & Regulatory Affairs  
5440 Fulton Industrial Blvd, Ste A  
Atlanta, GA 30336  
[christina.cummings@cityofsouthfultonga.gov](mailto:christina.cummings@cityofsouthfultonga.gov)  
470.809.7234 – Phone

## **AP-10 Consultation – 91.100, 91.200(b), 91.215(l)**

### **1. Introduction**

The COSF makes a concerted effort to engage members of our community in the development of the AAP and the Consolidated Plan. We strategically target income eligible residents and work with our partners within Fulton County, the City of Atlanta, and the Atlanta Regional Commission to ensure that our planning efforts are coordinated and aligned.

#### **Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l))**

The COSF is not anticipating funding from HUD's Emergency Solutions Grant. As such, the City will partner with the Fulton County Department of Community Development and the city of Atlanta to provide referrals for eligible residents. The City will work collaboratively with our partners within Fulton County and the city of Atlanta's Continuum of Care (CoC) to ensure that human services for eligible residents are managed in a coordinated manner.

#### **Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.**

As a new entitlement community, the COSF will forge relationships with neighboring jurisdictions and the Department of Community Affairs (DCA) to effectively support and adequately address the needs of our homeless residents. Because the COSF is not anticipating funding to advance this activity specifically, we will provide referrals to both the Fulton County and city of Atlanta CoC's. We will work with local non-profit organizations to ensure that they know how to access resources and funding for homeless clients. We will ensure there is coordinated communication and cooperation among our neighboring jurisdictions.

#### **Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS.**

The COSF will seek input from the neighboring CoC's of Fulton County and Atlanta. As a new entitlement community, the COSF will likely not be eligible for ESG funds from HUD. As our City grows and we better understand the needs of our homeless residents, we will develop appropriate and specific metrics for reporting on our homeless population. Our relationship with our neighboring jurisdictions be codified via a Memorandum of Understanding or Intergovernmental Agreement.

**2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities**

**Table 2 – Agencies, groups, organizations who participated**

|   |                                                                                                                                                      |                                                                                                                                                                                                                                                                                                       |
|---|------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | <b>Agency/Group/Organization</b>                                                                                                                     | Georgia Department of Community Affairs                                                                                                                                                                                                                                                               |
|   | <b>Agency/Group/Organization Type</b>                                                                                                                | Service-Fair Housing<br>Other government - State                                                                                                                                                                                                                                                      |
|   | <b>What section of the Plan was addressed by Consultation?</b>                                                                                       | Strategic Plan Priority Needs                                                                                                                                                                                                                                                                         |
|   | <b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b> | The agency was consulted by phone and email to register for upcoming trainings/seminar on eliminating barriers to fair housing. Goals related to addressing housing needs. The City of South Fulton is submitting a letter of intent to be a part of Georgia Initiative for Community Housing Cohort. |
| 2 | <b>Agency/Group/Organization</b>                                                                                                                     | Atlanta Regional Commission                                                                                                                                                                                                                                                                           |
|   | <b>Agency/Group/Organization Type</b>                                                                                                                | Planning organization                                                                                                                                                                                                                                                                                 |
|   | <b>What section of the Plan was addressed by Consultation?</b>                                                                                       | Non-Homeless Community Development Needs                                                                                                                                                                                                                                                              |
|   | <b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b> | The Agency participated in the City's Consolidated Plan process by providing technical assistance and funding through the Community Development Assistance Program (CDAP).                                                                                                                            |
| 3 | <b>Agency/Group/Organization</b>                                                                                                                     | FRIENDS OF DISABLED ADULTS AND CHILDREN TOO, INC.                                                                                                                                                                                                                                                     |
|   | <b>Agency/Group/Organization Type</b>                                                                                                                | Services-Persons with Disabilities                                                                                                                                                                                                                                                                    |
|   | <b>What section of the Plan was addressed by Consultation?</b>                                                                                       | Non-Homeless Special Needs                                                                                                                                                                                                                                                                            |
|   | <b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b> | The agency participated in the Consolidated Plan process by providing informative/referral information concerning disabled adults and children.                                                                                                                                                       |
| 4 | <b>Agency/Group/Organization</b>                                                                                                                     | BAE Urban Economics                                                                                                                                                                                                                                                                                   |
|   | <b>Agency/Group/Organization Type</b>                                                                                                                | Economic Development Consultant                                                                                                                                                                                                                                                                       |
|   | <b>What section of the Plan was addressed by Consultation?</b>                                                                                       | Housing Market Analysis                                                                                                                                                                                                                                                                               |
|   | <b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b> | Agency was consulted to provide a Market Study, SWOT analysis, community engagement, and data analysis for the COSF.                                                                                                                                                                                  |



|   |                                                                                                                                                      |                                                                                                                                 |
|---|------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------|
| 5 | <b>Agency/Group/Organization</b>                                                                                                                     | Fulton County Office of Equal Employment Opportunity & Disability Affairs                                                       |
|   | <b>Agency/Group/Organization Type</b>                                                                                                                | Other government - County                                                                                                       |
|   | <b>What section of the Plan was addressed by Consultation?</b>                                                                                       | Non-Homeless Special Needs                                                                                                      |
|   | <b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b> | Department was consulted to provide ADA awareness under the American with Disabilities Act.                                     |
| 6 | <b>Agency/Group/Organization</b>                                                                                                                     | City of Atlanta Department of Grants and Community Development                                                                  |
|   | <b>Agency/Group/Organization Type</b>                                                                                                                | Other government – Public Housing Authority                                                                                     |
|   | <b>What section of the Plan was addressed by Consultation?</b>                                                                                       | Homelessness Strategy                                                                                                           |
|   | <b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b> | Agency was consulted to provide information about the City of Atlanta’s Section 8 Moderate Rehab Program for referral purposes. |

**Identify any Agency Types not consulted and provide rationale for not consulting**

All available agencies pertaining to the plan were contacted and consulted.

**Other local/regional/state/federal planning efforts considered when preparing the Plan**

| <b>Name of Plan</b>            | <b>Lead Organization</b>                   | <b>How do the goals of your Strategic Plan overlap with the goals of each plan?</b>                                                                                                                                                                                                                            |
|--------------------------------|--------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| COSF Strategic Plan            | City of South Fulton                       | The goals of the City’s strategic plan directly correlate with the Consolidated Plan goals and data from this plan was used to inform the Consolidate Plan projects and priorities                                                                                                                             |
| COSF Economic Development Plan | City of South Fulton / BAE Urban Economics | BAE Urban Economics was commissioned by the City of South Fulton to conduct the City’s Economic Development plan. This plan directly informs the market study section of the Consolidated Plan.                                                                                                                |
| Livable Centers Initiative     | Atlanta Regional Commission                | The Atlanta Regional Commission’s Livable Centers Initiative (LCI) is a grant program that incentivizes local jurisdictions to re-envision their communities as vibrant, walkable places that offer increased mobility options, encourage healthy lifestyles and provide improved access to jobs and services. |

**Table 3 – Other local / regional / federal planning efforts**

## AP-12 Participation – 91.105, 91.200(c)

### 1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

The citizen participation plan calls for at least two public hearings per year. Public hearings will be held at convenient times and locations, preferably in the evening and in places where people most affected by proposed activities can attend, with accommodation for persons with disabilities. These hearings allow citizens the opportunity to offer comments on the Consolidated Plan and processes associated with plan development.

Notice of the time and date of public hearings will be published no less than two weeks prior to the date of the hearing. Notices are posted in government facilities, published in the \_\_\_\_\_ local paper, communicated to Spanish-speakers through publication in Mundo Hispanico and/or advertisement on Spanish-language radio.

Notice will also be available on the City's website at [www.cityofsouthfultonga.gov](http://www.cityofsouthfultonga.gov), and the city's Youtube channel.

This process uses several methods to involve individuals, community organizations, and local governments during information gathering. Citizen input influenced the Annual Action Plan in a myriad of ways and methodologies. Last year, the City South Fulton underwent a City-wide Strategic Plan Adoption and an Economic Development Plan than was performed by BAE Urban Economics. While these plans were not specific to the requirements for HUD, these plans underwent extensive community engagement and helped identify the major housing priorities for the City. During the development of these 2 plans respectively, the City engaged with over 1600 residents and stakeholders. Many of the data used in this report were drawn from the City's Strategic Plan and Economic Development Plan respectively. Additionally, the City developed a specific survey for CDBG activities that was distributed to residents, stakeholders and businesses via Constant Contact, Survey Monkey, E-mail Blast and to Council and the Mayor. The data formed the basis for the priorities identified in the AAP and Consolidated Plan.

### Citizen Participation Outreach

| Sort Order | Mode of Outreach | Target of Outreach           | Summary of response/attendance | Summary of comments received | Summary of comments not accepted and reasons | URL (If applicable) |
|------------|------------------|------------------------------|--------------------------------|------------------------------|----------------------------------------------|---------------------|
| 1          | Newspaper Ad     | Non-targeted/broad community | TBD                            | None received                |                                              |                     |
| 2          | Public Meeting   | Non-targeted/broad community | TBD                            | None received                |                                              |                     |

Table 4 – Citizen Participation Outreach

## Expected Resources

### AP-15 Expected Resources – 91.220(c)(1,2)

#### Introduction

All Federal funding allocations will be used in a manner which supports the major goals of the City of South Fulton's Consolidated Plan, which are to provide decent affordable housing and a suitable living environment to principally benefit low and moderate income persons within the City.

As a new entitlement community, the anticipated resources identified in this section include Community Development Block Grant (CDBG) program funds and the HOME Investment Partnerships Program. These funds are estimates based on projections from the U.S. Department of Housing and Urban Development for the City as a new HUD grantee.

#### Anticipated Resources

| Program | Source of Funds  | Uses of Funds                                                                                                                                | Expected Amount Available Year 1 |                    |                          |           | Expected Amount Available Remainder of ConPlan \$ | Narrative Description                                                                                                                                                        |
|---------|------------------|----------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|--------------------|--------------------------|-----------|---------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|         |                  |                                                                                                                                              | Annual Allocation: \$            | Program Income: \$ | Prior Year Resources: \$ | Total: \$ |                                                   |                                                                                                                                                                              |
| CDBG    | public - federal | Acquisition<br>Admin and Planning<br>Economic Development<br>Housing<br>Public Improvements<br>Public Services<br><br>Emergency Preparedness |                                  | 0                  | 0                        |           | \$500,000                                         | CDBG funds will be used to support planning, economic development, homeowner housing rehabilitation, demolition, public services, public facilities and public improvements. |

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

The City of South Fulton will use federal funds to leverage additional private, state and local funds where applicable.

**If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan**

CDBG funding will be used to support public facilities for public purposes using existing publicly owned properties to include parks, recreational facilities and community centers in low to moderate income areas of the City. Sidewalks, including accessibility improvements for sidewalks and curbs, may be installed in these areas, especially in locations with high pedestrian usage such as routes commonly used by school children or by persons walking to public transportation and shopping.

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## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives

#### Goals Summary Information

| Sort Order | Goal Name                                                           | Start Year | End Year | Category                          | Geographic Area                                         | Needs Addressed                                   | Funding         | Goal Outcome Indicator                                                                                     |
|------------|---------------------------------------------------------------------|------------|----------|-----------------------------------|---------------------------------------------------------|---------------------------------------------------|-----------------|------------------------------------------------------------------------------------------------------------|
| 1          | Blight Reduction and Neighborhood Revitalization                    | 2020       | 2024     | Non-Housing Community Development | City-wide                                               | Affordable Housing Access and Support             | CDBG: \$125,000 | Public service activities other than Low/Moderate Income Housing Benefit:                                  |
| 2          | Public Facilities, Facility Improvements, and Public Infrastructure | 2020       | 2024     | Non-Housing Community Development | City-wide                                               | Community Facilities, Infrastructure              | CDBG: \$50,000  | Area Benefit to 2500 residents                                                                             |
| 3          | Economic Development and Small Business Incentives                  | 2020       | 2024     | Non-Housing Economic Development  | City-wide CDIA<br>Community Development Investment Area | Economic Development Area Benefit<br>Job Creation | CDBG: \$150,000 | Benefit to 50 businesses                                                                                   |
| 4          | Fair Housing, Housing Counseling, and Legal Services                | 2020       | 2024     | Affordable Housing                | City-wide                                               | Affordable Housing Access and Support             | CDBG: \$25,000  | Provide legal services for 100 Low-Moderate income persons to avoid eviction,                              |
| 5          | Disaster Preparedness & Emergency Management Response               | 2020       | 2024     | Non-Housing Community Development | City-wide                                               | Affordable Housing Access and Support             | CDBG: \$25,000  | Emergency Management Supplies, PPE, food for vulnerable populations: Seniors & Low-Moderate Income Persons |
| 6          | Planning & Administration                                           | 2020       | 2024     | Planning                          |                                                         |                                                   | CDBG: \$100,000 |                                                                                                            |

## **FY2020 – 2024 PRIORITIES, FUNDING, and CONSIDERATIONS**

- Blight Reduction and Neighborhood Revitalization
- Public Facilities, Facility Improvements, and Public Infrastructure
- Economic Development and Small Business Incentives
- Fair Housing, Housing Counseling, and Legal Services
- Affordable Housing Supply and Support
- Disaster Preparedness & Emergency Management Response
- Planning & Administration

### **Projects**

#### **AP-35 Projects – 91.220(d)**

##### **Introduction**

CDBG funding will be used to support affordable housing development, develop public facilities for public purposes using existing publicly owned properties to include parks, recreational facilities and community centers in low to moderate income areas of the City and for Economic Development purposes. Because the City of South Fulton is seeking entitlement status during a national pandemic, we deem it necessary to use a portion of our federal award for disaster preparedness and emergency management activities. The City has pressing infrastructure needs such as sidewalks, including accessibility improvements for sidewalks and curbs, may be installed in areas throughout the city, especially in locations with high pedestrian usage such as routes commonly used by school children or by persons walking to public transportation and shopping.

The Consolidated Plan (ConPlan) grant programs have expenditure deadlines and performance standards that are statutorily mandated by HUD. Nationally, Congress and HUD have increasingly emphasized expenditure requirements and timely expenditures for Participating Jurisdictions (PJs). Expenditure standards for these grants are as follows, and if not met, will be subject to recapture:

- CDBG unexpended funds in excess of 1.5 times its annual allocation at the end of the program period.

The City of South Fulton has implemented processes that will aid in the implementation of our projects to ensure the timely expenditure of our federal funds.

## RECOMMENDED FUNDING ALLOCATIONS

### Funding Recommendations Overview

| Funding Recommendations by Priority                                 | Funding Amount   |
|---------------------------------------------------------------------|------------------|
| Blight Reduction and Neighborhood Revitalization                    | \$125,000        |
| Public Facilities, Facility Improvements, and Public Infrastructure | \$50,000         |
| Economic Development and Small Business Incentives                  | \$150,000        |
| Fair Housing, Housing Counseling, and Legal Services                | \$25,000         |
| Affordable Housing Supply and Support                               | \$25,000         |
| Disaster Preparedness & Emergency Management Response               | \$25,000         |
| Planning & Administration                                           | \$100,000        |
| <i>Estimated Funding</i>                                            | <i>\$500,000</i> |

Table 5 - Project Information

### Blight Reduction and Neighborhood Revitalization

| Organization                                             | Project Name                                           | Score | Previous Yr. Funding | Funding Request | Recommended Funding |
|----------------------------------------------------------|--------------------------------------------------------|-------|----------------------|-----------------|---------------------|
| Department of Community Development & Regulatory Affairs | Code Enforcement Blighted + Nuisance Abatement Program |       |                      |                 | \$125,000           |

### Public Facilities, Facility Improvements, and Public Infrastructure

| Organization                     | Project Name              | Score | Previous Yr. Funding | Funding Request | Recommended Funding |
|----------------------------------|---------------------------|-------|----------------------|-----------------|---------------------|
| Department of Parks & Recreation | CDBG Parks Program        |       | \$0                  |                 | \$25,000            |
| Department of Public Works       | CDBG Public Works Program |       | \$0                  |                 | \$25,000            |

### Economic Development and Small Business Incentives

| Organization             | Project Name                                                                              | Score | Previous Yr. Funding | Funding Request | Recommended Funding |
|--------------------------|-------------------------------------------------------------------------------------------|-------|----------------------|-----------------|---------------------|
| Destination South Fulton | Economic Development Program: Mainstreet, Revolving Loan Fund, Rent Stabilization Program |       |                      |                 | \$150,000           |

### Fair Housing, Housing Counseling, and Legal Services

| Organization         | Project Name | Score | Previous Yr. Funding | Funding Request | Recommended Funding |
|----------------------|--------------|-------|----------------------|-----------------|---------------------|
| RFP or City Attorney | Fair Housing |       | \$ 0                 |                 | \$ 25,000           |

**Affordable Housing Supply and Support**

| Organization                                             | Project Name                               | Score | Previous Yr. Funding | Funding Request | Recommended Funding |
|----------------------------------------------------------|--------------------------------------------|-------|----------------------|-----------------|---------------------|
| Department of Community Development & Regulatory Affairs | GIHC Cohort & Housing Strategy Development |       | \$0                  | \$25,000        | \$25,000            |

**Disaster Preparedness & Emergency Management**

| Organization    | Project Name                  | Score | Previous Yr. Funding | Funding Request | Recommended Funding |
|-----------------|-------------------------------|-------|----------------------|-----------------|---------------------|
| Fire Department | Disaster Preparedness Program |       | \$ 0                 |                 | \$ 25,000           |

**Planning and Program Administration**

| Organization                                             | Project Name        | Score | Previous Yr. Funding\$0 | Funding Request | Recommended Funding |
|----------------------------------------------------------|---------------------|-------|-------------------------|-----------------|---------------------|
| Department of Community Development & Regulatory Affairs | CDBG Administration | N/A   | \$0                     | \$0             | \$100,000           |

**Describe the reasons for allocation priorities and any obstacles to addressing underserved needs**

CDBG funding will be used to support a wide range of eligible activities that include but are not limited to: affordable housing development, develop public facilities for public purposes using existing publicly owned properties to include parks, recreational facilities and community centers in low to moderate income areas of the City, Fair Housing Support, Disaster Preparedness, and for Economic Development purposes. Because the City of South Fulton is seeking entitlement status during a national pandemic, we deem it necessary to use a portion of our federal award for disaster preparedness and emergency management activities in the future. The addition of this activity into our Consolidated and Annual Action Plan will alleviate the need for the City to do a substantive amendment to our plan as required by HUD. The City has many pressing infrastructure needs such as sidewalks, including accessibility improvements for sidewalks and curbs, may be installed in areas throughout the city, especially in locations with high pedestrian usage such as routes commonly used by school children or by persons walking to public transportation and shopping. As a new entitlement community, the City's funding is a barrier to addressing underserved needs in our community. According to our most recent Economic Development study, the COSF has about 12.2 percent of households living at or below the poverty line. This translates to about 3,815 CDBG eligible households. These federal funds will augment the City's ability to deliver much needed community development services to our residents in underserved areas. The projects in the table above were identified using information collected and analyzed from many different sources including: Community Meetings, See Click Fix Data; City Planning activities: Economic Development Plan, COSF Strategic Plan, Market Valuation Analysis and City Council Actions.



Draft

## AP-50 Geographic Distribution – 91.220(f)

**Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed**

### Geographic Distribution

| Target Area | Percentage of Funds |
|-------------|---------------------|
| City-wide   | 100                 |

**Table 6 - Geographic Distribution**

### Rationale for the priorities for allocating investments geographically

The City of South Fulton plans to allocate and invest resources broadly throughout the City. The majority of low-and-moderate-income Census Block Groups are located within southern parts of the City. The City will target all areas that include low to moderate-income individuals. Because City's priority needs are broadly defined based on the distribution of funds, the allocating of funds is not generally based on geography alone. Each program has a unique method of geographic distribution.

The department will consider in funding decisions that all programs, initiatives, activities, and services meet the following:

- Beneficiaries are income eligible;
- Meet a goal or priority in the Five-Year Consolidated Plan;
- Affirmatively further fair housing;
- Leverage funding;
- Sustainable over time; and
- Maximize impact and reduce administrative cost.

### Discussion

South Fulton has approximately 100,176 residents and 36,171 households. The City has experienced particularly fast growth. It is projected that by 2040, South Fulton's population is expected to grow to 124,114, which would represent a 23.9% percent increase since 2019. Household growth is projected to be 29.2 percent by 2040. These rates are comparable to, but slightly lower than, rates in Fulton County and metro Atlanta. South Fulton is comprised of a relatively larger share of family households than Fulton County and the Atlanta Metro Area, which results in relatively large average household size of 2.76. This is also reflected in the age distribution in South Fulton, where the largest age cohorts are under 18 and those aged between 35 and 44. The fastest growing age cohort in South Fulton is comprised of residents 65 or older, with other growing age cohorts including those between ages 18 and 24, 45 and 54, and 55 and 64.<sup>i</sup>

The population of South Fulton is predominantly comprised of black/African American residents (89.5 percent). Approximately 5.1 percent of residents identify as white, while 2.5 percent identify as Hispanic/Latino. From 2010 to 2019, the number of black/African American residents in South Fulton

increased by 19.3 percent, the number of white residents increased by 9.3 percent, and the number of Hispanic/Latino residents increased by 7.1 percent. As the City postures for growth, additional resources will be key in meeting the City's community development and housing needs. More than 30% of South Fulton residents report being Housing cost burdened meaning that the homeowner households are spending more than 30 percent of their gross income on housing costs (i.e. "cost-burdened"). It is not surprising that South Fulton renter households are also disproportionately cost-burdened as compared to the surrounding geographies. Approximately two-thirds of housing units in South Fulton are owner-occupied while 26.3 percent are renter-occupied.

In South Fulton, nearly three quarters of market-rate multifamily rental units have two or more bedrooms, which is a much higher rate than in Fulton County and the metro Atlanta area. As of the first quarter of 2019, the average rent for a two-bedroom unit in South Fulton was \$1,019, as compared to \$1,502 in Fulton County and \$1,286 in the Atlanta Metro Area. These lower price points for housing make the City of South Fulton more desirable for low-moderate income families. We anticipate that these housing pressures will only increase as our City grows. From 2010 to 2018, South Fulton experienced no market-rate multifamily unit development. By contrast, Fulton County and the Atlanta Metro Area experienced significant rates of multifamily development every year from 2013 to 2018.

The chart of the targeted area reflects that all of the received federal funds will be used in the City's jurisdictional area.

## Affordable Housing

### AP-55 Affordable Housing – 91.220(g)

#### Introduction

The City's priorities are: increasing the supply of quality, affordable, mixed-income housing, expanding homeownership opportunities, revitalizing neighborhoods and creating mixed-income communities. The City anticipates using available resources to provide affordable housing opportunities to assist low-income and moderate-income families as follows:

| One Year Goals for the Number of Households to be Supported |    |
|-------------------------------------------------------------|----|
| Homeless                                                    | XX |
| Non-Homeless                                                | XX |
| Special-Needs                                               | XX |
| Total                                                       | XX |

**Table 7 - One Year Goals for Affordable Housing by Support Requirement**

| One Year Goals for the Number of Households Supported Through |    |
|---------------------------------------------------------------|----|
| Rental Assistance                                             | XX |
| The Production of New Units                                   | XX |
| Rehab of Existing Units                                       | XX |
| Acquisition of Existing Units                                 | XX |
| Total                                                         | XX |

**Table 8 - One Year Goals for Affordable Housing by Support Type**

Expanding affordable housing activities with the metro Atlanta region is crucial. According to the city of Atlanta, there is a housing shortage of over 20,000 units in the city of Atlanta alone. They contribute that the housing shortage is driven by land and development costs; a construction boom for high end luxury housing; including; rapid population growth; growth mismatch between housing costs, wages and income; involuntary displacement; as well as the housing rent burden. As a result of these compounding factors, the City of South Fulton feels residual burden on our housing inventory as many people in the Metro area are in search of affordable rents that are non-luxury. The need for affordable housing far outweighs the resources currently available to the City's inaugural application for entitlement status from HUD. Due to the lack of resources available, the City feels as if our best strategy is to target resources using a place-based, strategic approach that creates opportunities for low-income households city-wide. This approach will reduce incidences of concentrated poverty and create thriving upwardly mobile neighborhoods. Our goal is to provide high quality housing to all residents regardless of income. Funding for all CDBG activities is targeted to areas where 51% or more of the population is low- to moderate-income persons. CDBG funding is directed to the Community Development Impact Area (CDIA) for projects that are eligible for grant funding based on their benefit to a geographic area, such as recreational facilities, public facilities and improvements. These are designated as "area-benefit projects." The CDIA is comprised of census block groups within the City of South Fulton where 51% or more of households have low income (less than 50% of Area Median Income) or moderate income (50-80% of Area Median Income).

## **AP-60 Public Housing – 91.220(h)**

### **Introduction**

The COSF plans to partner with the Fulton County Housing Authority to help address the housing needs of low and extremely low-income households in the City's jurisdiction. The City will work to ensure that the Housing Authority is notified of available resources, programs, and opportunities for all of its participants; especially those assisted by TBRA and those working through the Housing Authority's various self-sufficiency initiatives.

### **Actions to encourage public housing residents to become more involved in management and participate in homeownership**

The COSF will work in concert with the Housing Authority of Fulton County (HAFC) and the Atlanta Housing Authority (AH) to strengthen the families we serve by helping them to obtain employment that will lead to economic independence and self-sufficiency. Federal dollars allow the City to make strategic investments in our families and put them on a path to self-sufficiency. The City plans to partner with and build on the experience of the HAFC to refer clients to their Family Self Sufficiency Coordinator so they can access needed housing and employment resources. The HAFC requires program participants to sign a contract of participation and designs an Individual Training and Services Plan for eligible residents. The plan refers residents to additional community-based resources such as child-care, personal counseling, job training, transportation, education, household skill training and homeownership resources.

### **If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance**

N/A. The Housing Authority of Fulton County is not considered troubled.

## **AP-65 Homeless and Other Special Needs Activities – 91.220(i)**

### **Introduction**

As a new City, South Fulton understands the result of low-paying jobs, inadequate supply of affordable housing, and the increasing costs of health care, low-income individuals and children are increasingly vulnerable to the risk of residing in shelters or becoming unsheltered. To assist in combating this risk, the City recognizes that we need additional resources to support in this area. Most of the infrastructure to support this work is only available through Fulton County and the City of Atlanta. South Fulton will continue to make referrals to the County and the city of Atlanta for our residents until we are able to secure adequate funding to meet this need independently. However, the City recognizes the need to financially support programs for the homeless that are independent of Fulton County and city of Atlanta resources. With our own dedicated resources, we would make investments in the following areas:

- Housing/shelter programs for the unsheltered
- Permanent supportive housing programs for those individuals and families who are homeless or at risk of homelessness, but do have some form of income
- Housing programs for single males, single females, single parents with children, two unit households (male and female with children)

The following are areas of focus for the Continuum of Services for Fulton County:

- Outreach and assessment to identify the needs of individuals and families and to connect them to facilities and services
- Emergency shelter as a safe, decent alternative to life on the streets of the community
- Transitional housing with various supportive services
- Permanent housing or permanent supportive housing
- Employment training and accessing mainstreams benefits

### **Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including**

The HAFC is the primary provider of public housing within the Fulton County footprint. The Atlanta Housing Authority (AHA) is the primary provider of public housing in the City of Atlanta. The City of South Fulton will work in concert with these agencies to reduce homelessness by making referrals for eligible residents. AHA's portfolio includes a host of mixed-income communities with over 4,000 affordable housing units; HomeFlex (formerly Project Based Rental Assistance), AHA encourages private sector owners to reserve a portion of their units for eligible residents. HomeFlex currently supports over 5,135 affordable housing units and is leveraged to create another 1,746 tax credit units. The Housing Choice Voucher Program (HCVP) provides over 10,000 families with the means to obtain affordable housing. The COSF will collaborate with AHA and HAFC to ensure that clients are eligible, referred timely, and work to get residents connected to the housing eco-system to mitigate homelessness.

**Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

The City of South Fulton will continue to serve as an important link between residents and family wraparound services. Such services include: crisis management, life skills, healthy home habits, referrals for health services, and economic self-sufficiency programs. We will connect residents to the Fulton County and city of Atlanta Continuum of Care agencies for these needed services.

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## **AP-75 Barriers to affordable housing – 91.220(j)**

The City is taking actionable steps to promote appropriate residential density and equitable development. The City of South Fulton is planning to participate in the Georgia Initiative Community Housing (GICH) cohort. GICH is a cooperative program that began in 2005 from Department of Community Affairs, Georgia Municipal Association (GMA), and University of Georgia's Housing & Demographic Research Center also known as the GICH Partners. This cohort will help the City of South Fulton further assess our affordable housing needs and design equitable and strategic solutions that remove barriers to affordable housing.

The City will seek proposals from qualified firms to address impediments to fair housing by working with qualified firms. The agency will be charged with administering a Fair Housing program on behalf of the City. The agency will manage complaints and training on behalf of the City. The firm will be charged with designing and strengthening policies around the ability to take in and address fair housing concerns. Additionally, the agency will assist in developing communication strategies that advocate for increased education and awareness of citizen's rights around fair housing and lending.

## **APPENDICES**

### **Community Engagement Overview**

The City of South Fulton developed a detailed Citizen Participation Plan (CPP) that encourages citizen participation. The CPP articulates the methodology that will be followed by the City as it pertains to participation by persons of low or moderate income, particularly residents of predominantly low- and moderate-income neighborhoods, slum or blighted areas, and areas in which the grantee proposes to use CDBG funds.

The CPP provides reasonable and timely access to local meetings; an opportunity to review proposed activities and program performance; provide for timely written answers to written complaints and grievances; and identify how the needs of non-English speaking residents will be met in the case of public hearings where a significant number of non-English speaking residents can be reasonably expected to participate.

Request for input and feedback from the citizens of South Fulton areas into the Consolidated Plan/Annual Action Plan process began with legal notices advertised on \_\_\_\_\_ in the Daily Report, informing the public regarding the City of South Fulton's intent to seek entitlement status from HUD. Notice of the public hearing on the funding recommendations and Proposed Annual Action Plan will be published in the Daily Report beginning the week of July 13, 2020 and posting for community stakeholders, contributors, and various Council Districts. The publication of the public comment period will end on August 13th. The public hearing is scheduled to be held on August 13th, at City Hall or Virtually Online in the Council's Chambers where all comments will be obtained, reviewed and accepted.



## **Proposal Evaluation Process Overview**

During the inaugural HUD funding application 90% of the projects will be awarded to internal user departments within the City of South Fulton. For projects that require a formalized RFP, the City will follow its prescribed procurement protocols. The COSF procurement process is managed through the Department of Finance's Contracts and Procurement Division. It is the policy of the City is to provide an open and competitive bidding process. The division collects a minimum three (3) bids and awards the proposal to the most responsive bidder.

## **HUD Entitlement Grants Overview**

**Community Development Block Grant (CDBG):** provides annual grants on a formula basis to entitled cities and counties to develop viable urban communities by providing decent housing and a suitable living environment, and by expanding economic opportunities, principally for low- and moderate-income persons. Over a 1, 2, or 3-year period, as selected by the grantee, not less than 70 percent of CDBG funds must be used for activities that benefit low- and moderate-income persons. In addition, each activity must meet one of the following national objectives for the program: benefit low- and moderate-income persons, prevention or elimination of slums or blight, or address community development needs having an urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community for which other funding is not available.

## **Project-Level Info - Recommended for Funding**

### **Blight Reduction and Neighborhood Revitalization**

|                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Proposal Name:</b>        | Code Enforcement: Blight + Nuisance Abatement Program                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>Submitted By:</b>         | Department of Community Development & Regulatory Affairs                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>Requested Funding:</b>    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>Previous Yr. Funding:</b> | \$0                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>Recommended Funding:</b>  | \$125,000                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>Project Service Area:</b> | City-wide                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>Project Location:</b>     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>Description:</b>          | Support the revitalization of low/moderate-income neighborhoods. Demolition of blighted structures; code enforcement; reclamation of vacant/foreclosed properties; Funding to support the Code Enforcement Section in the demolition and cleaning and closing (secure) if abandoned residential, commercial, industrial, and multi-family structures ordered demolished and cleaned and closed through the Administrative or Judicial in Rem proceedings. This program will also provide limited rehab and repair services for income eligible homeowners of owner- occupied properties that have active code enforcement violations. |

### Public Facilities, Facility Improvements, and Public Infrastructure

|                              |                                                                                                                                                                                                                                                                                                                                     |
|------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Proposal Name:</b>        | Public Works: CDBG Program                                                                                                                                                                                                                                                                                                          |
| <b>Submitted By:</b>         | Department of Public Works                                                                                                                                                                                                                                                                                                          |
| <b>Requested Funding:</b>    |                                                                                                                                                                                                                                                                                                                                     |
| <b>Previous Yr. Funding:</b> | \$0                                                                                                                                                                                                                                                                                                                                 |
| <b>Recommended Funding:</b>  | \$25,000                                                                                                                                                                                                                                                                                                                            |
| <b>Project Service Area:</b> | City-wide                                                                                                                                                                                                                                                                                                                           |
| <b>Project Location:</b>     |                                                                                                                                                                                                                                                                                                                                     |
| <b>Description:</b>          | The program is designed to make improvements to public facilities and infrastructure, including accessibility improvements; capital project support (acquisition, conversion, rehabilitation, accessibility improvements) for community facilities and within the City's ROW. All funds will be used for ConPlan-eligible purposes. |
| <b>Proposal Name:</b>        | Parks & Recreation: CDBG Program                                                                                                                                                                                                                                                                                                    |
| <b>Submitted By:</b>         | Department of Parks & Recreation                                                                                                                                                                                                                                                                                                    |
| <b>Requested Funding:</b>    |                                                                                                                                                                                                                                                                                                                                     |
| <b>Previous Yr. Funding:</b> | \$0                                                                                                                                                                                                                                                                                                                                 |
| <b>Recommended Funding:</b>  | \$25,000                                                                                                                                                                                                                                                                                                                            |
| <b>Project Service Area:</b> | City-wide                                                                                                                                                                                                                                                                                                                           |
| <b>Project Location:</b>     |                                                                                                                                                                                                                                                                                                                                     |
| <b>Description:</b>          | The program is designed to make needed improvements to public facilities and infrastructure, and parks including accessibility improvements; for community facilities used for ConPlan-eligible purposes to enhance the quality of life for COSF residents.                                                                         |

### Economic Development and Small Business Incentives

|                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Proposal Name:</b>        | Mainstreet Program                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>Submitted By:</b>         | COSF: Destination South Fulton                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>Requested Funding:</b>    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>Previous Yr. Funding:</b> | \$0                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>Recommended Funding:</b>  | \$150,000                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>Project Service Area:</b> | City-wide                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>Project Location:</b>     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>Description:</b>          | Destination South Fulton Mainstreet Program supports economic development efforts that benefit low/moderate income persons and neighborhoods. Potential activities: provision of low-interest loans and gap financing for disadvantaged businesses via a revolving loan fund to provide funding for small businesses, and start-ups; support for initiatives that encourage job creation, especially entry-level jobs with opportunity for advancement and jobs paying adequate wages; Small Business Stabilization Program. |

### Affordable Housing Supply and Support

|                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Proposal Name:</b>        | Georgia Initiative Community Housing                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>Submitted By:</b>         | Department of Community Development & Regulatory Affairs                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>Requested Funding:</b>    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>Previous Yr. Funding:</b> | \$0                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>Recommended Funding:</b>  | \$25,000                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>Project Service Area:</b> | City-wide                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>Project Location:</b>     | COSF: Department of Community Development & Regulatory Affairs                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>Description:</b>          | The GICH program is a technical assistance cohort that is designed to help the City identify strategies and plans that conserve/expand affordable housing. This program helps communities improve their quality of life and economic vitality through the development of locally based housing and revitalization strategies; increasing private-market affordable housing options through development, renovation, and/or adaptive re-use to create housing; creating/improving supportive housing for persons with disabilities; supporting housing affordability for low-income homeowners through weatherization, energy conservation, and/or emergency repairs. |

### Fair Housing, Housing Counseling, and Legal Services

|                              |                                                                                                                                                                                                                                                                                                                                                                                                          |
|------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Proposal Name:</b>        | RFP                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>Submitted By:</b>         |                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>Requested Funding:</b>    | \$25,000                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>Previous Yr. Funding:</b> | \$0                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>Recommended Funding:</b>  | \$25,000                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>Project Service Area:</b> | City-wide                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>Project Location:</b>     | TBD                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>Description:</b>          | Funding is recommended to assist City of South Fulton in meeting its mandated obligation to Affirmatively Further Fair Housing (AFFH) by providing comprehensive education and outreach, complaint intake and counseling, and enforcement services to ensure general public and housing providers covered under the Federal Fair Housing Act understand their rights and responsibilities under the law. |

### Disaster Preparedness & Emergency Management

|                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Proposal Name:</b>        | Department of Fire CDBG Program                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>Submitted By:</b>         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>Requested Funding:</b>    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>Previous Yr. Funding</b>  | \$0                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>Recommended Funding:</b>  | \$25,000                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>Project Service Area:</b> | City-wide                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>Project Location:</b>     | COSF: Department of Fire                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>Description:</b>          | To build a service delivery infrastructure that will allow the COSF to effectively prepare for and mitigate public crisis as a result of natural disasters. The program will carry out job training to expand the pool of health care workers and technicians (EMT's) that are available to treat disease within a community; Provide testing, diagnosis or other services at a fixed or mobile location. Increase the capacity and availability of targeted health services for infectious disease response within existing health facilities; Provide equipment, supplies, and materials necessary to carry-out a public service; Deliver meals on wheels to quarantined individuals or individuals that need to maintain social distancing due to medical vulnerabilities. |

### Planning and Program Administration

|                              |                                                                                       |
|------------------------------|---------------------------------------------------------------------------------------|
| <b>Proposal Name:</b>        | CDBG Program Administration                                                           |
| <b>Submitted By:</b>         | Department of Finance & Community Development and Regulatory Affairs                  |
| <b>Requested Funding:</b>    | \$100,000                                                                             |
| <b>Previous Yr. Funding:</b> | \$                                                                                    |
| <b>Recommended Funding:</b>  | \$100,000                                                                             |
| <b>Project Service Area:</b> | N/A                                                                                   |
| <b>Project Location:</b>     | City of South Fulton                                                                  |
| <b>Description:</b>          | Funding is recommended to cover the program administration costs of the CDBG Program. |

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<sup>i</sup> [https://www.cityofsouthfultonga.gov/DocumentCenter/View/2621/S-Fulton-Economic-Development-Strategic-Plan-FINAL\\_012120](https://www.cityofsouthfultonga.gov/DocumentCenter/View/2621/S-Fulton-Economic-Development-Strategic-Plan-FINAL_012120)



# DIVIDER

## **Citizen Participation Plan for the City of South Fulton**

### **Community Development Block Grant (CDBG)**

City of South Fulton Department of Finance,  
Georgia Relay (Deaf/Hard of Hearing) Dial 711 to connect to City of South Fulton

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#### **Overview**

The City of South Fulton is seeking status to be identified as an Entitlement City by the U. S. Department of Housing and Urban Development (HUD), and will receive funding annually through the following grant programs: the Community Development Block Grant (CDBG). Entitlement program funding is determined by statutory formulas. In keeping with federal regulations, the City develops projects and funding priorities for these grants. In application for funding through these grants, the City is required to develop and submit to HUD a Consolidated Plan which identifies housing and non-housing funding priorities of the community and the specific activities to be carried out with CDBG funds.

The Citizen Participation Plan (CPP) sets forth policies and procedures to provide for and encourage participation by the residents of South Fulton in the development of the City's Consolidated Plan for Housing and Community Development (Consolidated Plan or ConPlan), and the associated Annual Action Plans (AAP). The CPP also applies to any substantial amendments to the ConPlan or AAP, the preparation of the Consolidated Annual Performance and Evaluation Report (CAPER) which evaluates progress toward the Consolidated Plan objectives, and the Fair Housing Study required by HUD currently known as an Analysis of Impediments to Fair Housing Choice (AI) or any other successor study or report for the purpose of evaluating the City's affirmative commitment to fair housing.

The City is required to submit its adopted ConPlan and AI to HUD every five years. The AAP is adopted annually and serves as the City's funding application to HUD. The CAPER for the previous program year is submitted to HUD within 90 days of the end of the program year. The CPP is updated periodically, as necessary.

## **I. Encouragement of Citizen Participation**

The City encourages and desires the participation of all the citizens of the City, particularly low and moderate income residents of slum and blighted areas, low and moderate income residents of areas in which Federal and HUD funds, including, but not limited to, CDBG are proposed to be used. The City designates its eligible low and moderate income area as the Community Development Impact Area, based on income data from the U. S. Census documenting blockgroups where at least 51% of households have income at or below 80% of area median income. The City shall take appropriate actions to encourage the participation of the following persons and organizations:

- Minorities;
- Persons with Limited English Proficiency (LEP);
- Persons with disabilities; and,
- Local and regional institutions, the designated Continuum of Care and other organizations including businesses, developers, nonprofit & philanthropic organizations, and community and faith-based organizations.

Efforts will be made to ensure that non-English speaking residents have an opportunity to participate in the ConPlan, AI, AAP, CAPER, and CPP process, through the following actions:

- Inform the Hispanic community of CDBG funding opportunities through the Mundo Hispanico newspaper and/or Spanish language radio.
- Provide documents to the public in Spanish, as needed to neighborhood organization meetings, and other organizations that serve the Hispanic community.
- Using the City's website, [www.cityofsouthfultonga.gov](http://www.cityofsouthfultonga.gov), non-English speaking persons can obtain additional information about CDBG program by viewing the translator link.

*(See Section XII, Public Accommodations, for a description of access for disabled persons.)*

The City, in conjunction with the both the Housing Authority of Fulton County (HAFC) and the Atlanta Housing Authority (AHA), encourages the participation of residents of public housing and residents of low and moderate income areas where assisted housing developments are located, in the process of developing and implementing the ConPlan, AI, AAP, and Substantial Amendments. The City provides information to the both agencies about ConPlan activities related to its developments and surrounding communities so that the housing agency can make this information available at any of its annually required public hearings and/or in its plans for grant program funding.

The City will ensure that the ConPlan, AI, AAP, and CAPER are accessible to the public via the City's website and that opportunities for engagement in the development of these planning documents are announced through social media.

The City shall provide citizens with a reasonable opportunity to comment on the CPP and on substantial amendments to the CPP, and will make the CPP public. The CPP will be provided to persons with disabilities in an accessible format as needed or requested.

## **II. Participation of Citizens**

Describe the community composition and the methodology for engaging each constituency within the COSF.

The COSF is a predominately African American community with over 90% of the population reporting this racial category. In anticipation of federal funding, the City is required to hold at least two public hearings for Federal Funding. The 1<sup>st</sup> hearing is to provide residents an opportunity to review proposed projects that are contemplated within the Annual Action Plan. The 2<sup>nd</sup> public hearing is to accept comments in reference to the city annual Consolidated Annual Performance Evaluation Report. Following the guidance established in the City's Consolidated plan, the City develops a listing of priority areas. City's can choose to either implement programs internally or sub-contract services. For activities that are sub-contracted, the City will follow its established procurement process. For internal projects, the City will collect program applications annually and allocate funding to activities that align with the Consolidated Plan goals. After projects are selected, a listing of all CDBG funding proposals and recommendations will be sent to the Mayor and City Council via the Annual Action plan. This plan identifies the activity and service area(s) noted. Proposals for site-specific activities will be shared with the affected districts.

Applicants may receive a "Notice to Appear" from City Council and/or the City's Planning Commission detailing the time and location at which to appear before a potentially affected area. The Planning Commission will also receive a brief summary describing Citywide proposals.

## **III. Public Hearing Protocols**

### **A. Public Hearing Schedule, Notice, and Location**

Citizens are required to be provided with reasonable and timely access to local meetings, information, and records related to the ConPlan and the City's proposed and actual use of CDBG funds. The City will hold at least two public hearings, at two different stages of the program year, to receive citizen input. Public hearings will be held at convenient times and locations, preferably in the evening and in places where people most affected by proposed activities can attend, with accommodation for persons with disabilities.

Notice of the time and date of public hearings will be published no less than two weeks prior to the date of the hearing. Notices are posted in government facilities, published in the Daily Report local paper, communicated to Spanish-speakers through publication in Mundo Hispanico and/or advertisement on Spanish-language radio. Notice will also be available on the City's website, [www.cityofsouthfultonga.gov](http://www.cityofsouthfultonga.gov), and the city's Youtube channel. Hearing notices will be sent also to programs receiving existing funding, City agencies, AHA, and interested citizens who have requested to be on the ConPlan mailing list.

If a hearing is scheduled as part of a City Council Committee meeting, the public hearing is noted on the City Council Committee meeting agenda next to the item in question, indicating the time and date of the hearing.

### **B. Assistance for Non-English Speaking Residents**

The City will provide translation assistance/interpreters and printed materials, upon request, to non-English speaking residents provided written notice is received by the City at least forty-eight hours prior to public hearings.



### C. Accommodations for Persons with Disabilities

The City will provide reasonable accommodations for disabled persons upon request, provided written notice is received by the City at least 48 hours prior to public hearings.

## **IV. Public Comments on Proposed ConPlan, Annual Action Plan (AAP), Consolidated Annual Performance Evaluation Report (CAPER), Citizen Participation Plan (CPP), and Affirmatively Further Housing (AFH) (as applicable)**

Public comments will be solicited prior to and at the public hearings. Citizens will be advised when comments are due and where to submit their comments. The City will receive comments from citizens on its proposed ConPlan, AAP, CAPER, and CPP for a period not less than 30 days prior to submission of the documents to HUD. All comments or views of citizens received in writing or orally at public hearings will be considered in preparing the final ConPlan, AAP, CAPER, and CPP. A summary of comments, including a summary of those not accepted and why, will be attached to the final ConPlan, AAP, CAPER, and/or CPP and will be submitted to HUD.

## **V. Development of the ConPlan, AAP, and CPP**

### A. Introductory Public Hearing and Notice of Application Availability for ConPlan/AAP

The City uses a formal application process for HUD entitlement funding. The process begins January of each year. An initial public hearing will be held virtually in August of 2020 at a location to be distributed by the City Clerk. The public hearing will provide the following for citizens and other interested parties:

- Explanation of the ConPlan contents, purpose, and the entitlement grants covered;
- The amount of funds expected to be available for the coming year under each grant;
- Set-aside amounts and “caps” under each grant, including the estimated amount of funds which will be used to benefit low and moderate income persons;
- The range of activities that may be undertaken under each grant;
- Solicitation of citizen input on grant priorities and on housing and community development needs, including priority non-housing community development needs;
- Explanation of the upcoming CAPER’s review of prior program performance;
- Technical assistance session for potential applicants seeking grant funding, including presentations on related City requirements such as insurance, historic preservation, and other relevant topics;
- Availability of the CDBG application forms to submit proposals requesting funding in the upcoming program year, and the submission deadline.

Notice of Funding Availability (NOFA) will be sent to eligible programs, City agencies, and interested parties that have requested to be on the proposal mailing list. Information and applications will also be available on the City’s website [www.cityofsouthfultonga.gov](http://www.cityofsouthfultonga.gov).

### B. Technical Assistance during Proposal Development

Upon request, the City will provide technical assistance to groups representing persons of low and moderate income which request such assistance in developing proposals for funding under the ConPlan programs. Technical assistance will be coordinated and provided by the Department of Community Development & Regulatory Affairs as well as other City units, as needed. Assistance will include clarification of program requirements. For assistance, interested groups/individuals should contact: Christina Cummings, Deputy Director, Community Development & Regulatory Affairs at [christina.cummings@cityofsouthfultonga.gov](mailto:christina.cummings@cityofsouthfultonga.gov)

### C. Proposal Review

Proposals requesting funding will be available for public review after the submission deadline. CDBG proposals will also be sent to City departments, the City Council, and other related agencies as appropriate for review and comment. For the inaugural application, all CDBG funding was recommended to be sub-awarded to internal city departments for eligible activities previously identified via various planning processes.

### D. Publication of the Proposed ConPlan, AAP, and CPP

At the completion of the proposal evaluation process, funding recommendations are presented to the Executive Branch for the upcoming program year. These recommendations are transmitted by the Mayor to the City Council, for scheduling of a second public hearing and for subsequent Council action on the proposed AAP. When a new five-year ConPlan is due to HUD, the public hearing and Council action must also include the proposed ConPlan.

The City will publish the proposed ConPlan, AAP, and CPP in a manner that affords citizens, public agencies, and other interested parties a reasonable opportunity to examine its contents and submit comments. The proposed ConPlan and/or AAP will include the City's goals and priorities governing the allocation of entitlement resources, the amount of assistance the City expects to receive, and activities proposed for funding under each entitlement grant.

A summary of the proposed activities under the ConPlan/AAP, as well as notice of the public hearing, will be published in the Daily Report paper at least 30 days prior to submission of the plan(s) to HUD and will be communicated to Spanish-speaking residents through publication in Mundo Hispanico or advertisement on Spanish language radio. The summary will include the anticipated funding for the upcoming year and the goals and priorities recommended in the Five-Year ConPlan (when a new five year ConPlan is proposed) and the yearly AAP funding recommendations. The notice will include the locations where copies of the documents may be obtained or examined:

- The City of South Fulton, City Hall
- Via website at [www.cityofsouthfultonga.gov](http://www.cityofsouthfultonga.gov)

Citizens, public agencies, organizations and other interested parties may obtain a free copy of the proposed/final ConPlan, AAP, or CPP by contacting Christina Cummings at [christina.cummings@cityofsouthfultonga.gov](mailto:christina.cummings@cityofsouthfultonga.gov)

## VI. Development of the Fair Housing Study (AI or successor study)

In developing a Fair Housing Study at a later date, the City will consult with community-based and regionally-based organizations that represent protected class members, and organizations that enforce fair housing laws, including the Georgia Commission on Equal Opportunity, Metro Fair Housing Services, Atlanta Legal Aid, and other nonprofit organizations that may receive funding under HUD's Fair Housing Initiative Program (FHIP) or that may have other specialized knowledge of fair housing within the city.

### A. Introductory Public Hearing

During the preparation of the Fair Housing Study, at least two hearings will be held to obtain the views of the general public on fair housing-related data and affirmatively furthering fair housing in the City's housing and community development programs. The first public hearing will solicit input on fair housing issues in the city and shall be held during development of the Study, before the draft is published for comment.

- B. No later than the date of the first public hearing on the Fair Housing Study, the HUD-provided data and other supplemental data will be made available to the general public. This may include a link to HUD's website where the data can be readily accessed. Publication of the Proposed AI

When complete, the City will make available the draft Fair Housing Study for a period of no less than 30 days in a manner that affords citizens, public agencies, and other interested parties a reasonable opportunity to examine its contents and submit comments. Notice of the public comment period on the draft Study will be published in the Atlanta Journal Constitution and will be communicated to Spanish-speaking residents through publication in Mundo Hispanico or advertisement on Spanish language radio. The public notice shall include a brief summary of the content and purpose of the draft Fair Housing Plan, the dates of the public display and comment period, the locations where copies of the draft document can be examined, how comments will be accepted, and when the document will be considered for action by the City Council.

A second public hearing will be conducted during or after the 30-day public comment period on the Fair Housing Study during which the City will address identified factors contributing to fair housing issues, and proposed fair housing goals and priorities for affirmatively furthering fair housing. Any comments or views of residents of the community received in writing, or orally at the public hearing, will be considered by the City in preparing the final Fair Housing Study and a summary of these comments or views shall be attached to the final AFH.

#### C. Revisions to the Fair Housing Study

The City may revise its Fair Housing Study under the following circumstances:

- A material change occurs. A material change is a change in circumstances in the City that affects the information on which the Fair Housing Study is based to the extent that the analysis, the fair housing contributing factors, or the priorities and goals of the Study no longer reflect actual circumstances. Examples include, but are not limited to:
  - Presidentially declared disasters, under Title IV of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. 5121 et seq.), affecting Fulton and/or DeKalb Counties that are of such a nature as to significantly impact the steps the City may need to take to affirmatively further fair housing
  - Significant demographic changes
  - New significant contributing factors in the city, and
  - Civil rights findings, determinations, settlements (including voluntary compliance agreements), or court orders
- Upon HUD's written notification specifying a material change that requires the revision.

#### **VII. CAPER Performance Report**

Citizens will be given at least fifteen days to review and provide comments on the draft CAPER. Notice will be published in the Daily Report paper newspaper when the draft CAPER is available for review at City Hall. All public comments received orally at public hearings or submitted in writing regarding the CAPER will be considered, and a summary of these comments and City responses will be attached to the

document. The final CAPER for the previous program year is due to HUD within 90 days of the program year which is (March 30th).

Citizens, public agencies, organizations and other interested parties may obtain a free copy of the proposed/final CAPER by contacting the Department of Community Development & Regulatory Affairs.

### **VIII. Substantial Amendments to the Consolidated Plan/Annual Action Plan**

From time to time, it may be necessary for the City to adopt a “substantial amendment” to the ConPlan or AAP to allow for new CDBG funded activities; modification of existing activities; or other program administrative actions.

The City of South Fulton is required by HUD to identify the criteria to be used in determining if a proposed action will be considered a Substantial Amendment. The following criteria will be used by the City – if any one criterion applies, a substantial amendment will be required:

- A. A new type of eligible activity not previously listed and described in the ConPlan or AAP;
- B. When a proposal is made to amend the description of an existing activity in such a way that the newly described purpose, scope, location, or beneficiaries differ significantly from the original activity’s purpose, scope, location, or beneficiaries;
- C. An increase in the amount of funds allocated to an existing activity when the following apply:
  - an increase in funding for a CDBG public service-type activity in an amount greater than \$50,000 over the current funded amount; or,
  - an increase in the funding for any other type of CDBG-funded activity (e.g. public facilities, construction of housing, homeownership assistance, acquisition of real property, etc.) in an amount greater than \$250,000 over the current funded amount; or,
- D. In an effort to efficiently utilize grant funds, the City will consider the reprogramming of unspent CDBG balances from completed and cancelled CDBG-funded activities to other eligible activities. Activities under the stated thresholds may be cancelled for cause and funds reprogrammed without resulting in a substantial change. Examples of cause are:
  - Cancellation requested by the subrecipient or project sponsor.
  - Determination of by the City that insufficient funding prevents accomplishment of the activity.
  - Determination by the City that the project cannot be carried out in a timely or eligible manner.

If any of the above “administrative” reprogramming actions are over the threshold limits, and come under the “substantial amendment” criteria, the proposed actions are subject to the Citizen Participation process and will require formal action by the City Council, and notification to HUD.

If an amendment is considered substantial, based on the guidelines above, the City’s ConPlan/AAP must be revised and public notification must be provided before the activity may be carried out. Specifically, at least 30 days prior to City Council action on a proposed substantial amendment, the City of South Fulton shall make the substantial amendment public and submit it to affected council districts, public agencies, low/moderate income persons, non-English speaking persons, minorities and persons with disabilities, and other interested citizens. A public hearing must occur, and will follow the same process previously mentioned for posting of the draft Con Plan/AAP amendment, public hearing notification, etc. All comments or views of citizens received in writing or orally will be considered in preparing the final Substantial Amendment to the Plan. A summary of comments including a summary of those not accepted, with rationale, will be attached to the final Consolidated Plan and/or Annual Action Plan submitted to HUD.

## **IX. Emergency Plan Amendments**

In the event of a local, state, or federally declared emergency or disaster, it may be necessary for the City to reprogram funds to meet urgent community needs. Where program funds covered by the City's ConPlan and/or AAP may be expended to carry out eligible activities to address the City's disaster response, the citizen participation requirements under this plan will be streamlined as follows to expedite the availability of funds for disaster-related activities:

1. A minimum of one public hearing shall be held to receive comments on the Emergency Plan Amendment.
2. The City will publish a public notice in the Daily Report and on the City's website that describes the activities funds are proposed to be reprogrammed from and the activities they are proposed to be reprogrammed to. The notice must also include the date, time, place and purpose(s) of a public hearing on the Emergency Plan Amendment and shall be published at least five (5) days in advance of the hearing.
3. A public comment period of at least 10 days shall commence on or after the date of publication of the public notice. During the public comment period, the City shall receive comments by mail, email, and orally at the public hearing.
4. Following the public hearing, the Emergency Plan Amendment will be presented to the City Council for consideration and formal action.
5. The Emergency Plan Amendment will be submitted to HUD upon approval by the Atlanta City Council.

## **X. Access to Records and Availability of Documents to the Public**

Citizens, public agencies and other interested parties will be provided with reasonable and timely access to information and records related to the ConPlan, AI, AAP, CPP, and CAPER, and the use of assistance under programs covered by these documents. The City will comply with all provisions of the Georgia Open Records Act to provide public access to information and records related to the Consolidated Plan and the City's use of assistance under HUD entitlement. To facilitate this process, citizens should put their request in writing to OGM, which will coordinate the review of requested information. Records will be available for five years.

The ConPlan, AI, AAP, CCP, CAPER, and substantial amendments, will be available to the public during normal working hours at City Hall located at 5440 Fulton Industrial Blvd. South Fulton, GA 30336.

## **XI. Complaints**

The City of South Fulton will accept written complaints from citizens related to its HUD-funded projects and to the ConPlan, AI, AAP, Substantial Amendments, the CAPER, and the CPP. The City will provide a timely written response to complaints, generally within 15 working days. Complaints should be directed to:

The City has designated Community Development & Regulatory Affairs as its entry point for fair housing complaints. Staff may refer callers to the HUD, the local housing authority or the designated Fair Housing Agency for additional assistance depending upon the nature of the complaint.

## **XII. Public Accommodations**

Pursuant to Section \_\_\_\_\_), Unlawful Discrimination, in Article \_\_\_\_\_, Non-discrimination in Public Accommodations of the Code of Ordinances for the City of South Fulton, Georgia, the City does not deny, refuse, or reject the use of any public facility based on race, color, creed, religion, sex, domestic relationship status, parental status, sexual orientation, national origin, gender identity, age, disability, or the use of trained dog guide by a blind, deaf or otherwise physically disabled person.

The City of South Fulton does not discriminate on the basis of disability in admission to, access to, or operations of its programs, services, or activities and the City Hall complex provides reasonable accommodations for prospective grant applicants with disabilities. Individuals who need assistance should contact Community Development & Regulatory Affairs.

The City of South Fulton will adopt a Section 504 Effective Communication Policy to ensure that our program remains in compliance with HUD. The adopted policy will address the methods by which the City will communicate with persons with disabilities and accommodate persons needing assistance, as well as the City's notice of non-discrimination. The City's Section 504 Effective Communication Policy/ADA compliance can be located at [www.cityofsouthfultonga.gov](http://www.cityofsouthfultonga.gov).

## **XIII. Anti-Displacement**

As part of the implementation steps of the ConPlan, the City will comply with all requirements of the Uniform Relocation Assistance Act (URA), passed by Congress in 1970. The URA is a federal law that establishes minimum standards for federally funded programs and projects that require acquisition of real property (real estate) or displace persons from their homes, businesses, or farms. The URA protections and assistance apply to the acquisition, rehabilitation, or demolition of real property for federal or federally funded projects.

The City will take the needed steps to assure that the objectives of the URA are achieved where displacement activities are required. The URA objectives are:

- To provide uniform, fair and equitable treatment of persons whose real property is acquired or who are displaced in connection with federally funded projects;
- To ensure relocation assistance is provided to displaced persons to lessen the emotional and financial impact of displacement;
- To ensure that no individual or family is displaced unless decent, safe, and sanitary (DSS) housing is available within the displaced person's financial means; and,
- To encourage and expedite acquisition by agreement and without coercion.

**GOVERNMENT OF THE CITY OF SOUTH FULTON**

Office of the City Manager

WILLIAM "BILL" EDWARDS  
MAYOR



ODIE DONALD II  
CITY MANAGER

**MEMORANDUM**

**TO:** Chief Financial Officer's June 2020 Financial Report

**DATE:** July 28, 2020

**SUBJECT:** Chief Financial Officer's June 2020 Financial Report

**REFERENCE:**

---

**CONCLUSION:**

**BACKGROUND:**

**FISCAL IMPACT:**

**ATTACHMENTS:**

| Description                   | Type       | Upload Date |
|-------------------------------|------------|-------------|
| Financial Reporting June 2020 | Cover Memo | 7/23/2020   |



# CITY OF SOUTH FULTON

FINANCIALS FOR THE THIRD QUARTER  
ENDED JUNE 30, 2020

AS OF JULY 9, 2020

PRESENTED BY

FRANK S. MILAZI, CPFA, CPFIM

CHIEF FINANCIAL OFFICER



# FINANCIAL REVIEW YTD JUNE 2020

## General Fund Financial Highlight

The City of South Fulton general fund concluded its third quarter of 2020 operations with **\$23.5M** net cash flow. To date, the General Fund has generated **\$66.7M** in revenue with **\$43.2M** in General Fund expenditures. Expected expenditures through end of the FY are estimated to be an additional **\$22M**.

On June 23<sup>rd</sup> council approved a budget amendment to accommodate the revenue shortfall and reduce departmental budgets as a result of the negative impact on operations as the result of the economic reaction to the COVID-19 pandemic. This change sets the collected revenue closer to the newly projected budget and aligns expenditures to not exceed anticipated revenues.

As of June 30, 2020, the City has collected **97%** of its amended revenues YTD. As we near the end of the fiscal year, expenditures are anticipated to increase. However, with COVID-19 effects still lingering, the City must maintain cautious spending and stay within the newly amended budget.

CITY OF SOUTH FULTON  
GENERAL FUND

STATEMENT OF  
REVENUES &  
EXPENDITURES

FOR THE MONTH ENDING  
JUNE 30, 2020

| REVENUE                                                       | 2020 Budget       | YTD Revenue        |
|---------------------------------------------------------------|-------------------|--------------------|
| Property Taxes                                                | 29,759,464        | 29,872,153         |
| Motor Vehicle                                                 | 709,000           | 708,656            |
| Franchise                                                     | 3,118,408         | 3,118,407          |
| Local Option Sales Tax                                        | 18,437,059        | 16,179,539         |
| Business and Occupation                                       | 1,600,000         | 1,693,109          |
| Other Taxes                                                   | 7,607,908         | 7,593,062          |
| Licenses and Permits                                          | 2,653,500         | 2,966,531          |
| IGA FID and City of Atl                                       | 4,039,997         | 3,455,012          |
| Charges for Services                                          | 459,905           | 446,026            |
| Municipal Court                                               | 360,700           | 360,027            |
| Other Revenue                                                 | 14,966            | 290,379            |
| <b>TOTAL REVENUES</b>                                         | <b>68,760,907</b> | <b>66,682,901</b>  |
|                                                               |                   |                    |
| ACCOUNT DESCRIPTION                                           | 2020 Budget       | YTD<br>Expenditure |
| District Total                                                | 1,361,155         | 853,992            |
| City Clerk                                                    | 1,046,544         | 744,152            |
| Mayor                                                         | 306,824           | 146,857            |
| City Manager                                                  | 1,240,842         | 742,567            |
| Finance                                                       | 4,300,848         | 1,202,604          |
| Contracts & Procurement                                       | 437,460           | 230,699            |
| Law                                                           | 1,600,000         | 815,304            |
| Information Technology                                        | 2,279,357         | 1,540,261          |
| Human Resources                                               | 645,716           | 437,753            |
| Risk Management                                               | 128,997           | 22,727             |
| Communications                                                | 704,133           | 363,802            |
| General Administrative Services                               | 4,606,655         | 2,532,412          |
| Municipal Court                                               | 862,820           | 598,704            |
| Police Administration                                         | 13,433,067        | 10,059,278         |
| Fire Administration                                           | 12,825,589        | 9,285,419          |
| Public Works                                                  | 7,759,058         | 5,804,167          |
| Parks And Recreation                                          | 4,566,415         | 2,479,213          |
| Cultural Affairs                                              | 968,799           | 82,227             |
| Community and Regulatory Affairs                              | 4,303,297         | 2,812,055          |
| Economic Development                                          | 644,690           | 229,066            |
| Debt Service/ Interfund Transfers                             | 4,738,642         | 2,212,891          |
| <b>GENERAL FUND EXPENDITURES TOTALS</b>                       | <b>68,760,907</b> | <b>43,196,150</b>  |
| <b>Excess (Deficit) of Revenues over (under) Expenditures</b> | <b>(0)</b>        | <b>23,486,751</b>  |

# FINANCIAL REVENUE REVIEW YTD JUNE 2020

## General Fund Revenues Highlights

Property and sales taxes represent the City's General Fund primary sources of operating resources. LOST is **88%** collected as end of June and it makes up **27%** of our total budget revenues. FY 2020 revenue shortfall are projected to continue for 2021 fiscal year.

Th City of Atlanta's IGA that has been under review with negotiations has been resolved and the account is up to date. IGA revenues are on course with expectation of 100% amended revenue amount line collection by the end of the fiscal year.

There are not enough revenues flowing in from service fees for various operations to offset the shortfall. The reduction of revenues is expected to continue for an extended period of time beyond the current 2020 fiscal year.

# FINANCIAL REVENUE REVIEW YTD JUNE 2020

## Revenue Highlights Continues...

Property tax revenues of **\$239.5K** were collected in June. Property Tax represents **43%** of all General Fund revenues estimated for fiscal year 2020.

LOST revenues represent **27%** of all General Fund estimated revenues. The LOST revenue stream has had its first increase since its declining trend beginning in March. May collection was **\$1.5M** and increased to **\$1.7M** in June. However, this is still a **\$200K** decrease from March's collection of **\$1.9M** and **\$500K** from **February collection of \$2.2 M.**

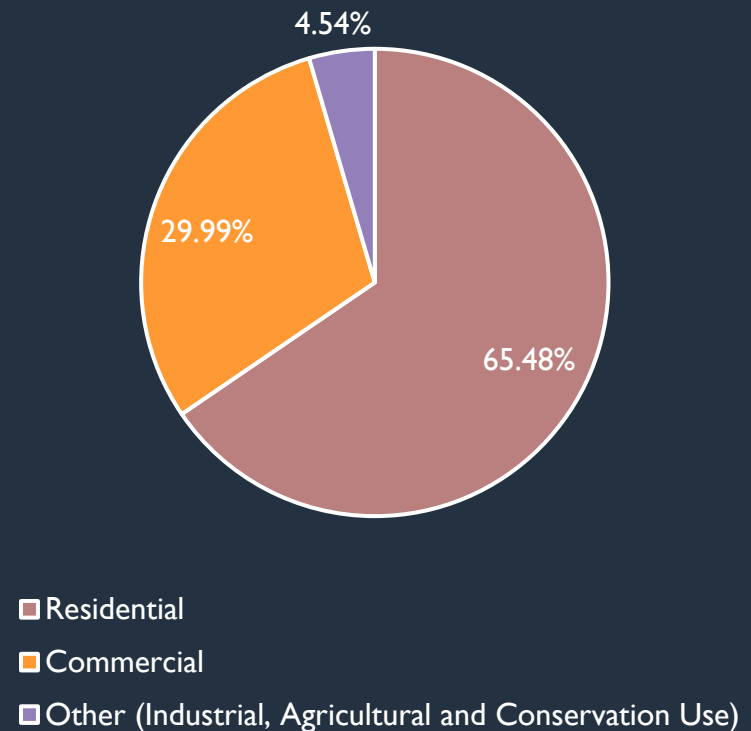
It must be noted that while expenditures are occurring throughout the fiscal year, most of the property tax and insurance premium tax revenues are collected at the beginning of the fiscal year. These resources are the City's largest contributors to cash reserves and serve to support operations throughout the 12 month fiscal year.

# FY2020 YTD Tax Revenue Highlights

## as of 6/30/2020

### Property Taxes

- Tax year **billing amounts**
  - 2019 - \$29,409,341.24
  - 2018 - \$28,740,491.85
  - 2017 - \$14,414,688.49
- Tax year **collection amounts and rate%**
  - 2019 - \$28,930,410.02 (98.37%)
  - 2018 - \$28,547,419.41 (99.33%)
  - 2017 - \$14,201,005.56 (98.52%)



**City of South Fulton – General Fund  
Summary of Revenues  
For the Month Ending June 30, 2020**

| <b>REVENUE</b>          | <b>Amended 2020<br/>Budget</b> | <b>Jun-20</b>    | <b>YTD Revenue</b> | <b>% of YTD<br/>Revenue</b> |
|-------------------------|--------------------------------|------------------|--------------------|-----------------------------|
| Property Taxes          | 29,759,464                     | 239,467          | 29,872,153         | 45%                         |
| Motor Vehicle           | 709,000                        | 49,580           | 708,656            | 1%                          |
| Franchise               | 3,118,408                      | -                | 3,115,407          | 5%                          |
| Local Option Sales Tax  | 18,437,059                     | 1,713,590        | 16,179,539         | 24%                         |
| Business and Occupation | 1,600,000                      | 51,507           | 1,693,109          | 3%                          |
| Other Taxes             | 7,607,908                      | 16,845           | 7,596,062          | 11%                         |
| Licenses and Permits    | 2,653,500                      | 376,753          | 2,966,531          | 4%                          |
| IGA FID and City of Atl | 4,039,997                      | 648,344          | 3,455,012          | 5%                          |
| Charges for Services    | 459,905                        | 7,657            | 446,026            | 1%                          |
| Municipal Court         | 360,700                        | 22,030           | 360,027            | 1%                          |
| Other Revenue           | 14,966                         | (109,940)        | 290,379            | 0%                          |
| <b>TOTAL REVENUES</b>   | <b>68,760,907</b>              | <b>3,015,834</b> | <b>66,682,901</b>  | <b>100%</b>                 |

# AMENDED BUDGET VS YTD REVENUE IN PRIMARY CATEGORIES



Property Taxes and Local Option Sales Tax make up 43% and 27%  
of our budget respectively.

**City of South Fulton - All Funds**  
**Summary of Revenues**  
**For the Month Ending June 30, 2020**

| <b>ACCOUNT DESCRIPTION</b>               | <b>Amended 2020</b> |                  |                    |
|------------------------------------------|---------------------|------------------|--------------------|
|                                          | <b>Budget</b>       | <b>Jun-20</b>    | <b>YTD Revenue</b> |
| General Fund (includes Court Operations) | 68,760,907          | 3,015,840        | 66,682,901         |
| Confiscated Assets                       | -                   | -                | 4,228              |
| E-911 Fund                               | -                   | -                | -                  |
| Restricted Grants                        | 5,064,602           | 18,300           | 78,300             |
| Hotel Motel                              | 240,000             | 3,974            | 88,012             |
| T-SPLOST                                 | 17,592,330          | 1,251,964        | 10,696,085         |
| Capital Grants                           | 1,222,516           | -                | 1,222,517          |
| Capital                                  | 10,499,348          | -                | 17,020,000         |
| Solid Waste                              | 520,000             | 65,797           | 360,387            |
| <b>TOTAL REVENUES</b>                    | <b>103,899,703</b>  | <b>4,355,876</b> | <b>96,152,430</b>  |



## FINANCIAL REVIEW YTD JUNE 2020

### General Fund Expenditure Highlights

As of June 30, 2020, YTD expenditures are at **63%** of the 2020 amended budget. Spending precautions have been implemented by all City staff. In addition, the City has implemented the freezing of unfilled non essential positions, delayed filling in essential positions (Public Safety), and cancellation of some contracts to keep expenditures with approved amended budget for the remainder of the fiscal year.

The City will be able to meet payroll and benefit expenditures for all employees, meet all general obligations, debt service payments, and other monthly bills payment until the end of the 2020 fiscal year. Effects of revenue shortfall will continue beyond 2021 fiscal year and further expenditure limitations may be imposed as the situation deems necessary.

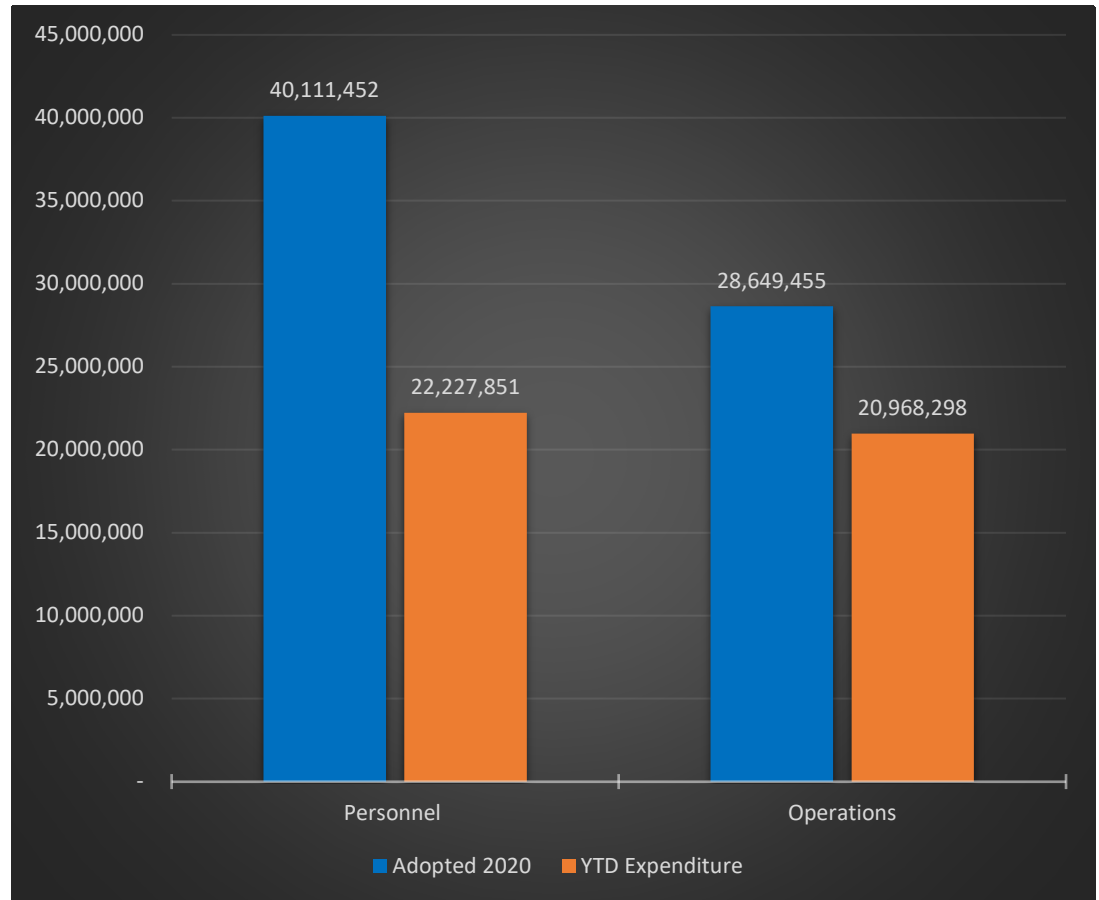
The Finance team has recommended the current 2020 amended budget will be the basis for 2021 budget in terms of dollar value appropriations for most departments.

**City of South Fulton - General Fund  
Summary of Expenditures  
For the Month Ending June 30, 2020**

| <b>ACCOUNT DESCRIPTION</b>              | <b>Amended 2020<br/>Budget</b> | <b>Jun-20</b>    | <b>YTD Expenditure</b> | <b>% YTD<br/>Expenditures</b> |
|-----------------------------------------|--------------------------------|------------------|------------------------|-------------------------------|
| District Total                          | 1,361,155                      | 71,299           | 853,992                | 1.98%                         |
| City Clerk                              | 1,046,544                      | 27,621           | 744,152                | 1.72%                         |
| Mayor                                   | 306,824                        | 16,114           | 146,857                | 0.34%                         |
| City Manager                            | 1,240,842                      | 67,453           | 742,567                | 1.72%                         |
| Finance & Administrative Services       | 4,300,848                      | 54,182           | 1,202,604              | 2.78%                         |
| Contracts & Procurement                 | 437,460                        | 31,954           | 230,699                | 0.53%                         |
| Law                                     | 1,600,000                      | 148,678          | 815,304                | 1.89%                         |
| Information Technology                  | 2,279,357                      | 220,348          | 1,540,261              | 3.57%                         |
| Human Resources                         | 645,716                        | 37,295           | 437,753                | 1.01%                         |
| Risk Management                         | 128,997                        | 675              | 22,727                 | 0.05%                         |
| Communications                          | 704,133                        | 30,908           | 363,802                | 0.84%                         |
| General Administrative Services         | 4,606,655                      | 185,124          | 2,532,412              | 5.86%                         |
| Municipal Court                         | 862,820                        | 41,005           | 598,704                | 1.39%                         |
| Police Administration                   | 13,433,067                     | 976,601          | 10,059,278             | 23.29%                        |
| Fire Administration                     | 12,825,589                     | 951,008          | 9,285,419              | 21.50%                        |
| Public Works                            | 7,759,058                      | 598,238          | 5,804,167              | 13.44%                        |
| Parks and Recreation                    | 4,566,415                      | 200,579          | 2,479,213              | 5.74%                         |
| Cultural Affairs                        | 968,799                        | 32,849           | 82,227                 | 0.19%                         |
| Community & Regulatory Affairs          | 4,303,297                      | 543,824          | 2,812,055              | 6.51%                         |
| Economic Development                    | 644,690                        | 26,560           | 229,066                | 0.53%                         |
| Debt Service/ Interfund Transfers       | 4,738,642                      | -                | 2,212,891              | 5.12%                         |
| <b>GENERAL FUND EXPENDITURES TOTALS</b> | <b>68,760,907</b>              | <b>4,262,317</b> | <b>43,196,150</b>      | <b>100%</b>                   |

## AMENDED BUDGET VS YTD EXPENSES

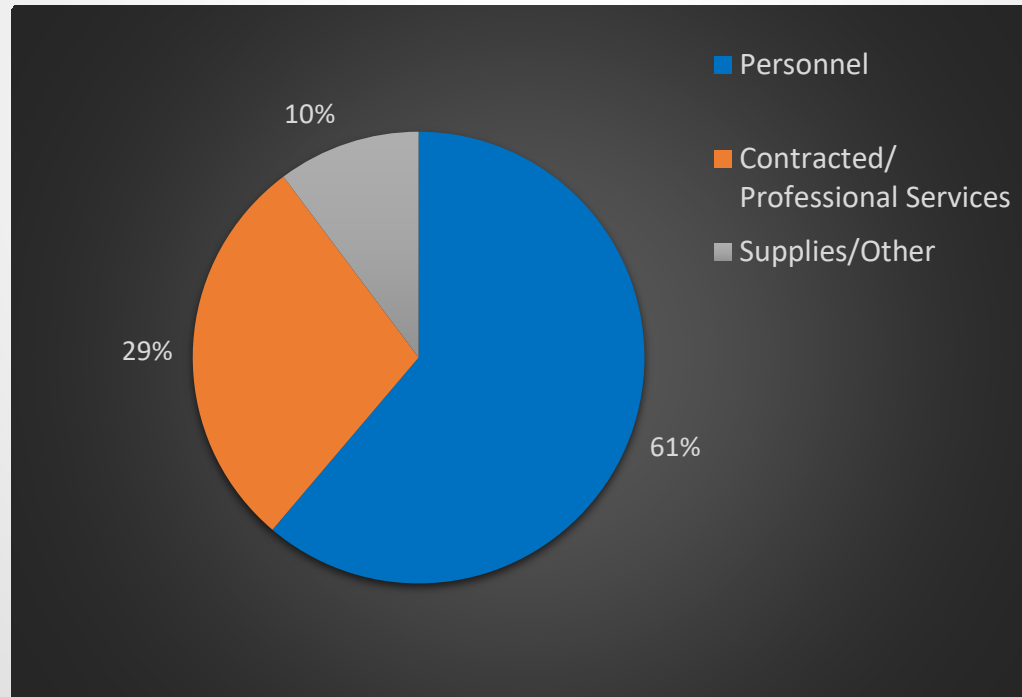
### PERSONNEL AND OPERATING EXPENDITURES YEAR TO DATE JUNE 2020



Personnel and Operational Expenditures are operating under budgeted expenditure amounts at 55% and 73% respectively.

## GENERAL FUND EXPENDITURES BY TYPE

| Type                              | Expended<br>YTD   |
|-----------------------------------|-------------------|
| Personnel                         | 26,435,771        |
| Contracted/ Professional Services | 12,347,228        |
| Supplies/Other                    | 4,413,151         |
| <b>Total Expenditures</b>         | <b>43,196,150</b> |



**City of South Fulton - All Funds**  
**Summary of Expenditures**  
**For the Month Ending June 30, 2020**

| <b>ACCOUNT DESCRIPTION</b>               | <b>Amended<br/>2020 Budget</b> | <b>Jun-20</b>    | <b>YTD<br/>Expenditures</b> |
|------------------------------------------|--------------------------------|------------------|-----------------------------|
| General Fund (includes Court Operations) | 68,760,907                     | 4,262,317        | 43,196,150                  |
| Confiscated Assets                       | 0                              | 24,786           | 24,886                      |
| E-911 Fund                               | 0                              | 0                | 1,976,323                   |
| Restricted Grants                        | 5,064,602                      | 69,769           | 242,639                     |
| Hotel Motel                              | 240,000                        | 10,990           | 89,207                      |
| T-SPLOST                                 | 17,592,330                     | 2,769,202        | 3,655,560                   |
| Capital Grant                            | 1,222,516                      | 0                | 0                           |
| Capital                                  | 10,499,348                     | 320,920          | 3,909,213                   |
| Solid Waste                              | 520,000                        | 24,907           | 275,002                     |
| <b>TOTAL EXPENDITURES</b>                | <b>103,899,703</b>             | <b>7,482,889</b> | <b>53,368,979</b>           |

# SUMMARY

## Revenues:

- The economic downward spiral will continue for months to come as the long term impact and response to COVID 19 is uncertain. Revenue shortfall being experienced by City of South Fulton is applicable to all neighboring municipalities in the Metro area, across the State and around the country. The magnitude and responses to the shortfall vary by jurisdiction with different factors including municipal policies and financial reserves.
- City of South Fulton started fiscal year 2020 with sufficient cash reserves from 2019. The reserve of funds has helped the City to meet its financial obligations during the pandemic despite the revenue short fall. With ongoing good financial planning, the City will be able to meet all expenditures including payroll for all City employees through September 30, 2020.
- We expect to experience a big reduction of property tax revenues in 2021 as a result of properties losing values, recently enacted tax exemptions and the inability of tax payers to make payments.

## SUMMARY Continued...

### Revenues:

- Sales Tax revenue is received one month behind. The City has already experienced a substantial reduction of in sales tax revenue from February through May and slightly high for June 2020.
- Business and Occupation license renewal is based on previous year's revenues receipts. This means that our business license revenue for next year, 2021 budget will be decreasing as businesses will be reporting their receipts for 2020 that are currently being effected by the economic impact of the Coronavirus pandemic.
- Hotel/Motel revenues have taken a deep cut with the shutdown as travel and tourism have came to a standstill. Even though business activities are improving, it will take time for various industries to recover to pre-COVID-19 levels.
- Low revenues from Municipal Court following the closure of Court Services but resumed now through virtual operation. Parks and Recreation, PD service fees, Southwest Art Center service fees, Fire and Rescue Service fees as well as some Community and Regulatory Affairs service fees are lagging behind. Some revenues will slowly be flowing in for some of these services as the City implements its re-opening plan but that may not be for this fiscal year.

Four horizontal bars of varying lengths and colors (dark grey, light grey, and tan) are arranged in two pairs, one pair above and one pair below the 'THANK YOU !!!' text.

THANK YOU !!!

# QUESTIONS

# ?



**GOVERNMENT OF THE CITY OF SOUTH FULTON**

Office of the City Manager

WILLIAM "BILL" EDWARDS  
MAYOR



ODIE DONALD II  
CITY MANAGER

**MEMORANDUM**

**TO:** City Manager's June 2020 Report

**DATE:** July 28, 2020

**SUBJECT:** City Manager's June 2020 Report

**REFERENCE:**

---

**CONCLUSION:**

**BACKGROUND:**

**FISCAL IMPACT:**

**ATTACHMENTS:**

| Description                     | Type       | Upload Date |
|---------------------------------|------------|-------------|
| City Manager's Report_June 2020 | Cover Memo | 7/23/2020   |



GOVERNMENT OF THE CITY OF SOUTH FULTON

# CITY MANAGER MONTHLY

June 2020

*Report*



Greetings Honorable Mayor and City Council Members,

I am honored to present a summary of the City's monthly administrative activities. South Fulton is one of Georgia's largest cities, with a population of more than 100,000 residents, home to more than 1,800 businesses, covering a diverse geographic area of more than 85 square miles. Leveraging Council's five key priorities (1. Improve Parks and Recreation 2. Improve Public Safety 3. Economic Development 4. Updating Comprehensive & Land Use Plans 5. Create Branding & Messaging) for the City, our staff is committed to ensuring our residents receive world class customer service, and access to resources that support a safe, inclusive, innovative, and economically vibrant city.

While this report provides a look back on June, it is important to address current activities related to the COVID-19 pandemic. As this global health emergency continues to force a "new normal" on both the day-to-day lives of our citizens and impact the delivery of City services, South Fulton continues to persevere. The City has taken a variety of proactive steps aimed at mitigating the impact to our citizens, maintaining service delivery, and keeping our workforce safe.

To date, the City has ordered key personal protective equipment leveraged to keep our essential staff members safe, launched a new online permitting system allowing key business activities to continue while limiting exposure to the virus. The City has also implemented key policy activities including Georgia's first curfew, and a shelter in place order to ensure the safety of residents. These actions have since been adopted by our neighboring jurisdictions across the region, resulting in encouraging early results in what appears to be an extended battle against the current crisis.

While these times are certainly trying, the history of South Fulton's resilience provides assurances that we are well equipped for this fight. I encourage our full populous to remain engaged and to stay connected to the City for key updates and information on



new programs, actions, and progress related to COVID-19 by accessing the website, joining the City's newsletter (request via [gary.leftwich@cityofsouthfultonga.gov](mailto:gary.leftwich@cityofsouthfultonga.gov)), and contacting your district council member. Please accept this report as a summary of the City's successful outcomes from June of FY2020.

In Service,

A handwritten signature in black ink, appearing to read "Odie Donald II".

Odie Donald II  
City Manager



## 1. IMPROVE PARKS AND RECREATION

### Department Highlights/Accomplishments

- LED Lighting:

| Site                                 | Vendor          | Status                 |
|--------------------------------------|-----------------|------------------------|
| Cedar Grove Park                     | GreyStone Power | Completed – 3/20/2019  |
| Cliftondale Recreation Center & Park | GreyStone Power | Completed – 4/11/2019  |
| Burdett Recreation Center & Park     | Georgia Power   | Completed – 9/30/2019  |
| Burdett Tennis Center                | Georgia Power   | Completed – 11/5/2019  |
| Canine Crossing                      | Georgia Power   | Completed – 8/13/2019  |
| Cascade Liberty Pocket Park          | Georgia Power   | Completed – 3/29/2020  |
| Creel Park & Community Building      | Georgia Power   | Completed – 7/23/2019  |
| Delano Park                          | Georgia Power   | Completed – 7/17/2019  |
| Old National Park                    | Georgia Power   | Completed – 8/27/2019  |
| Sandtown Recreation Center           | Georgia Power   | Completed – 9/15/2019  |
| Sandtown Recreation Park             | Georgia Power   | Completed – 2/21/2020  |
| South Fulton Tennis Center           | Georgia Power   | Under Construction     |
| Trammell Crow Park                   | Georgia Power   | Completed – 7/23/2019  |
| Welcome All Park Recreation Center   | Georgia Power   | Completed – 12/20/2019 |
| Wilkerson Mill Farris Park           | Georgia Power   | Under Construction     |

- Program Participation:

| Program               | June 2020 | YTD          |
|-----------------------|-----------|--------------|
| Afterschool           | 0         | 374          |
| Club 55               | 0         | 207          |
| Daily Fitness         | 0         | 763          |
| Daily Fitness 55 & Up | 0         | 398          |
| Line Dancing          | 0         | 98           |
| Open Gym              | 0         | 511          |
| Open Swim             | 0         | 158          |
| Open Swim 55 & Up     | 0         | 51           |
| Total Body Fitness    | 0         | 0            |
| Walking Track         | 0         | 310          |
| Yoga                  | 0         | 24           |
| Youth Track & Field   | 0         | 230          |
| <b>Total</b>          | <b>0</b>  | <b>3,124</b> |



- COVID-19 Response: Facilities closed to the public and active programming was suspended on March 12, 2020.
- Join Our Fun: The City's Covid-19 response has required the Parks, Recreation and Cultural Affairs Department (PRCA) to find alternative ways to connect with the communities we serve. PRCA staff currently distributes a daily "Join the Fun with South Fulton PRCA" that began on March 18, 2020. Additionally, PRCA launched a Virtual Recreation Program Series that began on April 22, 2020 with a Virtual Wind Down Wednesday. Staff has developed a weekly, daily virtual schedule for our citizens, families, and youth with activities they can do at home during this period of social distancing. Our goal is to continue to keep our citizens engaged with PRCA programming and to increase activity during this unprecedented time.

### Programs, Events & Activities Forecast

| Events/Activities                   | Description                                                                                                                                    | Status                                                   |
|-------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------|
| Pop-up Grocery Store                | PRCA partnership with the Goodre Company to provide free groceries to 400 South Fulton families. Special Guest Gunna – Drive through event     | In progress<br>Event date 7/10/2020 at Creel Park        |
| Parks Master Plan – Public Meetings | PRCA Master Plan Virtual Public Meeting – meetings held weekly with each district via Zoom                                                     | All District Meeting 7/9/2020                            |
| Parks Master Plan – Focus Groups    | PRCA Master Plan Focus Group meetings held with South Fulton teen and senior residents                                                         | Next Meeting<br>7/14/2020 (Teens)<br>7/19/2020 (Seniors) |
| Weekly Food Distribution            | COSF & Atlanta Food Bank food distribution at Welcome All.                                                                                     | Next food distribution<br>7/24/2020                      |
| Drive Through PRCA Family Reunion   | Special Event (drive-thru event) held to provide new information on Covid-19 park usage and program updates. Sack lunches included: Free event | In progress<br>Event date 7/25/2020<br>at Welcome All    |
| Outdoor Art Exhibit                 | Special Event: Outdoor Art Exhibit @ SWAC held under CDC Covid-19 guidelines. Drive through event                                              | In progress: Planning<br>Event Date – TBD                |



| Virtual Programs     | Description                                                                                    | Status                                                                                                                                |
|----------------------|------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------|
| Total Body Fitness   | General exercise and aerobics                                                                  | Mondays @ 11am<br>Wednesdays @ 11am                                                                                                   |
| Mid-Day Stretch      | Stretching and relaxation for all ages                                                         | Wednesdays @ 12pm                                                                                                                     |
| Entertainment        | Drop that Beat                                                                                 | Thursdays @ 6pm                                                                                                                       |
| Wind Down Wednesdays | PRCA Wind Down Wednesday Series-<br>30-minute live broadcasts on<br>Instagram @SouthFultonPRCA | Wednesday 7/8/2020<br>Vocalist & Electric Bass<br>Performance<br>6:30pm - 7:00pm<br><br>Wednesday 7/15/2020<br>TBD<br>6:30pm - 7:00pm |
| Virtual Art Exhibit  | Virtual Special Event<br>Artist Carlos Afrika                                                  | Pre-recorded<br>7/15/2020<br>6:00 pm                                                                                                  |

*\*All Virtual Programs are available on both Instagram & Facebook under @southfultonprca*

## Project Status

| Project                       | Status      | Task Remaining                                                                                                                                                                                                                              |
|-------------------------------|-------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| City-wide Concessions         | In Progress | RFP is currently posted and open for bids                                                                                                                                                                                                   |
| LED Lighting Upgrades         | In Progress | Exterior lighting upgrades have been completed at 14 parks with two (2) parks currently under construction                                                                                                                                  |
| KaBoom Grant                  | In Progress | Grant application completed for Fall 2020 grant cycle; Land issues under review pending resolution with Fulton County Schools                                                                                                               |
| Parks Master Plan             | In Progress | Two (2) Steering Committee meetings have been conducted and eight (8) Public Focus Group meetings have been held via Zoom. Over 600 citizens have completed the online Master plan survey. The Visioning Phase of the plan will begin next. |
| PRCA COVID-19 Re-Opening Plan | Completed   | Re-opening plan complete. COVID-19 related supplies ordered and Phase I of re-opening plan set for July 13, 2020.                                                                                                                           |
| Tennis Court Resurfacing      | In Progress | Tennis courts are currently under construction                                                                                                                                                                                              |



## 2. IMPROVE PUBLIC SAFETY - CODE ENFORCEMENT, POLICE AND FIRE

### Code Enforcement and Code Board

#### SeeClickFix Violations

|        | June 2020 | YTD |
|--------|-----------|-----|
| Open   | 54        | 238 |
| Closed | 251       | 706 |
| Total  | 305       | 944 |

#### Violations Reported in Edmunds

|        | June 2020 | YTD |
|--------|-----------|-----|
| Open   | 110       | 665 |
| Closed | 76        | 332 |
| Total  | 186       | 997 |

### Code Enforcement Board

|                  | June 2020 | YTD |
|------------------|-----------|-----|
| Code Board Cases | 0         | 114 |
| Municipal Court  | 0         | 6   |

*\*Average cases include maintenance of property (trash, debris, and high weeds), junk vehicles, and property maintenance violations.*

*\*\*Code Board/Municipal Court Cases – No change from February 2020. May Court has been postponed due to the Coronavirus (COVID-19) pandemic.*





## Fire Department

| <b>CRR - South Fulton Fire Rescue Monthly Report - June 2020</b> |               |        |
|------------------------------------------------------------------|---------------|--------|
| Fire Rescue Activities                                           | Current Month | YTD    |
| <b>COLUMN #1:</b>                                                |               |        |
| Emergency Call Volume                                            |               |        |
| Fire                                                             | 30            | 281    |
| Overpressure Rupture, Explosion, Overheat                        | 1             | 14     |
| EMS/Rescue                                                       | 731           | 5,650  |
| Hazardous Condition                                              | 25            | 223    |
| Service Calls                                                    | 133           | 1,043  |
| Good Intent Calls                                                | 329           | 2,598  |
| False Alarms & False Calls                                       | 72            | 590    |
| Severe Weather/Natural Disaster                                  | 0             | 2      |
| Special Incident Types                                           | 1             | 7      |
| Non-Specific                                                     | 0             | 1      |
| Total                                                            | 1,322         | 10,409 |
| Average Response Time                                            |               | 6:59   |
| <b>COLUMN #2</b>                                                 |               |        |
| Community Risk Reduction (CRR) Activities                        |               |        |
| Company Level Inspections                                        | 0             | 421    |
| CRR Final and Existing Business Inspection Requests              | 21            | 169    |
| Company Level Inspections - Vacant Buildings                     | 0             | 0      |
| <b>COLUMN #3</b>                                                 |               |        |
| Fire Safety Education                                            |               |        |
| Number of Classes                                                | 0             | 54     |
| Number of Students                                               | 0             | 4,328  |
| Number of Special Events                                         | 0             | 10     |
| Number of Persons Contacted                                      | 0             | 232    |
| Number of Apparatus Requests                                     | 0             | 53     |



|                                                       |                    |                     |
|-------------------------------------------------------|--------------------|---------------------|
| <b>COLUMN #4</b>                                      |                    |                     |
| Homes Visited                                         | 0                  | 65                  |
| Smoke Detectors Installed (via fire station requests) | 0                  | 74                  |
| <b>COLUMN #5</b>                                      |                    |                     |
| Fee Schedule Collection                               |                    |                     |
| Fire Safety Inspections                               | \$ 1,050.00        | \$ 14,891.00        |
| Personal Care Homes/ Day Care Inspections             | \$ 525.00          | \$ 4,925.00         |
| Fire Alarm Reviews                                    | \$ -               | \$ 384.00           |
| Fire Sprinkler Review                                 | \$ 30.00           | \$ 1,141.50         |
| Blasting Permits                                      | \$ 600.00          | \$ 1,200.00         |
| Open Records Request                                  | \$ -               | \$ 110.00           |
| Special Events                                        | \$ -               | \$ -                |
| Combustible Permits                                   | \$ -               | \$ -                |
| Fireworks Permits                                     | \$ -               | \$ -                |
| Business Inspections                                  | \$ -               | \$ -                |
| Burn Permits                                          | \$ -               | \$ 500.00           |
| Tent Permit                                           | \$ -               | \$ -                |
| Fire Extinguisher Training                            | \$ -               | \$ -                |
| <b>2020 Year-To Date Total</b>                        | <b>\$ 2,205.00</b> | <b>\$ 23,151.50</b> |

*\*The YTD numbers reported above are for fiscal year 2020 (FY20).*

### Department Updates

- South Fulton Fire personnel participated in Public Safety Townhall meetings.
- South Fulton Fire personnel completed phases I and II of the SiteMed annual physical exams.
- The South Fulton Fire Rescue Department completed 1,648 hours of training during June 2020.



## Police Department

| Crime by MONTH                        | Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday | Total |
|---------------------------------------|--------|--------|---------|-----------|----------|--------|----------|-------|
| AGG ASSAULT-GUN                       | 2      | 11     | 5       | 1         | 4        |        |          | 23    |
| AGG ASSAULT-OTHER WEAPON              | 1      | 2      | 1       |           |          |        |          | 4     |
| AGG BATTERY                           |        |        |         |           |          |        |          | 0     |
| BURGLARY-FORCED ENTRY-RESIDENCE       |        | 3      | 2       | 1         | 5        | 5      | 2        | 18    |
| BURGLARY-FORCED ENTRY-NONRESIDENCE    | 1      |        | 1       | 1         |          |        |          | 3     |
| BURGLARY-NO FORCED ENTRY-RESIDENCE    |        | 1      | 1       | 1         | 1        | 2      |          | 6     |
| BURGLARY-NO FORCE ENTRY-NON RESIDENCE |        |        |         | 1         |          |        |          | 1     |
| ARSON                                 |        |        |         |           |          | 1      |          | 1     |
| MURDER                                |        |        |         |           |          |        | 1        | 1     |
| RAPE                                  |        |        |         |           |          |        | 1        | 1     |
| ROBBERY-BUSINESS                      |        |        |         | 1         |          |        |          | 1     |
| ROBBERY-STREET                        | 1      | 1      | 2       | 2         | 1        |        |          | 7     |
| THEFT-ARTICLES FROM VEHICLE           | 7      | 1      | 8       | 4         | 3        | 4      | 5        | 32    |
| THEFT-OTHER OFFENSES                  | 14     | 21     | 18      | 25        | 24       | 11     | 9        | 122   |
| THEFT BY TAKING AUTO                  | 2      | 8      | 6       | 6         | 5        | 3      | 4        | 34    |
| <b>TOTALS</b>                         | 28     | 48     | 44      | 43        | 43       | 26     | 22       | 254   |

## Department Updates

- The City of South Fulton has a total of 66 businesses with alcohol licenses, 44 retail package and 22 consumption on premises locations.
- The South Fulton Police Department currently has four (4) Police Officers in the Field Training Program and six (6) Police Officers slated to attend the training academy in July and August.
- The South Fulton Police Department Field Operations Division responded to 8,002 Calls for Service during the month of June and had an average response time of 13:20.



## Confiscated Funds

*Analysis provided by the Finance Department of Confiscated Funds is reviewed and updated periodically. There has been no update to the information since the November 2019 Report.*

| Balance Sheet, Revenue, Expenditures and Fund Balances |                                                 |            |
|--------------------------------------------------------|-------------------------------------------------|------------|
| Assets                                                 |                                                 |            |
| Account ID                                             | Account Description                             | 2020       |
| 210-11-1111                                            | COSF Police Custodial Funds                     | \$ 135,157 |
|                                                        | Total Assets                                    | \$ 135,157 |
| Liabilities & Fund Balance<br>(Current Liabilities)    |                                                 |            |
| Account ID                                             | Account Description                             | 2020       |
| 210-12-1100                                            | Accounts Payable                                | \$ -       |
| 210-12-1901                                            | Due to GF                                       | \$ -       |
|                                                        | Total Current Liabilities                       | \$ -       |
| Deferred Inflows of Resources                          |                                                 |            |
| Account ID                                             | Account Description                             | 2020       |
| 210-12-9900                                            | Appropriated Budget                             | \$ -       |
|                                                        | Total Deferred Inflows of Resources             | \$ -       |
|                                                        | Total Liabilities                               | \$ -       |
| Fund Balance (Governmental Fund Types)                 |                                                 |            |
| Account ID                                             | Account Description                             | 2020       |
| 210-13-5500                                            | Fund Balance Unassigned                         | \$ 135,157 |
|                                                        | Total Fund balance<br>(Governmental Fund Types) | \$ -       |
| Revenue                                                |                                                 |            |
|                                                        | Revenue                                         | \$ -       |
|                                                        | Less Expenses                                   | \$ -       |
|                                                        | Net                                             | \$ -       |
|                                                        | Total Fund Balance                              | \$ 135,157 |
|                                                        | Total Liabilities & Fund Balance                | \$ 135,157 |



### Summary of Pending Cases for Equitable Sharing (2017-2019)

| FULTON COUNTY POLICE DEPARTMENT<br>FEDERAL RICO 2017-2018 CASES |        |                              |              |
|-----------------------------------------------------------------|--------|------------------------------|--------------|
| DATE                                                            | CASE # | ADDRESS                      | CURRENCY     |
| 5/14/2017                                                       |        | Flat Shoals @ Old National   | \$ 500.00    |
| 5/16/2017                                                       |        | Hackamore Dr. @ Old National | \$ 1,716.00  |
| 6/29/2017                                                       |        | 4555 Washington Rd.          | \$ 2,379.00  |
| 6/29/2017                                                       |        | 4810 Hwy 92                  | \$ 23,660.00 |
| 8/10/2017                                                       |        | 1102 Westchase Lane          | \$ 3,270.00  |
| 10/6/2017                                                       |        | 4334 Fulton Industrial Blvd. | \$ 1,515.00  |
| 10/13/2017                                                      |        | 85N / Flat Shoals Rd.        | \$ 1,294.00  |
| 11/5/2017                                                       |        | 1925 Waycrest Dr.            | \$ 772.00    |
| 11/12/2017                                                      |        | 5638 S. Monte Vista          | \$ 553.00    |

| FULTON COUNTY POLICE DEPARTMENT<br>FEDERAL RICO 2017-2018 CASES |        |                  |               |
|-----------------------------------------------------------------|--------|------------------|---------------|
| DATE                                                            | CASE # | ADDRESS          | CURRENCY      |
| 11/16/2018                                                      |        | Hwy 92 @ SR14    | \$ 110,999.00 |
| 11/29/2018                                                      |        | 701 Walden Blvd. | \$ 358,000.00 |

| CITY OF SOUTH FULTON POLICE DEPARTMENT |        |                       |      |              |              |               |
|----------------------------------------|--------|-----------------------|------|--------------|--------------|---------------|
| DATE                                   | CASE # | ADDRESS               | YEAR | MODEL        | Appraisal    | STATUS        |
| 10/13/2017                             |        | 85N / Flat Shoals Rd. | 216  | Challenger   | \$ 32,990.00 | Pending       |
| 4/18/2018                              |        | 2653 Bluestone Dr.    | 2015 | Sprinter Van | \$ 35,479.00 | Pending       |
| 6/13/2018                              |        | 3180 Spring St.       | 2000 | Sienna       | \$ 1,050.00  | Pending       |
| 9/25/2018                              |        | 5225 Campbellton Rd.  | 1999 | Avalon       | \$ 1,982.00  | Pending       |
| 10/30/2018                             |        | 5460 Lemonyne Dr.     | 2018 |              | \$71,187.00  | Pending - GBI |
| 10/30/2018                             |        | 5460 Lemonyne Dr.     | 2018 | Escalade     | \$ 59,044.00 | Pending - GBI |
| 10/30/2018                             |        | 5460 Lemonyne Dr.     | 2018 | Suburban     | \$ 44,623.00 | Pending - GBI |
| 10/30/2018                             |        | 5460 Lemonyne Dr.     | 2018 | Charger      | \$ 19,74.00  | Pending - GBI |
| 12/26/2018                             |        | 2727 Godby Rd.        | 2011 | Cruze        | \$ 4,415.00  | Pending       |

*\*Note: The Summary of Pending Cases for Equitable Sharing is reviewed and updated periodically. There has been no update to the information since the October 2019 Report.*



### 3. ECONOMIC DEVELOPMENT



## AT WORK

#### Economic Development Project List

- **Lead** - A lead is a potential project that has not been qualified but might eventually become a prospect. A Lead is generally a project that is going through a due diligence phase and working to secure funding.
- **Prospect** - Projects that have been qualified. A Prospect is generally a project that has gone through a due diligence phase and has secured the resources necessary to bring the project to fruition.

| Project                        | Description                                                          | Status   | Action                                                                        | District |
|--------------------------------|----------------------------------------------------------------------|----------|-------------------------------------------------------------------------------|----------|
| Motherland Project             | Proposal for an African Cultural Museum                              | Lead     | Developer is in due diligence phase and currently looking for a location      | City     |
| Sandtown Crossing              | Possible townhome development around passive park adjacent to Publix | Lead     | Developer is in due diligence phase                                           | 1        |
| RiverFront District            | 200 Acre mixed-use Development along the Chattahoochee River         | Prospect | Developer has purchased property and is currently working on site plan design | 2        |
| Town Center                    | 600 Acre Development potential site for City center                  | Lead     | Developer is in due diligence phase                                           | 2        |
| Camp Creek Parkway & Enon Road | 46 Acre mixed-use Development. Townhomes, multi-family, retail.      | Prospect | Developer is currently working to develop concept and plans to submit         | 3        |
| Vista Camp Creek               | Workforce housing project                                            | Prospect | Renovation has started and residents have begun to move in.                   | 3        |
| Halperns Steak & Seafood       | Expansion project                                                    | Prospect | Secured bond funding but no construction date set                             | 3        |



|                                       |                                                       |          |                                                                                                |   |
|---------------------------------------|-------------------------------------------------------|----------|------------------------------------------------------------------------------------------------|---|
| Cedar Grove & South Fulton Parkway    | 42 Acre Residential Development with small commercial | Prospect | Developer has purchased property and is currently working on site plan design                  | 4 |
| Campbellton Old Town Master Plan      | Mixed-use redevelopment plan for historic Campbellton | Prospect | COSF and Chattahoochee Hills working the PONDS on a development plan for historic town center. | 4 |
| Old National Park Development (Hyatt) | Mixed-use development                                 | Lead     | Developer is in due diligence phase                                                            | 6 |
| Renaissance at South Fulton           | 16 Acre Mixed Tenancy, Family and HFOP Development    | Lead     | Developer is in due diligence phase                                                            | 6 |
| Old National & Jonesboro Road         | 13 Acre mixed-use development                         | Lead     | Developer is in due diligence phase                                                            | 7 |



### Business License

- June 2020 Business Licenses Processed
  - o 33 New Business Licenses
  - o 45 Renewed Business Licenses
- Total Business Licenses Processed
  - o 1,076 (YTD)
  - o 33 (June 2020)

### Permits and Buildings

|                          | June 2020 | YTD   |
|--------------------------|-----------|-------|
| Residential              | 133       | 549   |
| Commercial/Industrial    | 0         | 6     |
| Industrial               | 0         | 0     |
| Miscellaneous*           | 169       | 595   |
| Land Disturbance Permits | 0         | 10    |
| Total                    | 302       | 1,160 |

*\*Miscellaneous permits would include, but are not limited to, fence, pool, plumbing, trade, and electrical.*





## Geographic Information System

|            | Map Requests | Addressing | Demographics | Data Analysis | Deed/Plat Research | Total Requests |
|------------|--------------|------------|--------------|---------------|--------------------|----------------|
| 2018 Total | 165          | 90         | 21           | 175           | 75                 | 526            |
| 2019 Total | 166          | 115        | 5            | 141           | 129                | 556            |
| 2020 May   | 5            | 21         | 0            | 5             | 18                 | 49             |
| 2020 YTD   | 30           | 62         | 7            | 33            | 78                 | 210            |

*\*There has been no update to the information since the May 2020 Report.*

## Online GIS Application Views

- Public Facing
  - o Public Works Information Viewer – 50
  - o Zoning and Land Use Viewer – 288
  - o Property Information Viewer – 815
  - o Undeveloped Properties Viewer – 1
  - o My Elected Representative – 75
  - o Hard to Count Areas Viewer – 4
- Internal Only
  - o Fire Information Viewer – 8
  - o FID Viewer – 1
  - o Public Notification Viewer – 4
  - o Sewer Data Information Viewer – 10

*\*There has been no update to the information since the May 2020 Report.*



### Helpdesk Statistics

| Department            | Number of Tickets |
|-----------------------|-------------------|
| Public Safety         | 98                |
| Finance               | 59                |
| City Manager          | 30                |
| No Group – Unassigned | 70                |
| Other                 | 6                 |

| Tickets by Status | Number of Tickets |
|-------------------|-------------------|
| Closed/Resolved   | 88                |
| Open              | 33                |
| Other             | 3                 |

### Project Status

| Project                                                                                | Status      |
|----------------------------------------------------------------------------------------|-------------|
| GIS Support – Highland Mapping brought on to assist during transition                  | In Progress |
| District 4 National League of Cities Dashboard Project upcoming with Dr. Malika Wajiid | In Progress |
| OpenGov Update                                                                         | In Progress |



## 4. PLANNING – REVIEW AND UPDATE COMPREHENSIVE AND LAND USE PLAN

### Moratorium

On July 23, 2019 a moratorium was implemented City-wide to impose that no new applications for land use permits or occupation tax certificates/business licenses for alcohol package stores and any expansions of the same, tobacco retail sales, automobile gas stations/service stations, convenience stores, check cashing establishments, personal care services, automotive repair shops, group homes and residences, pawn shops, tobacco retail sales, cannabis dispensary, extended stay hotels, gun range, open air market, and tiny homes to be accepted in the City until 5:00 p.m. on June 30, 2020. As of June 30, 2020, there was 1 request for personal care homes and 1 request for a group home. These are uses that are restricted by the current moratorium.

- 1 project is located within Council District 1;
- 22 projects are located within Council District 2;
- 28 projects are located within Council District 3;
- 31 projects are located within Council District 4;
- 13 projects are located within Council District 5;
- 11 projects are located within Council District 6;
- 5 projects are located within Council District 7;
- 24 projects are within an unspecified Council district; and
- 18 unknown.

### Zoning Applications & Certifications

Staff has processed a total of 80 zoning applications, 120 zoning certifications and 76 open records reports as of June 30, 2020.

### Zoning Cases

There were 0 zoning applications received during the filing deadline period for June 2020.

- 0 Rezoning
- 0 Use Permit
- 0 Modification
- 0 Variance
- 0 Administrative Variance

*\*Note: Due to the Coronavirus (COVID-19) pandemic, the Community Development & Regulatory Affairs Department has postponed the intake of petitions.*



## 5. CREATE AND IMPLEMENT BRANDING AND MESSAGING

### I. Website Launch

| Host      | Statistics                                                      | Progress                                                                                                                                              |
|-----------|-----------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|
| CivicPlus | Visits: 36,264<br>Pageviews: 63,712<br>Unique pageviews: 50,468 | -Feeding South Fulton<br>-Chat with the Mayor<br>-COVID-19 Testing<br>-Westlake High School<br>Threepeat Pep Rally<br>-Count-to-80 Census<br>Townhall |

### II. Constant Contact

| Current Number of Subscribers | Contact Growth                                                                   | Analytics                                     | Next Issue                                                                  |
|-------------------------------|----------------------------------------------------------------------------------|-----------------------------------------------|-----------------------------------------------------------------------------|
| 5,350                         | 28 contacts in the last 30 days<br>15 via web sign-up form<br>13 from other apps | 108,639 sends<br>20,427 opens<br>2,570 clicks | Daily:<br>COVID-19 Updates<br>Monthly:<br>SF Monthly July 3<br>PRCA July 15 |

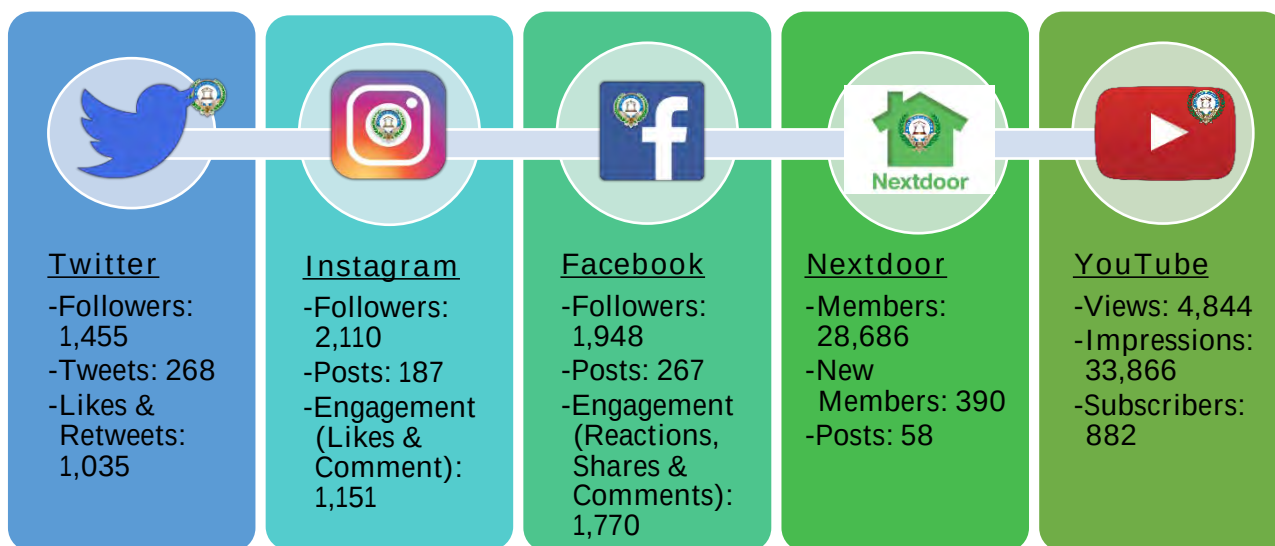
### III. City Newsletters: South Fulton Monthly, PRCA and COVID-19 Updates

June 2020 South Fulton Monthly - <https://conta.cc/2DiENP3>

June 2020 Ready, Set, Go! (PRCA) - <https://conta.cc/2O9Nde2>



#### IV. COSF Social Media Analytics



#### V. Mayor's Community Walk

##### a. Summary:

- Mayor's Walk (internally referred to as Community Walk Wednesdays) is a monthly activity that is focused on increasing access to City services, improved community relations, and proactively addressing community issues. Each month administrative staff, community stakeholders, and other interested parties will walk key corridors throughout the City to introduce key staff and available services, receive stakeholder feedback, and address problems in real time. Council Members are encouraged and welcomed to join the walks, especially those taking place in your District.

##### b. Next Date: TBD

##### c. Location: TBD

Should you need further information regarding this correspondence, please contact Odie Donald II at [odie.donald@cityofsouthfultonga.gov](mailto:odie.donald@cityofsouthfultonga.gov).



# CALENDAR OF EVENTS



# CITY OF SOUTH FULTON JUNE CALENDAR 2020

| Sunday                                                            | Monday                                                      | Tuesday                                                                            | Wednesday | Thursday                                                 | Friday                                                                                    | Saturday |
|-------------------------------------------------------------------|-------------------------------------------------------------|------------------------------------------------------------------------------------|-----------|----------------------------------------------------------|-------------------------------------------------------------------------------------------|----------|
| South Fulton Development Authority Meeting Livestream on June 1st | Virtual Special Called City Council Meeting 10a.m.          | Emergency Special Called Meeting 5p.m.                                             |           |                                                          | Feeding South Fulton Community Food Drive 11 a.m.                                         |          |
|                                                                   |                                                             |                                                                                    |           |                                                          | Feeding South Fulton Community Food Drive 11 a.m.                                         |          |
|                                                                   |                                                             | Count to 80 Virtual Census Townhall 6p.m.<br>Virtual Planning Commission Mtg 6p.m. |           | Virtual Public Safety Town Hall Meeting 6p.m. District 3 | Feeding South Fulton Community Food Drive 11 a.m.<br>Virtual Juneteenth Celebraton 12p.m. |          |
|                                                                   | Chat with the Mayor 6p.m.<br>Count to 80 Sweepstakes begins | Virtual City Council Meeting 10a.m.                                                |           |                                                          | Westlake Virtual Pep Rally 6p.m.                                                          |          |
|                                                                   |                                                             | Youth Spark Community Ambassador Training 6p.m.                                    |           |                                                          |                                                                                           |          |



# CITY MANAGER MEMORANDUMS TO CITY COUNCIL



|               |                                                                                      |                        |
|---------------|--------------------------------------------------------------------------------------|------------------------|
| June 3, 2020  | COVID – Expense Reimbursement Request                                                | Email with attachments |
| June 3, 2020  | 3368 Demooney Road – Eric and Alma Reed – Building Permit                            | Email with attachments |
| June 4, 2020  | COVID – Expense Reimbursement Request                                                | Email                  |
| June 8, 2020  | 2020 Census daily Municipal Self-Response Rates                                      | Email with attachments |
| June 8, 2020  | 06.08.20 – 3pm Georgia Department of Public Health COVID-19 Daily Status Report      | Email                  |
| June 8, 2020  | Reeds Property Photos                                                                | Email with attachment  |
| June 8, 2020  | 3368 Demooney Road – Eric and Alma Reed – Building Permit                            | Email                  |
| June 9, 2020  | Police Incident Old Nat/Godby                                                        | Email                  |
| June 10, 2020 | COSF Safe Reopening Plan                                                             | Email with attachments |
| June 10, 2020 | CDBG Funds                                                                           | Email                  |
| June 10, 2020 | Memo – Cultural Affairs Virtual Juneteenth Concert                                   | Memorandum             |
| June 10, 2020 | COVID-19                                                                             | Email with attachments |
| June 11, 2020 | Composting Plant near Ridge Road                                                     | Email                  |
| June 11, 2020 | 2020 Census Daily Municipal Self-Response Rates                                      | Email with attachment  |
| June 15, 2020 | Municipal Courts in Our Art Center? Really?                                          | Email with attachment  |
| June 16, 2020 | Municipal Courts in Our Art Center? Really?                                          | Email with attachment  |
| June 18, 2020 | COVID – Expense Reimbursement                                                        | Email                  |
| June 18, 2020 | Scheduled Peaceful Protests in the City                                              | Email with attachments |
| June 19, 2020 | Zoning Determines What Goes on Land and Where!                                       | Email                  |
| June 22, 2020 | World, Georgia Set Records for New Single-Day COVID-19 Cases                         | Email                  |
| June 26, 2020 | 06.25.20 – 3pm Georgia Department of Public Health COVID-19 Daily Status Report      | Email                  |
| June 26, 2020 | Memo: CDBG Survey & Overall Federal Grant Update                                     | Memorandum             |
| June 26, 2020 | Fulton County COVID-19 cases by City and Zip code distribution – as of June 24, 2020 | Email with attachment  |
| June 26, 2020 | 2020 Census Daily Municipal Self-Response Rates                                      | Email with attachment  |

|               |                                                                                 |       |
|---------------|---------------------------------------------------------------------------------|-------|
| June 26, 2020 | 06.25.20 – 3pm Georgia Department of Public Health COVID-19 Daily Status Report | Email |
| June 26, 2020 | Last Night's Rally w/ Mayor Edwards                                             | Email |
| June 26, 2020 | Urgent Special Called Virtual Meeting                                           | Email |
| June 26, 2020 | Despite Tight Budget Alpharetta Awards Raises to City Employees                 | Email |
| June 30, 2020 | E-911 Operations                                                                | Email |
| June 30, 2020 | Zoning Rewrite 1-on-1's with City Council                                       | Email |



# COUNCIL REQUEST SUMMARY

# COUNCIL REQUEST JUNE 2020

|                                            | Total Requests | Requests Completed | Completion Percentage |
|--------------------------------------------|----------------|--------------------|-----------------------|
| <b>COUNCIL REQUESTS</b>                    |                |                    |                       |
| City Manager                               | 5              | 5                  | 100%                  |
| City Clerk                                 | --             | --                 | --                    |
| Communications & External Affairs          | 2              | 2                  | 100%                  |
| Community Development & Regulatory Affairs | 19             | 18                 | 94.7%                 |
| Destination South Fulton                   | 1              | 1                  | 100%                  |
| Facilities                                 | --             | --                 | --                    |
| Finance                                    | 3              | 3                  | 100%                  |
| Fire                                       | 1              | 1                  | 100%                  |
| Human Resources                            | --             | --                 | --                    |
| Information Technology                     | 1              | 1                  | 100%                  |
| Legal                                      | 4              | 3                  | 75%                   |
| Municipal Courts                           | --             | --                 | --                    |
| Parks, Recreation & Cultural Affairs       | 3              | 3                  | 100%                  |
| Police                                     | 7              | 5                  | 71.4%                 |
| Programs & Performance                     | --             | --                 | --                    |
| Public Works                               | 30             | 27                 | 90%                   |
| <b>Total</b>                               | <b>76</b>      | <b>69</b>          | <b>90.8%</b>          |
| <b>YTD Total</b>                           | <b>1367</b>    | <b>1224</b>        | <b>89.5%</b>          |

## 7 In-Progress/Pending Council Requests:

- Community Development & Regulatory Affairs – 1
- Legal – 1
- Police – 2
- Public Works – 3

Please note: *Outstanding Requests are in progress and/or await response from requestor(s)/department staff for follow up and completion of deliverables.*



# HUMAN RESOURCES ACTIVITY

# HUMAN RESOURCES

## JUNE 2020

### Active Headcount

| Department                                 | Filled | Vacant | Grand Total |
|--------------------------------------------|--------|--------|-------------|
| City Council- Baker                        | 2      |        | 2           |
| City Council- Foster Rowell                | 2      |        | 2           |
| City Council- Gilyard                      | 2      |        | 2           |
| City Council- Gumbs                        | 3      |        | 3           |
| City Council- kamau                        | 2      |        | 2           |
| City Council- Reeves                       | 2      |        | 2           |
| City Council- Willis                       | 2      |        | 2           |
| City Manager                               | 8      |        | 8           |
| Clerk                                      | 4      |        | 4           |
| Communications                             | 3      | 2      | 5           |
| Community Development & Regulatory Affairs | 32     | 6      | 38          |
| Contracts & Procurement                    | 3      |        | 3           |
| Court                                      | 6      | 1      | 7           |
| Destination South Fulton                   | 2      | 2      | 4           |
| Finance                                    | 14     | 3      | 17          |
| Fire                                       | 163    | 30     | 193         |
| General Services                           | 8      | 1      | 9           |
| Human Resources                            | 5      |        | 5           |
| Information Technology                     | 3      | 6      | 9           |
| Mayor                                      | 3      |        | 3           |
| Parks Recreation and Cultural Affairs      | 54     | 29     | 83          |
| Police                                     | 157    | 21     | 178         |
| Public Works                               | 3      | 3      | 6           |
| Risk Management                            | 1      |        | 1           |
| Grand Total                                | 484    | 104    | 588         |

## Vacancy Rate

*This calculation measures the city's vacancy rate resulting from employee turnover and the addition of new positions. The formula is the total number of vacant positions as of a specified date divided by the total number of authorized positions (current employees in positions + positions authorized to fill) as of the same specified date.*

*\*Does not include elected official*

| Department                     | Total # Vacant Position | Total # Position | Vacancy Rate |
|--------------------------------|-------------------------|------------------|--------------|
| City Council                   | 0                       | 8*               | 0.0%         |
| City Manager                   | 0                       | 8                | 0.0%         |
| Clerk                          | 0                       | 4                | 0.0%         |
| Communications                 | 2                       | 5                | 40.0%        |
| Community & Regulatory Affairs | 6                       | 38               | 15.4%        |
| Contracts & Procurement        | 0                       | 3                | 0.0%         |
| Court                          | 1                       | 7                | 14.3%        |
| Destination South Fulton       | 2                       | 4                | 50.0%        |
| Finance                        | 3                       | 17               | 17.6%        |
| Fire                           | 30                      | 193              | 15.5%        |
| General Services               | 1                       | 9                | 11.1%        |
| Human Resources                | 0                       | 5                | 0.0%         |
| Information Technology         | 6                       | 9                | 66.76%       |
| Mayor                          | 0                       | 2*               | 0.0%         |
| Parks & Rec                    | 29                      | 83               | 34.9%        |
| Police                         | 21                      | 178              | 11.8%        |
| Public Works                   | 3                       | 6                | 50.0%        |
| Risk Management                | 0                       | 1                | 0.0%         |

## Time to Fill

*Time to fill captures the hiring process from job requisition to job acceptance*

| Position Title        | Department | Requisition Position Date | Date Offer Accepted  | Time (Days) to Fill |
|-----------------------|------------|---------------------------|----------------------|---------------------|
| Police Officer II (2) | Police     | 4/1/2020                  | On going recruitment | 0                   |
| Permit Specialist     | CDRA       | 5/8/2020                  | 6/28/2020            | 51                  |
| Total                 |            |                           |                      | 51                  |
| City Average          |            |                           |                      | 26                  |
| Industry Standard     |            |                           |                      | 42                  |

## Turnover Rates

*The turnover rate shows the percentage of employees who leave the city in a specified period of time. \*Does not include elected official*

| Department                     | Number of Separated Employees | Average Number of Employees | Monthly Turnover Rates (Percentage) |
|--------------------------------|-------------------------------|-----------------------------|-------------------------------------|
| City Council                   | 0                             | 8*                          | 0.0%                                |
| City Manager                   | 0                             | 8                           | 0.0%                                |
| Clerk                          | 0                             | 4                           | 0.0%                                |
| Communications                 | 0                             | 3                           | 0.0%                                |
| Community & Regulatory Affairs | 0                             | 32                          | 0.0%                                |
| Contracts & Procurement        | 0                             | 3                           | 0.0%                                |
| Court                          | 0                             | 6                           | 0.0%                                |
| Destination South Fulton       | 0                             | 2                           | 0.0%                                |
| Finance                        | 0                             | 14                          | 0.0%                                |
| Fire                           | 0                             | 163                         | 0.0%                                |
| General Services               | 0                             | 8                           | 0.0%                                |
| Human Resources                | 0                             | 5                           | 0.0%                                |
| Information Technology         | 1                             | 4                           | 25.0%                               |
| Mayor                          | 0                             | 2*                          | 0.0%                                |
| Parks & Rec                    | 0                             | 54                          | 0.0%                                |
| Police                         | 0                             | 157                         | 0.0%                                |
| Public Works                   | 0                             | 3                           | 0.0%                                |
| Risk Management                | 0                             | 1                           | 0.0%                                |

## Voluntary/Involuntary Turnover

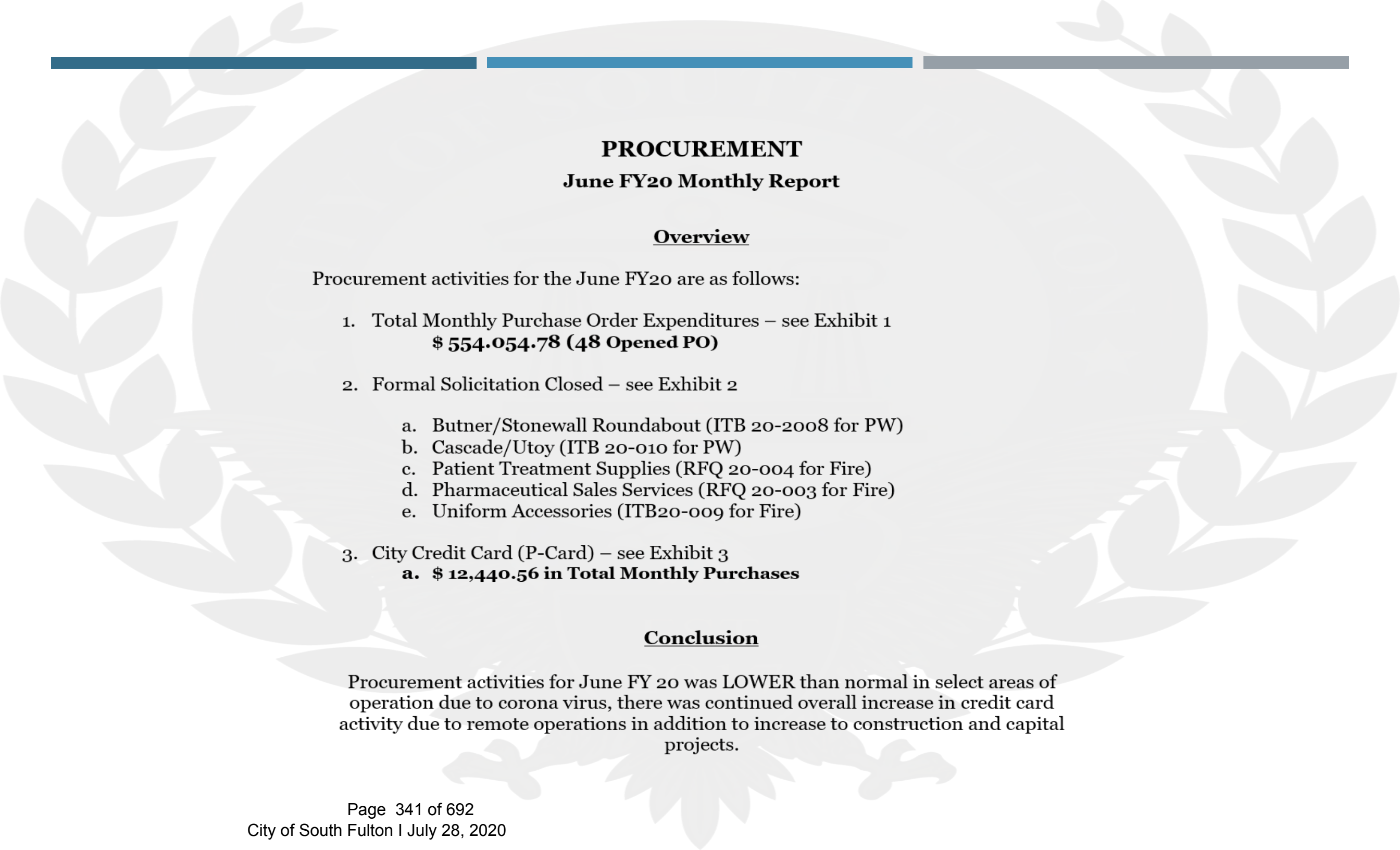
*This metric captures the reason for the turnover*

| Department                     | Voluntary | Involuntary |
|--------------------------------|-----------|-------------|
| City Council                   | 0         | 0           |
| City Manager                   | 0         | 0           |
| Clerk                          | 0         | 0           |
| Communications                 | 0         | 0           |
| Court                          | 0         | 0           |
| Finance                        | 0         | 0           |
| Fire                           | 0         | 0           |
| Human Resources                | 0         | 0           |
| Information Technology         | 1         | 0           |
| Mayor                          | 0         | 0           |
| Parks & Rec                    | 0         | 0           |
| Police                         | 0         | 0           |
| Contracts & Procurement        | 0         | 0           |
| Community & Regulatory Affairs | 0         | 0           |
| Destination South Fulton       | 0         | 0           |
| General Services               | 0         | 0           |
| Risk Management                | 0         | 0           |
| Public Works                   | 0         | 0           |
| Totals                         | 1         | 0           |





# PURCHASING ACTIVITY



---

## PROCUREMENT

### June FY20 Monthly Report

#### Overview

Procurement activities for the June FY20 are as follows:

1. Total Monthly Purchase Order Expenditures – see Exhibit 1  
**\$ 554,054.78 (48 Opened PO)**
2. Formal Solicitation Closed – see Exhibit 2
  - a. Butner/Stonewall Roundabout (ITB 20-2008 for PW)
  - b. Cascade/Utoy (ITB 20-010 for PW)
  - c. Patient Treatment Supplies (RFQ 20-004 for Fire)
  - d. Pharmaceutical Sales Services (RFQ 20-003 for Fire)
  - e. Uniform Accessories (ITB20-009 for Fire)
3. City Credit Card (P-Card) – see Exhibit 3
  - a. **\$ 12,440.56 in Total Monthly Purchases**

#### Conclusion

Procurement activities for June FY 20 was LOWER than normal in select areas of operation due to corona virus, there was continued overall increase in credit card activity due to remote operations in addition to increase to construction and capital projects.

Exhibit 1: Total Expenditure & PO Report

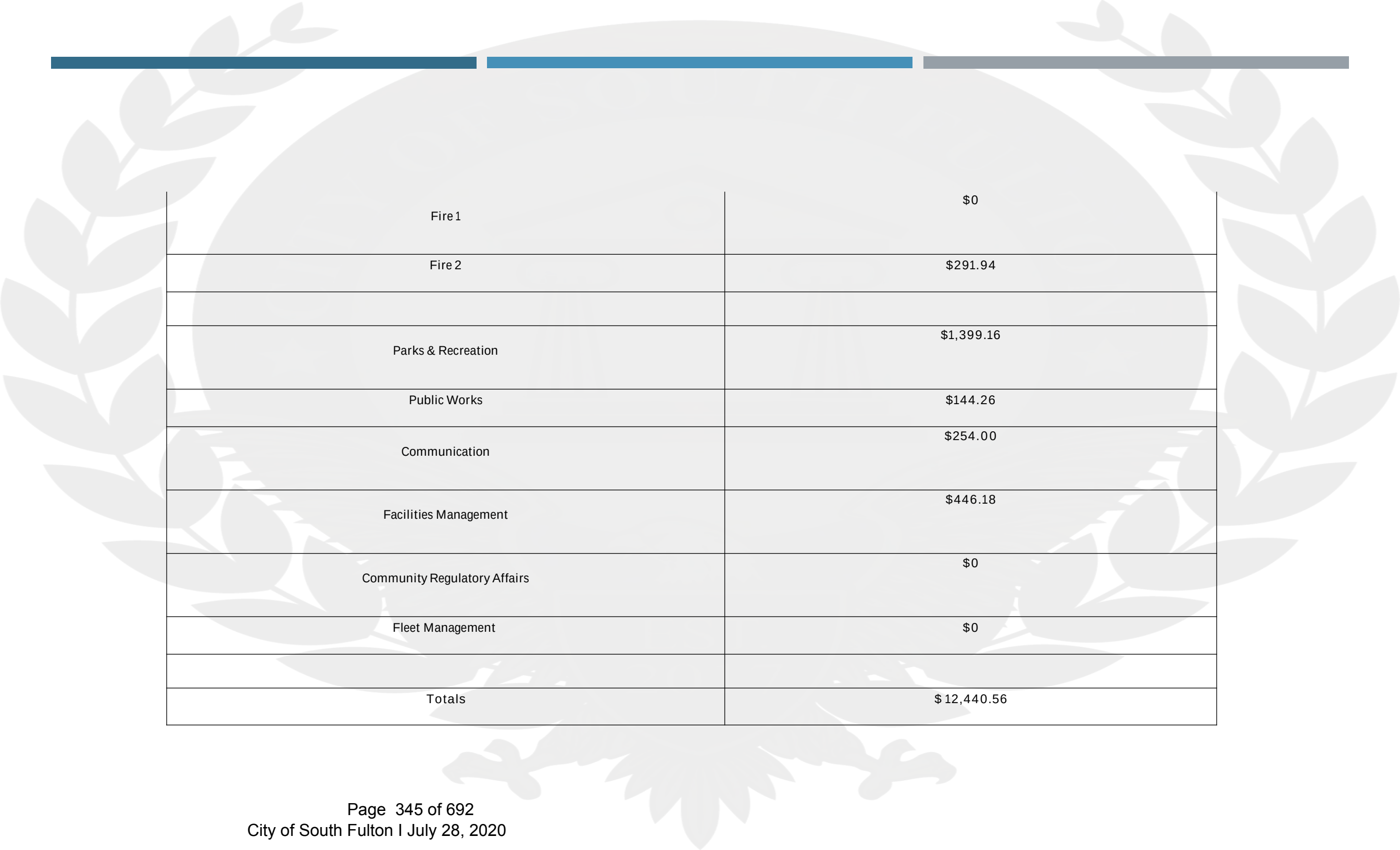
| Department                           | Total PO Expenditure |
|--------------------------------------|----------------------|
| District 1                           | \$0                  |
| District 2                           | \$330.72             |
| District 3                           | \$0                  |
| District 4                           | \$0                  |
| District 5                           | \$180.63             |
| District 6                           | \$0                  |
| District 7                           | \$0                  |
|                                      |                      |
| City Clerk                           | \$0                  |
| Mayor's Office                       | \$0                  |
| City Manager                         | \$0                  |
| Finance                              | \$0                  |
| Procurement                          | \$0                  |
| Legal/ LAW                           | \$0                  |
| Information Technology               | \$127,455.90         |
| Human Resources                      | \$22,665.00          |
| Risk Management                      | \$0                  |
| Communication                        | \$1,151.50           |
|                                      |                      |
| General Services                     | \$66,802.73          |
| Courts                               | \$0                  |
| Police                               | \$3,035.15           |
| Fire                                 | \$2,080.73           |
|                                      |                      |
| Public Works                         | \$0                  |
| Parks & Cultural Affairs             | \$2,938.10           |
| Community Regulatory Affairs         | \$0                  |
| Economic Development                 | \$0                  |
| Computers & Software (Local Capital) | \$0                  |
|                                      |                      |
| Vehicles                             | \$0                  |
|                                      |                      |
|                                      |                      |
| General Fund                         | \$226,639.74         |
| Multiple Grant Fund                  | \$0                  |
| Local Resource Capital               | \$16,925.39          |
| TSPLOST                              | \$23,968             |
| Debt Funded Capital                  | \$268,821.65         |
| Hotel/Motel Fund                     | \$0                  |
|                                      |                      |
| City of South Fulton I July 28, 2020 | \$ 554,054.78        |

Exhibit 2: Formal Solicitations Report

| <i>Monthly Contract and Solicitation Report</i> |                      |                       |                  |
|-------------------------------------------------|----------------------|-----------------------|------------------|
| Department                                      | Solicitation Release | Solicitation Accepted | Contract Awarded |
| District 1                                      | 0                    | 0                     | 0                |
| District 2                                      | 0                    | 0                     | 0                |
| District 3                                      | 0                    | 0                     | 0                |
| District 4                                      | 0                    | 0                     | 0                |
| District 5                                      | 0                    | 0                     | 0                |
| District 6                                      | 0                    | 0                     | 0                |
| District 7                                      | 0                    | 0                     | 0                |
|                                                 | 0                    | 0                     | 0                |
| City Clerk                                      | 0                    | 0                     | 0                |
| Mayor's Office                                  | 0                    | 0                     | 0                |
| City Manager                                    | 0                    | 0                     | 0                |
|                                                 | 0                    | 0                     | 0                |
| Finance                                         | 0                    | 0                     | 0                |
| Information Technology                          | 0                    | 0                     | 0                |
| Human Resources                                 | 0                    | 0                     | 0                |
| Economic Development                            | 0                    | 0                     | 0                |
| Risk Management                                 | 0                    | 0                     | 0                |
|                                                 | 0                    | 0                     | 0                |
| Law                                             | 0                    | 0                     | 0                |
| Code Enforcement                                | 0                    | 0                     | 0                |
| Courts                                          | 0                    | 0                     | 0                |
| Police                                          | 0                    | 0                     | 0                |
| Fire                                            | 0                    | 3                     | 0                |
|                                                 | 0                    | 0                     | 0                |
| Public Works                                    | 0                    | 2                     | 0                |
| Parks & Recreation                              | 0                    | 0                     | 0                |
| Communication                                   | 0                    | 0                     | 0                |
| General Administrative Services                 | 0                    | 0                     | 0                |
| Community Regulatory Affairs                    | 0                    | 0                     | 0                |
| E 911                                           | 0                    | 0                     | 0                |
|                                                 |                      |                       |                  |
| Page 343 of 692<br>Totals                       | 0                    | 5                     | 0                |

Exhibit 3 – Monthly P-Card Activity Report

| Department                           | Total P-Card Spend |
|--------------------------------------|--------------------|
| District 1 - Rowell                  | \$54.46            |
| District 2-Gumbs                     | \$2,249.99         |
| District 3-willis                    | \$2,166.69         |
| District 4- Gilyard                  | \$1,251.78         |
| District 5-Reeves                    | \$81.40            |
| District 6-KUMA                      | \$0                |
| District 7-Baker                     | \$1,373.23         |
| City Clerk                           | \$464.70           |
| Mayor's Office                       | \$90.00            |
| City Manager                         | \$0                |
| Finance 1 (City)                     | \$857.47           |
| Finance- City Generally              | \$0                |
| Contracts & Procurement              | \$29.98            |
| Information Technology               | \$327.86           |
| Human Resources                      | \$548.67           |
| Economic Development                 | \$259.99           |
| Risk Management                      | \$0                |
| Law                                  | \$0                |
| Community Development                | \$0                |
| Municipal Courts                     | \$29.98            |
| City of South Fulton                 | \$524.96           |
| City of South Fulton I July 28, 2020 | \$93.86            |



|                              |              |
|------------------------------|--------------|
| Fire 1                       | \$0          |
| Fire 2                       | \$291.94     |
|                              |              |
| Parks & Recreation           | \$1,399.16   |
| Public Works                 | \$144.26     |
| Communication                | \$254.00     |
| Facilities Management        | \$446.18     |
| Community Regulatory Affairs | \$0          |
| Fleet Management             | \$0          |
|                              |              |
| Totals                       | \$ 12,440.56 |



# FINANCIAL SERVICES



# GRANTS ADMINISTRATION



**MONTHLY STATUS REPORT**  
**Grants Administration Division**

**Project Status & Accomplishments**

| Project or Task                       | Activity Completed & Status Update                                                                                                                                                                     | State | %       |
|---------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|---------|
| <b>Task/Assignments</b>               | <ul style="list-style-type: none"> <li>Duns &amp; Bradstreet city's credit score; investigating what is influencing the score decline</li> </ul>                                                       |       | 50%     |
|                                       | <ul style="list-style-type: none"> <li>Meeting w/Community Affairs to discuss grant planning for 2020</li> </ul>                                                                                       |       | 0%      |
|                                       | <ul style="list-style-type: none"> <li>Meeting w/Economic Development to discuss grant planning for 2020</li> </ul>                                                                                    |       | 0%      |
|                                       | <ul style="list-style-type: none"> <li>Participated in Department of Natural Resources Land and Water Conservation Fund Webinar for grant opportunity</li> </ul>                                       |       | 100%    |
|                                       | <ul style="list-style-type: none"> <li>Participated in FEMA Portal Training</li> </ul>                                                                                                                 |       | 100%    |
| <b>Grant Opportunities/Networking</b> | <ul style="list-style-type: none"> <li>Continuing to search for grant opportunities, providing assessment, and sharing with departments and city council</li> </ul>                                    |       |         |
| <b>Grants Activity</b>                | <b>CORONAVIRUS SUPPORT</b>                                                                                                                                                                             |       |         |
|                                       | <ul style="list-style-type: none"> <li>Seeking funding support from FEMA through the Public Assistance Grant Program</li> </ul>                                                                        |       | 75%     |
|                                       | <ul style="list-style-type: none"> <li>Seeking funding support from CARES Act through FC</li> </ul>                                                                                                    |       | 75%     |
|                                       | <ul style="list-style-type: none"> <li>Seeking funding support from CARES Act through State</li> </ul>                                                                                                 |       | 25%     |
|                                       | <ul style="list-style-type: none"> <li>Maintain tracking tool of all expenditures incurred in response to COVID-19 and disseminated to departments; tracking expenditures for reimbursement</li> </ul> |       | ongoing |
|                                       | <b>COMMUNITY DEVELOPMENT AND REG AFFAIRS</b>                                                                                                                                                           |       |         |
|                                       | <ul style="list-style-type: none"> <li>Working with department on FC 2020 CDBG application submission and next steps</li> </ul>                                                                        |       | 100%    |
|                                       | <ul style="list-style-type: none"> <li>Working with department on Entitlement Designation and next steps</li> </ul>                                                                                    |       | 50%     |
|                                       | <b>ECONOMIC DEVELOPMENT</b>                                                                                                                                                                            |       |         |
|                                       | <ul style="list-style-type: none"> <li>Working with department on EDA COVID-19 grant opportunity</li> </ul>                                                                                            |       | 100%    |
|                                       | <b>POLICE</b>                                                                                                                                                                                          |       |         |
|                                       | <ul style="list-style-type: none"> <li>Asset Forfeiture Fund: reconciling forfeiture funding received and expenses paid out by police</li> </ul>                                                       |       | 75%     |
|                                       | <ul style="list-style-type: none"> <li>Working with department on reconciliation and submittal of payment request for Bulletproof Vest grant; awaiting department to submit payment request</li> </ul> |       | 75%     |
|                                       | <b>PUBLIC WORKS</b>                                                                                                                                                                                    |       |         |
|                                       | <ul style="list-style-type: none"> <li>2019 LMIG: Working with department to reconcile account in compliance with the grant guidelines and financial procedures</li> </ul>                             |       | 75%     |
|                                       | <ul style="list-style-type: none"> <li>2020 LMIG: Working with department to reconcile account in compliance with the grant guidelines and financial procedures</li> </ul>                             |       | 50%     |
|                                       | <ul style="list-style-type: none"> <li>Federally Funded Projects: reconciliation, activity tracking, and set up fund account in Edmunds</li> </ul>                                                     |       | 25%     |

|                   |                                                                                                                                                                                                                |  |     |
|-------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|-----|
|                   | <ul style="list-style-type: none"> <li>Developed tracking tool of 2018 SAFER personnel costs; training department on use of tool; developing reimbursement request 1</li> </ul>                                |  | 75% |
| Building Capacity | <ul style="list-style-type: none"> <li>Kickoff of Grant Writing/Peer Review Team with members that attended the Grant Writing Workshop. Postponed due to the Coronavirus impact to the departments.</li> </ul> |  | 10% |
|                   | <ul style="list-style-type: none"> <li>Meeting with vendors who provide software for grant research and development</li> </ul>                                                                                 |  | 50% |
|                   | <ul style="list-style-type: none"> <li>Reviewing proposals and selection of grant writing support</li> </ul>                                                                                                   |  | 25% |

**Grant Activity: See attached grant portfolio report for the month of June 2020.**

ACTIVITY REPORT - GRANTS AWARDED

Report Range: June 1, 2020 - June 30, 2020

|                   | Federal      | State           | Private      | Total           |
|-------------------|--------------|-----------------|--------------|-----------------|
| Awarded Grants:   | 3            | 2               | 1            | 6               |
| Awarded Funds: \$ | 2,298,523.22 | \$ 2,600,288.01 | \$ 18,300.00 | \$ 4,917,111.23 |
| Cash Match: \$    | 1,404,662.52 | \$ 780,086.40   | \$ -         | \$ 2,184,748.92 |
| In-Kind Match: \$ | -            | \$ -            | \$ -         | \$ -            |
| Total: \$         | 3,703,185.74 | \$ 3,380,374.41 | \$ 18,300.00 | \$ 7,101,860.15 |

| Department           | Year | Agency Type | Grantor          | Grant Name                                         | Grant Description                                                                                                                                                                                                                                                 | Purpose                                                                           | Project Amount  | Award Amount    | Match           | Start Date | End Date  | Status                                                                                  |
|----------------------|------|-------------|------------------|----------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------|-----------------|-----------------|-----------------|------------|-----------|-----------------------------------------------------------------------------------------|
| Fire                 | 2018 | Federal     | FEMA             | Staffing for Adequate Fire and EM Response (SAFER) | Funding for fire departments and volunteer firefighter interest organizations to increase or maintain the number of trained front line firefighters                                                                                                               | Hiring 15 Firefighters                                                            | \$ 3,636,485.30 | \$ 2,242,499.00 | \$ 1,393,986.30 | 3/17/2020  | 3/16/2023 | Recruiting firefighters for the grant; start date 3/17; All 15 firefighters are onboard |
| Police               | 2019 | Federal     | DOJ              | Project Safe Neighborhoods                         | Nationwide initiative that brings together federal, state, local and tribal law enforcement officials, prosecutors, and community leaders to identify the most pressing violent crime problems in a community and develop comprehensive solutions to address them | Equipment, training, other                                                        | \$ 45,348.00    | \$ 45,348.00    | \$ -            | 9/1/2019   | 8/30/2021 | Official award letter on the way; police received award; scheduling kick off meeting;   |
| Police               | 2019 | Federal     | DOJ              | Bulletproof Vests Partnership                      | Reimburse states, counties, federally recognized tribes, cities, and local jurisdictions that employ law enforcement officers for up to 50% of the total cost of body armor vests purchased                                                                       | Purchase 30 vests                                                                 | \$ 21,352.44    | \$ 10,676.22    | \$ 10,676.22    | 9/24/2019  |           | Purchased 6 vests                                                                       |
| Total Federal Grants |      |             |                  |                                                    |                                                                                                                                                                                                                                                                   |                                                                                   | \$ 3,703,185.74 | \$ 2,298,523.22 | \$ 1,404,662.52 |            |           |                                                                                         |
| Public Works         | 2020 | State       | Ste              | Local Maintenance & Improvement Grant (LMIG)       | Funding for improvements to local roadways and bridges                                                                                                                                                                                                            |                                                                                   | \$ 455,000.00   | \$ 350,000.00   | \$ 105,000.00   | 6/31/2020  |           | Additional funding to the 2020 LMIG for bridge work at Cochran and Cascade Rd.          |
| Public Works         | 2020 | State       | State of Georgia | Local Maintenance & Improvement Grant (LMIG)       | Funding for improvements to local roadways and bridges                                                                                                                                                                                                            | Resurfacing of Streets: Demooney Road, East Stubbs Road, Cascade Palmetto Highway | \$ 1,589,271.72 | \$ 1,222,516.71 | \$ 366,755.01   | 10/1/2019  |           |                                                                                         |
| Public Works         | 2019 | State       | State of Georgia | Local Maintenance & Improvement Grant (LMIG)       | Funding for improvements to local roadways and bridges                                                                                                                                                                                                            | Resurfacing of Streets: Demooney Road, East Stubbs Road, Cascade Palmetto Highway | \$ 1,336,102.60 | \$ 1,027,771.30 | \$ 308,331.39   | 10/1/2018  |           |                                                                                         |
| Total State Grants   |      |             |                  |                                                    |                                                                                                                                                                                                                                                                   |                                                                                   | \$ 3,380,374.32 | \$ 2,600,288.01 | \$ 780,086.40   |            |           |                                                                                         |
| Fire                 | 2020 | Private     | Firehouse Subs   | FirehouseSubs Grant                                | Provide lifesaving equipment and needed resources to first responders and public safety organizations                                                                                                                                                             | 2 Front-Loading Extractors<br>2 Gear Drying Cabinets                              | \$ 18,300.00    | \$ 18,300.00    | \$ -            | 4/28/2020  |           | Department is ordering equipment                                                        |
| Total Private Grants |      |             |                  |                                                    |                                                                                                                                                                                                                                                                   |                                                                                   | \$ 18,300.00    | \$ 18,300.00    | \$ -            |            |           |                                                                                         |

| Department | Year | Agency Type | Grantor | Grant Name | Grant Description | Purpose | Project Amount | Award Amount | Match | Start Date | End Date | Status |
|------------|------|-------------|---------|------------|-------------------|---------|----------------|--------------|-------|------------|----------|--------|

|             |  |  |  |  |  |  |                        |                        |                        |  |  |  |
|-------------|--|--|--|--|--|--|------------------------|------------------------|------------------------|--|--|--|
| Grand Total |  |  |  |  |  |  | <u>\$ 7,101,860.06</u> | <u>\$ 4,917,111.23</u> | <u>\$ 2,184,748.92</u> |  |  |  |
|-------------|--|--|--|--|--|--|------------------------|------------------------|------------------------|--|--|--|

ACTIVITY REPORT - POTENTIAL GRANTS

Report Range: June 1, 2020 - June 30, 2020

|                            | Federal       | State/County  | Private      | Total         |
|----------------------------|---------------|---------------|--------------|---------------|
| Anticipated Grants:        | 4             | 4             | 2            | 10            |
| Anticipated Awarded Funds: | \$ 587,809.48 | \$ 123,353.28 | \$ 32,200.00 | \$ 743,362.76 |
| Anticipated Cash Match:    | \$ 36,244.00  | \$ 47,760.00  | \$ -         | \$ 84,004.00  |
| Anticipated In-Kind Match: | \$ -          | \$ -          | \$ -         | \$ -          |
| Total:                     | \$ 624,053.48 | \$ 171,113.28 | \$ 32,200.00 | \$ 827,366.76 |

| Department           | Year | Agency Type | Grantor  | Grant Name                                          | Grant Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Purpose                                           | Project Amount | Award Amount  | Match        | Start Date | End Date | Status                |
|----------------------|------|-------------|----------|-----------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|----------------|---------------|--------------|------------|----------|-----------------------|
| Police               | 2020 | Federal     | DOJ/COBB | Crime Gun Intel Center Integration Initiative Grant | This opportunity supports entities that are experiencing precipitous increases in gun crime to implement comprehensive and holistic models to reduce violent crime and the illegal use of firearms within their jurisdictions by enabling them to integrate with their local ATF Crime Gun Intelligence Centers (CGIC)                                                                                                                                                                                            | NBIN Machine, Personnel, Training                 | \$ 246,077.00  | \$ 246,077.00 | \$ -         |            |          | Application submitted |
| Fire                 | 2020 | Federal     | FEMA     | AFG COVID-19 Supplemental Funding                   | To provide critically needed resources that equip personnel to respond to the COVID-19 public health emergency and support community resilience                                                                                                                                                                                                                                                                                                                                                                   | Equipment to firefighters in response to COVID-19 | \$ 26,142.76   | \$ 23,528.48  | \$ 2,614.00  |            |          | Application submitted |
| Fire                 | 2019 | Federal     | FEMA     | Assistance to Firefighters Grant                    | (9) Equipment (PPE Washer/Extractor/Dryer): Extractor to wash and dry 2 sets of gear at a time. Correctly cleaning of PPE eliminating dangerous carcinogens. Place in each fire station \$87,615<br><br>(15) Equipment - Vehicle Mounted Exhaust System: Ward diesel No Smoke linear source-filter system that connects to the exhaust train of the vehicle \$131,085<br><br>Funding to enhance the safety of the public and firefighters with respect to fire and fire-related hazards<br><br>Training \$117,600 |                                                   | \$ 336,300.00  | \$ 302,670.00 | \$ 33,630.00 |            |          | Application submitted |
| Fire                 | 2020 | Federal     | FEMA     | Homeland Security Grant Program                     | Funding to enhance the ability of state, local, tribal, and territorial governments, as well as nonprofits, to prevent, protect against, respond to, and recover from terrorist attacks.                                                                                                                                                                                                                                                                                                                          | Hazmat equipment                                  | \$ 15,534.00   | \$ 15,534.00  | \$ -         |            |          | Application submitted |
| Total Federal Grants |      |             |          |                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                   | \$ 624,053.76  | \$ 587,809.48 | \$ 36,244.00 |            |          |                       |

| Department                | Year | Agency Type | Grantor               | Grant Name                                             | Grant Description                                                                                                                                                                                                                                                   | Purpose                                                                                                | Project Amount       | Award Amount         | Match               | Start Date | End Date | Status                                        |
|---------------------------|------|-------------|-----------------------|--------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------|----------------------|----------------------|---------------------|------------|----------|-----------------------------------------------|
| Public Works              | 2020 | State       |                       | SCRAP Right-of-Way Program                             | This opportunity will support tire abatement and costs of removing, transporting, and processing scrap tires cleaned up from scrap tire dumps; removed from city and county right-of-way's; and collected during scrap tire amnesty events                          | Right-of-way clean up                                                                                  | \$ 59,712.64         | \$ 59,712.64         |                     |            |          | Application Submitted                         |
| Public Works              | 2020 | State       |                       | SCRAP Tire Abatement Reimbursement Grant               | This opportunity will support tire abatement and costs of removing, transporting, and processing scrap tires cleaned up from scrap tire dumps; removed from city and county right-of-way's; and collected during scrap tire amnesty events                          | Reimbursement for Tire Amnesty Day event                                                               | \$ 10,036.24         | \$ 10,036.24         | \$ -                |            |          | Application Submitted                         |
| Public Works              | 2020 | State       | State of GA DOT       | Roadside Enhancement and Beautification Council (REBC) | This opportunity will support roadside enhancement and beautification projects along Georgia's roadsides, e.g. landscape plant material and its installation for the furtherance of roadside enhancement and beautification projects along state routes in Georgia. | Beautification project to the Cascade Road at I-285 Interchange ramps                                  | \$ 97,400.00         | \$ 50,000.00         | \$ 47,400.00        |            |          | Application Submitted                         |
| Fire                      | 2020 | State       | State of Georgia      | GFSTC Fireworks Tax Grant                              | Funding to improve ISO ratings and achieve or maintain a Certificate of Compliance for a Fire Department as established by the GFSTC                                                                                                                                | Purchase fire extinguisher training system package                                                     | \$ 3,964.40          | \$ 3,604.40          | \$ 360.00           |            |          | Application submitted                         |
| <b>Total State Grants</b> |      |             |                       |                                                        |                                                                                                                                                                                                                                                                     |                                                                                                        | <b>\$ 171,113.28</b> | <b>\$ 123,353.28</b> | <b>\$ 47,760.00</b> |            |          |                                               |
| Parks & Rec               | 2020 | Private     | AARP                  |                                                        |                                                                                                                                                                                                                                                                     | Creating a dedicated space for residents 55+                                                           | \$ 57,200.00         | \$ 22,200.00         | \$ -                |            |          | Application Submitted                         |
| Parks & Rec               | 2020 | Private     | US Tennis Association | US Tennis Association - Facility Assistance            | Support building of tennis courts                                                                                                                                                                                                                                   | Rebuild 20 hard courts and heavy duty top dressing for 4 clay courts at the South Fulton Tennis Center | \$ 133,400.00        | \$ 10,000.00         | \$ -                |            |          | Department will continue with the application |



| Department           | Year | Agency Type | Grantor | Grant Name | Grant Description | Purpose | Project Amount | Award Amount | Match | Start Date | End Date | Status |
|----------------------|------|-------------|---------|------------|-------------------|---------|----------------|--------------|-------|------------|----------|--------|
| Total Private Grants |      |             |         |            |                   |         | \$ 190,600.00  | \$ 32,200.00 | \$ -  |            |          |        |

Grand Total

|               |               |              |
|---------------|---------------|--------------|
| \$ 985,767.04 | \$ 743,362.76 | \$ 84,004.00 |
|---------------|---------------|--------------|



# RISK MANAGEMENT



## Risk Management Monthly Status Report

### I. South Fulton Safety Accident Review Board

- a) Motor Vehicle Accident Review Committee
- b) Fleet Safety Policy
- c) Scoring System for Disciplinary
- d) Deductible Repayment

### II. COVID-19 Trend Analysis

- a) South Fulton Zip Code Data
- b) Infection, Hospitalization, Mortality Rate
- c) Inaccurate reporting
- d) COVID-19 personal precautions

### III. GMA Safety Grant Application

- a) \$10K Eligibility (WC)
- b) \$10k Eligibility (GIRMA)

### IV. COVID-19 Engineering/Administrative Controls

- ✚ Screening Controls (Qualtrics, Thermo Detection)
- ✚ City Hall Logistics
- ✚ First Responder Precautions
- ✚ Medical Protocols
- ✚ Signage

### V. Parks Admin Building Security Study

- ✚ Equipment Inventory
- ✚ Tracking System
- ✚ New LED Lighting system
- ✚ JCI Monitoring System Layout
- ✚ Tree Removal/Brush Clearance and Fence Repair
- ✚ All current employees will begin a rotating schedule by department.

### VI. Onsite Mandatory COVID-19 Testing Program

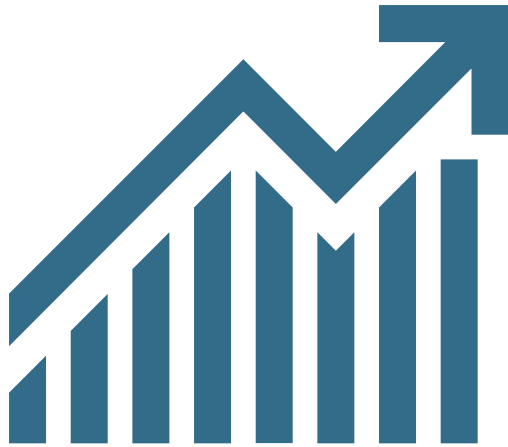
- ✚ Testing (Welcome All Park) 7/20 - 7/24
- ✚ Employee Exemptions
- ✚ Reporting/Tracking Electronically

### VII. City of South Fulton Georgia Cancer Fund

- Update Quarterly Spreadsheet

### VIII. Claims Standard Loss Run

- Worker Compensation
- Property Liability



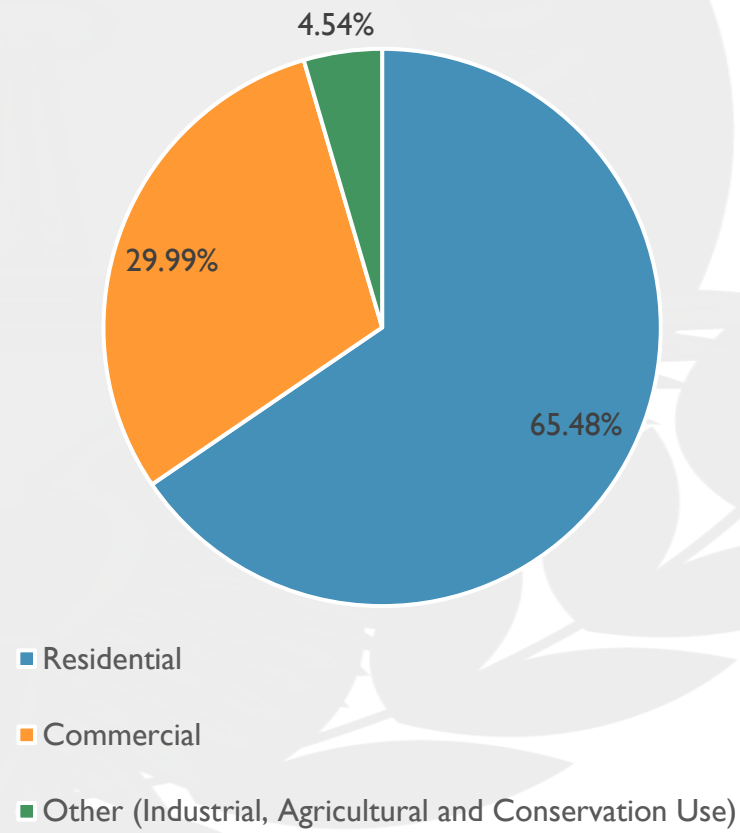
# TAX ADMINISTRATION

# FY2020 YTD Tax Revenue Highlights

as of 6/30/2020

## Property Taxes

- Tax year billing amounts
  - 2019 - \$29,409,341.24
  - 2018 - \$28,740,491.85
  - 2017 - \$14,414,688.49
- Tax year collection amounts and rate%
  - 2019 - \$28,930,410.02 (98.37%)
  - 2018 - \$28,547,419.41 (99.33%)
  - 2017 - \$14,201,005.56 (98.52%)

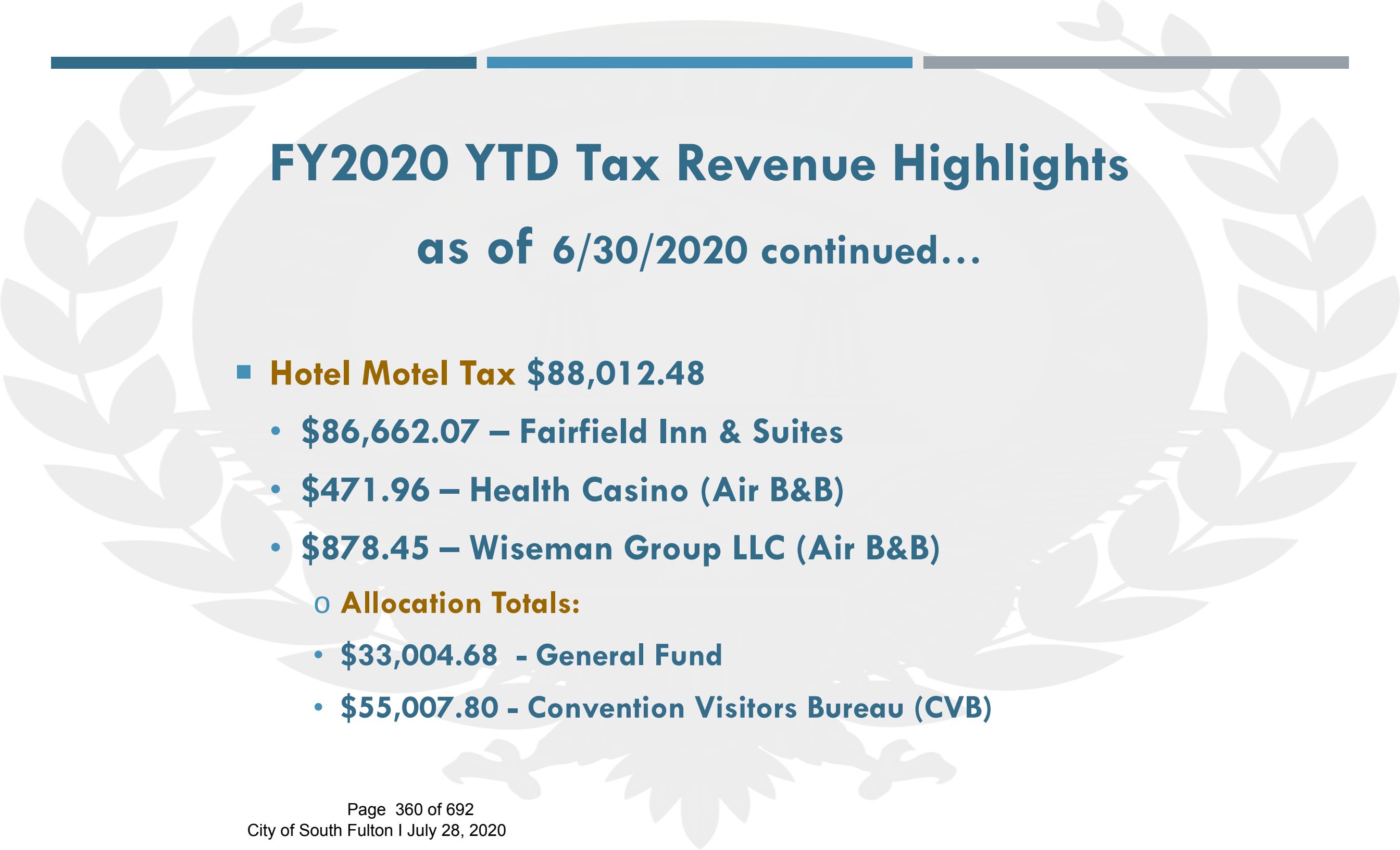


# FY2020 YTD Tax Revenue Highlights

as of 6/30/2020 continued...

## 2019 Property Tax Breakdown:

| Month    | Real Estate          | Personal Property   | Mobile Home  | Public Utilities    | Totals               |
|----------|----------------------|---------------------|--------------|---------------------|----------------------|
| October  | 14,025,255.07        | 2,182,239.27        |              |                     | 16,207,494.34*       |
| November | 3,690,488.64         | 1,735,238.20        |              |                     | 5,425,726.84         |
| December | 732,249.68           | 50,166.42           |              |                     | 782,416.10           |
| January  | 230,512.91           | 122,126.66          |              |                     | 352,639.57           |
| February | 105,903.92           | (19,971.79)         | 10.19        |                     | 85,932.13            |
| March    | 708,485.95           | 2,169.73            |              | 726,458.65          | 1,437,114.33         |
| April    | 15,227.60            | 148.79              |              | 514,846.59          | 530,222.98           |
| May      | 3,125.47             | 4,825.53            |              | 556,433.85          | 564,384.85           |
| June     | 61,816.34            | 25,148.49           |              |                     | 86,964.83            |
| Totals   | <b>19,573,065.58</b> | <b>4,102,091.30</b> | <b>10.19</b> | <b>1,797,739.09</b> | <b>25,472,906.16</b> |



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# FY2020 YTD Tax Revenue Highlights

## as of 6/30/2020 continued...

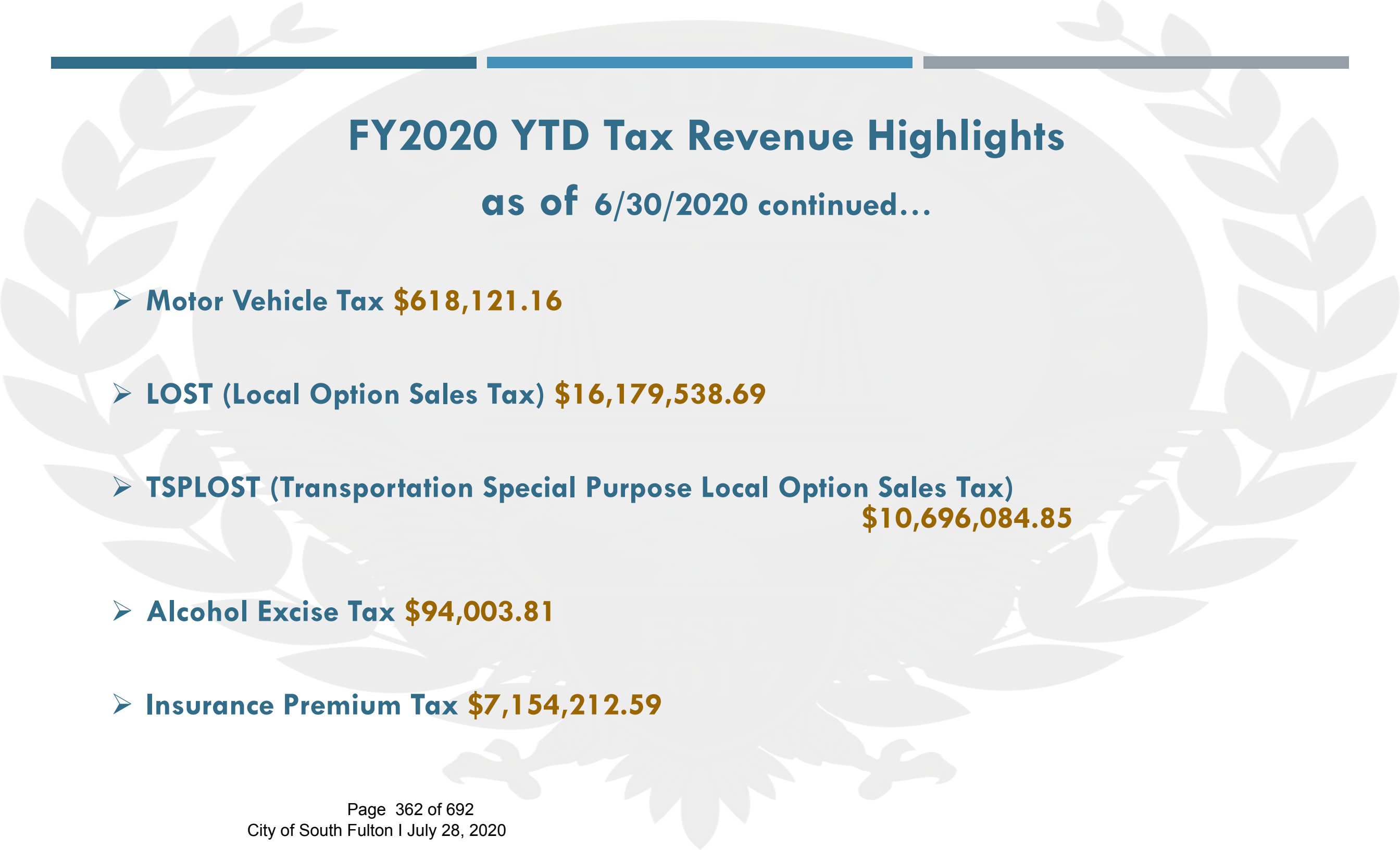
- **Hotel Motel Tax \$88,012.48**
  - \$86,662.07 – Fairfield Inn & Suites
  - \$471.96 – Health Casino (Air B&B)
  - \$878.45 – Wiseman Group LLC (Air B&B)
- **Allocation Totals:**
  - \$33,004.68 - General Fund
  - \$55,007.80 - Convention Visitors Bureau (CVB)

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# FY2020 YTD Tax Revenue Highlights

## as of 6/30/2020 continued...

- **Franchise Fee Tax \$3,118,407.08**
  - \$171,972.50 – AT&T/Bell South
  - \$319,160.66 – Comcast
  - \$86,633.71 – EMC Coweta-Fayette
  - \$1,320,971.33 – Georgia Power
  - \$1,213,512.78 – Greystone Power
  - \$6,156.10 – Verizon



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# FY2020 YTD Tax Revenue Highlights

## as of 6/30/2020 continued...

- **Motor Vehicle Tax** **\$618,121.16**
- **LOST (Local Option Sales Tax)** **\$16,179,538.69**
- **TSPLOST (Transportation Special Purpose Local Option Sales Tax)**  
**\$10,696,084.85**
- **Alcohol Excise Tax** **\$94,003.81**
- **Insurance Premium Tax** **\$7,154,212.59**

# FY2020 YTD Tax Revenue Highlights

## as of 6/30/2020 continued...

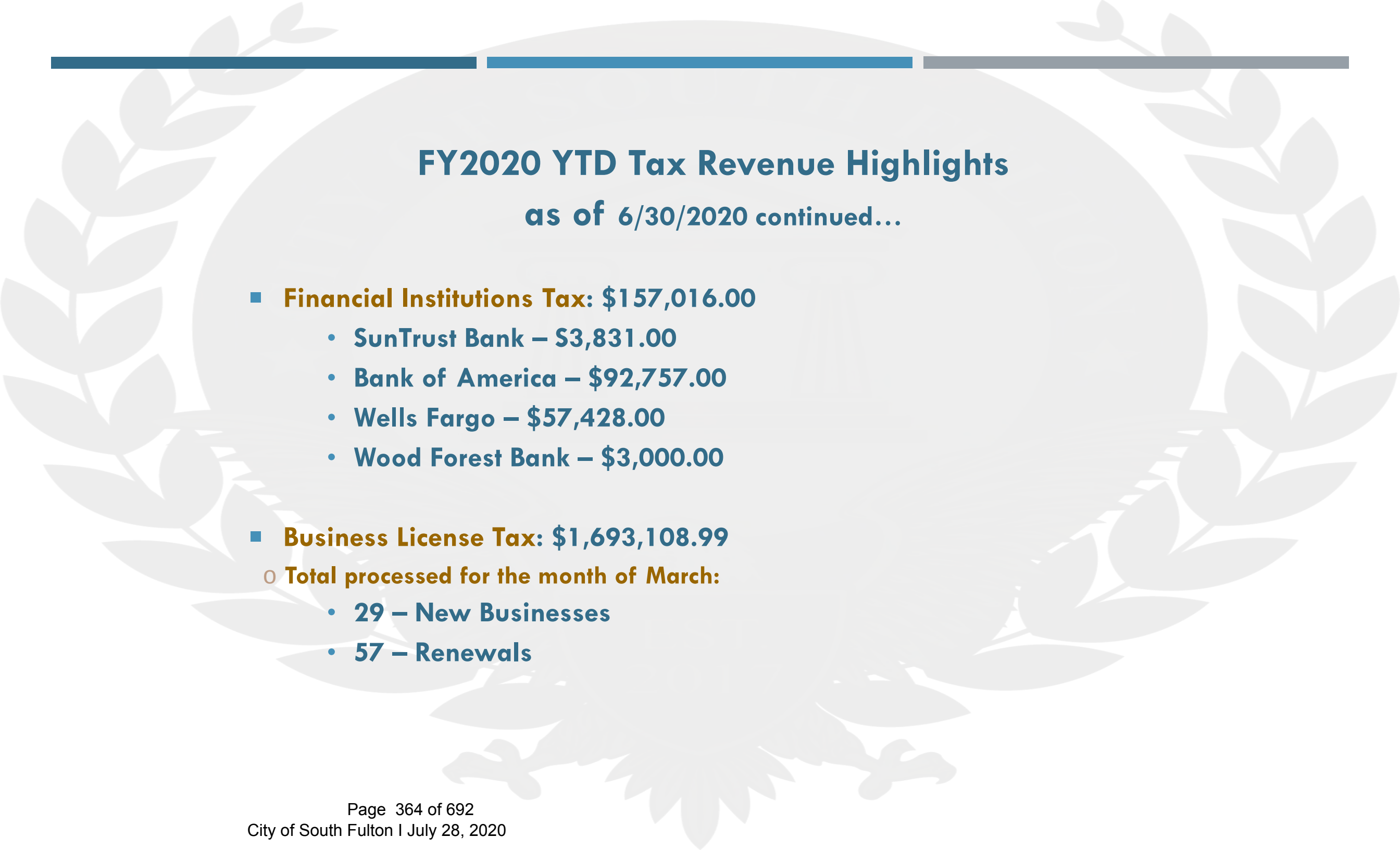
- **Intangible Tax \$621,454.42**

*\*a tax levied on gross earnings received from intangible property such as savings accounts, stocks, bonds, accounts receivable, and mortgages.*

- **Real Estate Transfer Tax \$195,956.77**

*\*a tax that is levied on the transfer of ownership or title to property from one entity to another.*





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## FY2020 YTD Tax Revenue Highlights

as of 6/30/2020 continued...

- **Financial Institutions Tax: \$157,016.00**

- SunTrust Bank – \$3,831.00
- Bank of America – \$92,757.00
- Wells Fargo – \$57,428.00
- Wood Forest Bank – \$3,000.00

- **Business License Tax: \$1,693,108.99**

- **Total processed for the month of March:**

- 29 – New Businesses
- 57 – Renewals



# COSF 311 DASHBOARD

# Summary Dashboard | Citywide CRC (to date)



NUMBER OF REQUESTS OPEN

24,069



NUMBER OF REQUESTS CLOSED

23,076 / 94%



Goal: 90%

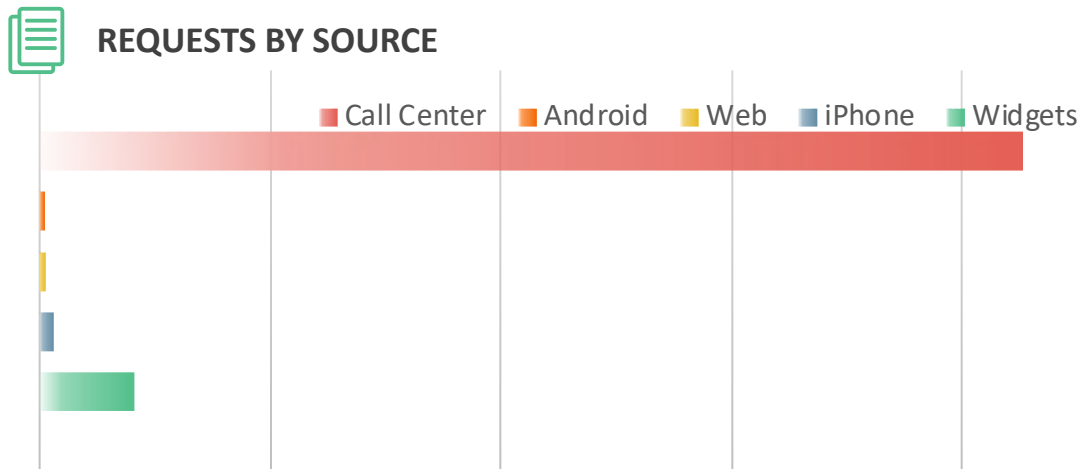


AVERAGE TIME TO CLOSE

13.8 days



Goal: varies based on SLA



OVERALL STATUS OF REQUESTS

993

Total Open Status

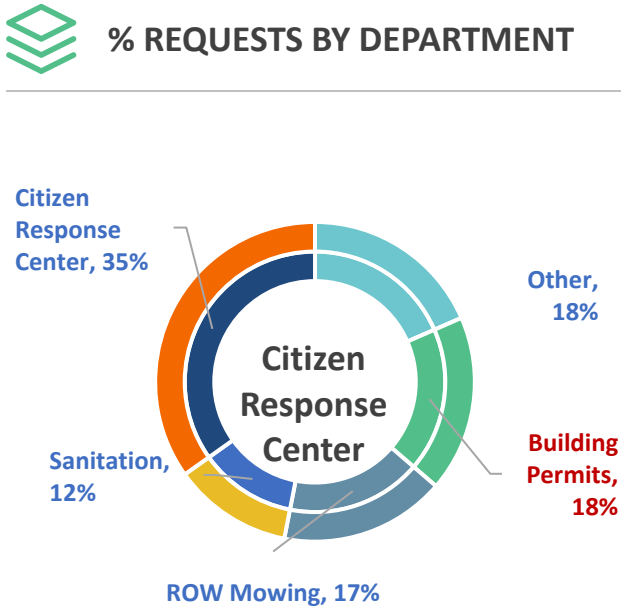
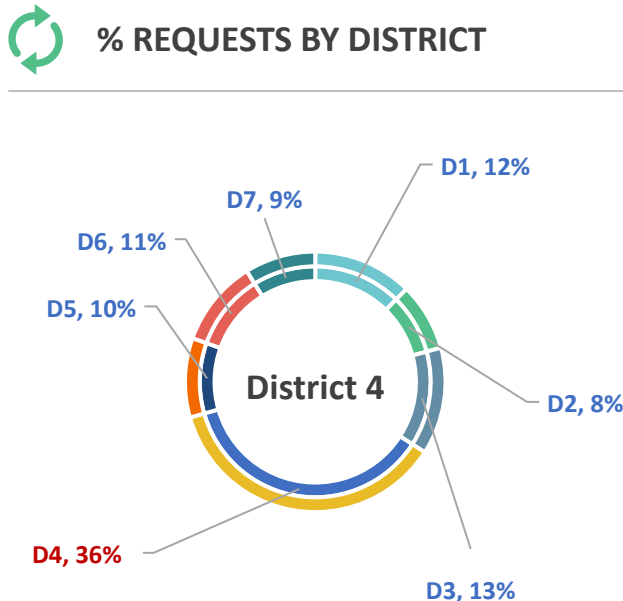
13583

Total Acknowledged

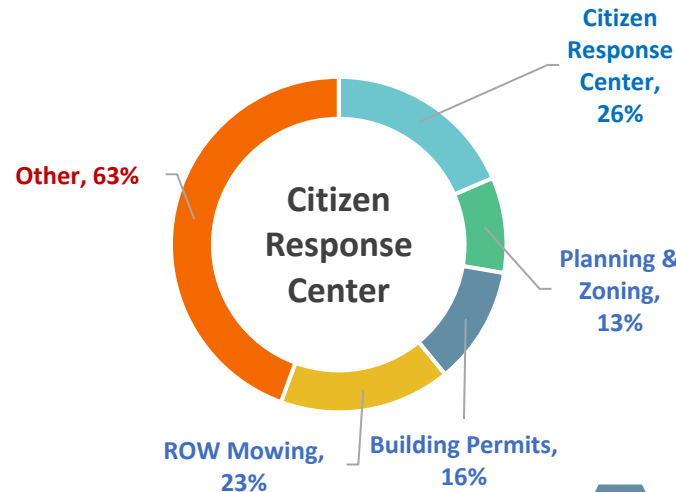
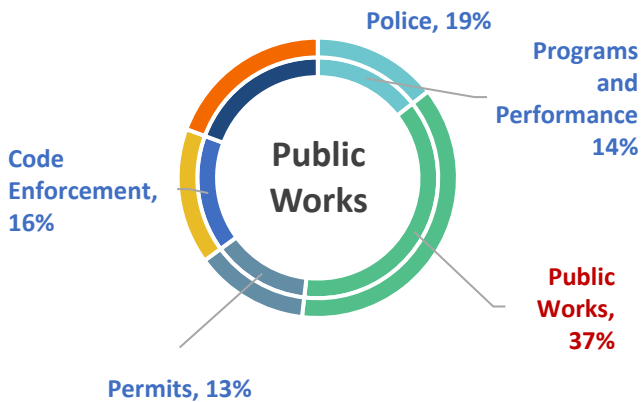
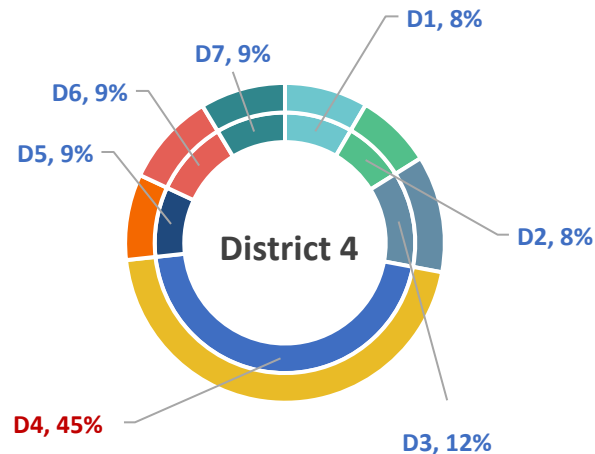
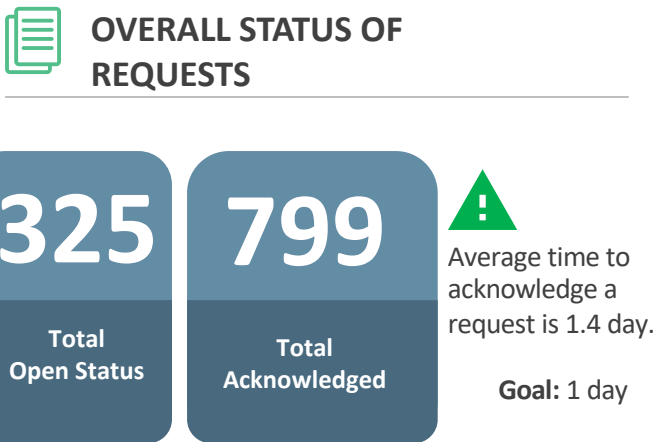
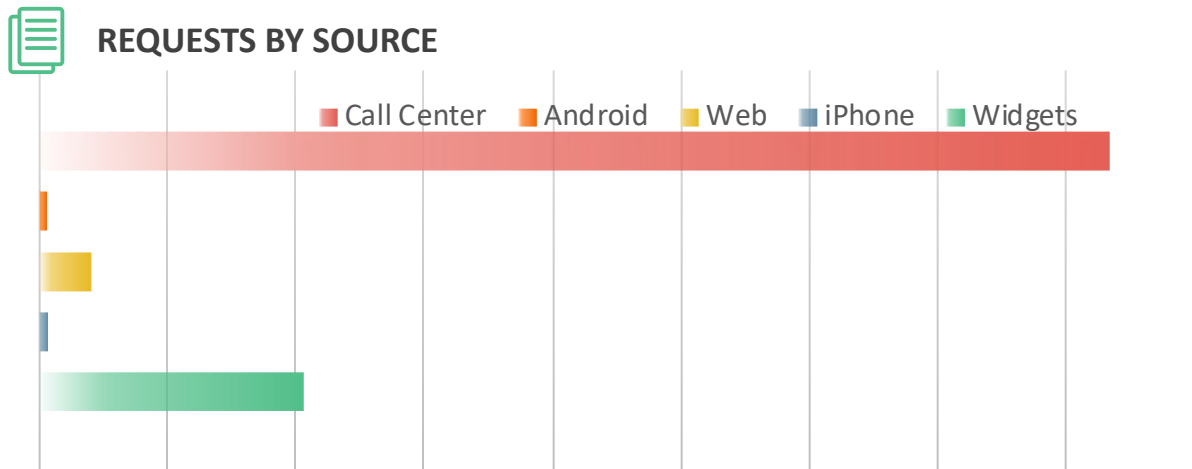
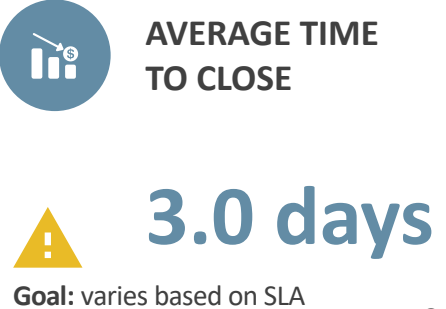
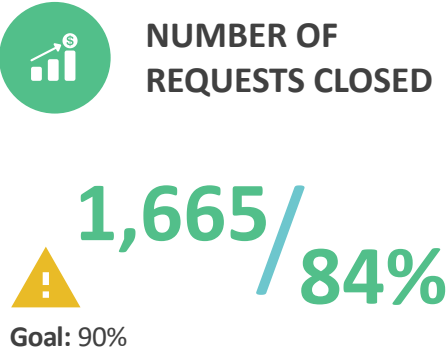


Average time to acknowledge a request is 1.5 days.

Goal: 1 day



# Summary Dashboard | Citywide CRC (June 1 – June 30, 2020)



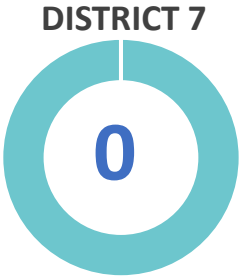
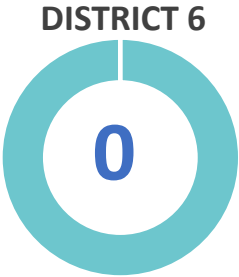
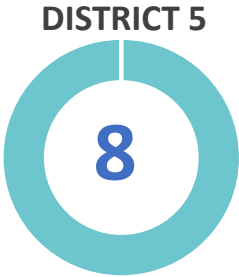
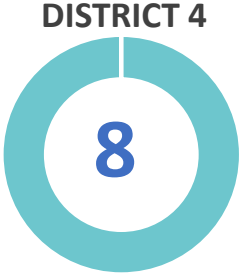
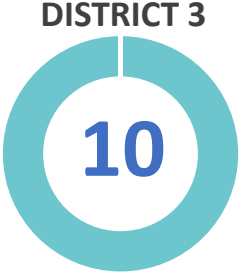
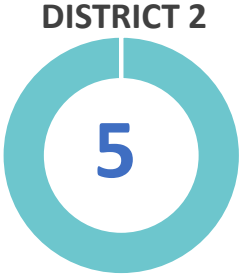
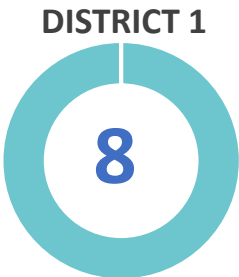
# Dashboard | Airport Noise Complaints *(to date)*



TOTAL NUMBER OF  
REQUESTS

39

| District | # of Requests |
|----------|---------------|
| 1        | 8             |
| 2        | 5             |
| 3        | 10            |
| 4        | 8             |
| 5        | 8             |
| 6        | 0             |
| 7        | 0             |



# Dashboard | Citizen Response Center *(June 1 – June 30, 2020)*



NUMBER OF  
CALLS

1,552



AVERAGE SPEED OF  
ANSWER



Goal: 0:30

1m 35ss



AVERAGE TALK  
TIME



Goal: 3:00

3m 43ss



ABANDONED  
CALL %



Goal: 5%

10%

|                                          | Oct-19  | Nov-19  | Dec-19  | Jan-20  | Feb-20  | Mar-20  | Apr-20  | May-20  | Jun-20 | Jul-20 | Aug-20 | Sep-20 | Rolling 12-<br>Month<br>(April 2019<br>thru -) |
|------------------------------------------|---------|---------|---------|---------|---------|---------|---------|---------|--------|--------|--------|--------|------------------------------------------------|
| Inbound Call Volume                      | 1020    | 1123    | 580     | 1026    | 1070    | 1165    | 1,483   | 1,955   | 1,552  |        |        |        | 14,275                                         |
| Average Calls/Day                        | 32.9    | 37.4    | 18.7    | 33.1    | 36.9    | 37.6    | 49.4    | 63.1    | 51.7   |        |        |        | 39.1                                           |
| Average Speed of<br>Answer<br>(KPI 0:30) | 0:44    | 1:12    | 0:59    | 1:04    | 0:33    | 0:28    | 0:45    | 1:16    | 1:35   |        |        |        | 0:51                                           |
| Average Talk Time (KPI<br>3:00)          | 0:03:45 | 0:03:49 | 0:04:17 | 0:04:10 | 0:03:27 | 3:37:00 | 3:47:00 | 3:37:00 | 3:43   |        |        |        | 0:03:41                                        |
| Short Abandon Calls                      | 22      | 17      | 9       | 39      | 42      | 42      | 61      | 59      | 26     |        |        |        | 380                                            |
| Abandon Calls                            | 73      | 100     | 67      | 111     | 93      | 84      | 142     | 238     | 188    |        |        |        | 1,291                                          |
| Abandon % (KPI 5%)                       | 5%      | 7%      | 10%     | 7%      | 5%      | 4%      | 5%      | 9%      | 10%    |        |        |        | 6.2%                                           |
| Non-Request Calls                        | 181     | 199     | 106     | 222     | 276     | 273     | 320     | 293     | 319    |        |        |        | 2,551                                          |
| Total Requests in SCF                    | 737     | 713     | 389     | 764     | 706     | 788     | 924     | 1362    | 625    |        |        |        | 9,351                                          |

# COSF CRC Report

## District 1

*October 1, 2019 - June 30, 2020*

*Prepared for Councilwoman Rowell by the Office of Programs and Performance*

Requests filtered by that have been created and and filtered to **all categories** within

**DTA:** Days to Acknowledge    **DTC:** Days to Close    **O&O:** Open and Overdue

| Category                                                     | Created      | Ack          | Closed       | DTA        | DTC        | SLA Days | % in SLA   | Overdue    | Open       | O&O       |
|--------------------------------------------------------------|--------------|--------------|--------------|------------|------------|----------|------------|------------|------------|-----------|
| Other                                                        | 208          | 198          | 175          | 0.6        | 18.2       | 0.0      | 0          | 9          | 33         | 4         |
| Property Maintenance (Zone 2)                                | 183          | 157          | 180          | 0.5        | 3.8        | 21.0     | 97%        | 7          | 3          | 3         |
| Right-of-Way Mowing (Roadway Maintenance - Field Operations) | 124          | 95           | 123          | 0.0        | 0.2        | 10.0     | 100%       | 0          | 1          | 1         |
| Building Permits                                             | 97           | 5            | 91           | 17.3       | 31.6       | 2.0      | 41%        | 52         | 6          | 6         |
| Remove / Pick-Up Litter (Field Operations)                   | 80           | 68           | 80           | 0.4        | 2.6        | 10.0     | 90%        | 6          | 0          | 0         |
| Yard Issue (Zone 2)                                          | 69           | 57           | 67           | 0.4        | 4.8        | 21.0     | 93%        | 5          | 2          | 1         |
| Reception Call                                               | 56           | 4            | 51           | 0.8        | 2.0        | 1.0      | 82%        | 8          | 5          | 5         |
| Planning & Zoning (Community & Regulatory Affairs)           | 49           | 2            | 47           | 13.9       | 33.6       | 0.0      | 0          | 0          | 2          | 0         |
| Clean Up Day                                                 | 38           | 34           | 38           | 0.5        | 6.5        | 0.0      | 0          | 4          | 0          | 0         |
| Blighted / Vacant Property (Zone 2)                          | 36           | 27           | 36           | 1.0        | 4.1        | 21.0     | 100%       | 0          | 0          | 0         |
| Construction                                                 | 34           | 33           | 13           | 1.8        | 48.8       | 0.0      | 0          | 1          | 21         | 2         |
| Other                                                        | 32           | 5            | 32           | 25.7       | 14.1       | 0.0      | 0          | 1          | 0          | 0         |
| Illegal Dumping in Right-of-Way (Field Operations)           | 27           | 20           | 27           | 0.0        | 0.8        | 3.0      | 85%        | 0          | 0          | 0         |
| Signal - Other (Traffic Services)                            | 27           | 27           | 27           | 0.0        | 0.6        | 10.0     | 100%       | 0          | 0          | 0         |
| Additional Patrol Request                                    | 25           | 1            | 25           | 1.0        | 2.1        | 1.0      | 44%        | 14         | 0          | 0         |
| Sign - Other Sign Down/Missing (Traffic Services)            | 23           | 22           | 23           | 0.0        | 1.5        | 10.0     | 100%       | 0          | 0          | 0         |
| Pothole (Asphalt Paved Maintenance - Field Operations)       | 22           | 22           | 22           | 0.2        | 2.0        | 3.0      | 82%        | 2          | 0          | 0         |
| Sanitation (Public Works - Field Operations)                 | 20           | 8            | 16           | 0.2        | 4.1        | 0.0      | 0          | 1          | 4          | 0         |
| Sign - Stop/Yield Sign Down/Missing (Traffic Services)       | 19           | 18           | 19           | 0.0        | 0.1        | 1.0      | 100%       | 0          | 0          | 0         |
| Other Regulatory Agencies                                    | 18           | 15           | 16           | 0.0        | 6.7        | 0.0      | 0          | 0          | 2          | 0         |
| Abandoned / Inoperative / Junk Vehicle (Zone 2)              | 16           | 14           | 16           | 0.9        | 2.8        | 21.0     | 100%       | 0          | 0          | 0         |
| Permit / Licensing Issue (Zone 2)                            | 13           | 5            | 13           | 0.7        | 8.5        | 21.0     | 77%        | 3          | 0          | 0         |
| Illegal Dumping on Private Property (Zone 2)                 | 12           | 9            | 8            | 0.7        | 5.8        | 21.0     | 88%        | 2          | 4          | 4         |
| <b>Totals</b>                                                | <b>1,475</b> | <b>1,016</b> | <b>1,346</b> | <b>0.7</b> | <b>9.3</b> | <b>-</b> | <b>85%</b> | <b>141</b> | <b>129</b> | <b>52</b> |



| Category                                                            | Created      | Ack          | Closed       | DTA        | DTC        | SLA Days | % in SLA   | Overdue    | Open       | O&O       |
|---------------------------------------------------------------------|--------------|--------------|--------------|------------|------------|----------|------------|------------|------------|-----------|
| Remove Dead Animals in Right-of-Way (Field Operations)              | 12           | 12           | 12           | 0.0        | 1.1        | 3.0      | 92%        | 0          | 0          | 0         |
| Roadway Maintenance (Field Operations)                              | 12           | 12           | 12           | 0.0        | 3.2        | 10.0     | 92%        | 0          | 0          | 0         |
| Sign - Long Term Repair (Traffic Services)                          | 10           | 10           | 6            | 0.0        | 30.1       | 120.0    | 100%       | 0          | 4          | 0         |
| Traffic Calming Requests (Traffic Services)                         | 10           | 9            | 6            | 4.3        | 21.7       | 120.0    | 100%       | 0          | 4          | 0         |
| Other                                                               | 9            | 5            | 8            | 3.5        | 23.5       | 3.0      | 25%        | 4          | 1          | 1         |
| Illegal Dumping In Roadway (Field Operations)                       | 8            | 7            | 8            | 0.1        | 0.5        | 1.0      | 75%        | 0          | 0          | 0         |
| Business Licenses (Economic Development - Destination South Fulton) | 7            | 0            | 7            | 0.0        | 1.3        | 2.0      | 71%        | 2          | 0          | 0         |
| Live Domestic Animals                                               | 7            | 0            | 6            | 0.0        | 0.0        | 0.0      | 0          | 0          | 1          | 0         |
| Commercial Vehicles in Residential Zones (Zone 2)                   | 7            | 7            | 7            | 0.7        | 2.0        | 21.0     | 100%       | 0          | 0          | 0         |
| Down Tree Removal from Right of Way (Field Operations)              | 7            | 7            | 7            | 0.4        | 1.7        | 3.0      | 100%       | 0          | 0          | 0         |
| High Grass/Weeds in Right-of-Way (Field Operations)                 | 7            | 7            | 7            | 0.3        | 6.1        | 10.0     | 71%        | 0          | 0          | 0         |
| Sign - Preventative Maintenance (Traffic Services)                  | 7            | 7            | 7            | 0.0        | 16.2       | 30.0     | 100%       | 0          | 0          | 0         |
| Signal - Preventative Maintenance (Traffic Services)                | 7            | 7            | 7            | 0.0        | 7.3        | 90.0     | 100%       | 0          | 0          | 0         |
| Damaged Fire Hydrant                                                | 6            | 6            | 6            | 0.9        | 6.5        | 30.0     | 83%        | 1          | 0          | 0         |
| Tree Fallen (Zone 2)                                                | 6            | 0            | 1            | 0.0        | 0.0        | 7.0      | 100%       | 0          | 5          | 5         |
| Remove Dead Animals in Roadway - Large (Field Operations)           | 6            | 6            | 6            | 0.1        | 0.4        | 1.0      | 100%       | 0          | 0          | 0         |
| Streetlights (Outages, New Requests, Repairs, Maintenance)          | 6            | 5            | 4            | 0.0        | 34.0       | 15.0     | 50%        | 1          | 2          | 0         |
| Other                                                               | 5            | 3            | 2            | 1.0        | 8.5        | 0.0      | 0          | 0          | 3          | 0         |
| Fire Apparatus Request (for Community Events)                       | 5            | 2            | 3            | 0.8        | 2.2        | 2.0      | 33%        | 2          | 2          | 2         |
| Open Records Request                                                | 5            | 5            | 4            | 0.3        | 4.9        | 3.0      | 75%        | 2          | 1          | 1         |
| Dead Trees (Zone 2)                                                 | 5            | 0            | 0            | 0.0        | 0.0        | 7.0      | 0          | 0          | 5          | 5         |
| Excessively Barking Dog – Late Night Nuisance (Zone 2)              | 5            | 2            | 5            | 1.6        | 24.7       | 7.0      | 60%        | 3          | 0          | 0         |
| Clogged Inlet (Storm Water Issues - Field Operations)               | 5            | 5            | 5            | 0.0        | 0.8        | 3.0      | 100%       | 0          | 0          | 0         |
| Down Tree Removal from Roadway (Field Operations)                   | 5            | 5            | 5            | 0.0        | 1.3        | 3.0      | 80%        | 1          | 0          | 0         |
| <b>Totals</b>                                                       | <b>1,475</b> | <b>1,016</b> | <b>1,346</b> | <b>0.7</b> | <b>9.3</b> | <b>-</b> | <b>85%</b> | <b>141</b> | <b>129</b> | <b>52</b> |

| Category                                                                                       | Created      | Ack          | Closed       | DTA        | DTC        | SLA Days | % in SLA   | Overdue    | Open       | O&O       |
|------------------------------------------------------------------------------------------------|--------------|--------------|--------------|------------|------------|----------|------------|------------|------------|-----------|
| Remove Dead Animals in Roadway - Small (Field Operations)                                      | 5            | 5            | 5            | 0.5        | 1.9        | 3.0      | 60%        | 0          | 0          | 0         |
| COVID-19 (Coronavirus) Inquiry                                                                 | 4            | 1            | 3            | 2.0        | 5.4        | 0.0      | 0          | 1          | 1          | 0         |
| Outdoor Requests (Other)                                                                       | 4            | 0            | 0            | 0.0        | 0.0        | 3.0      | 0          | 0          | 4          | 3         |
| Trash & Litter or Cleaning Requests - Parks & Rec. Facilities                                  | 4            | 0            | 0            | 0.0        | 0.0        | 2.0      | 0          | 0          | 4          | 4         |
| Clogged Culvert (Drainage Maintenance - Field Operations)                                      | 4            | 3            | 4            | 0.0        | 1.4        | 10.0     | 100%       | 0          | 0          | 0         |
| Signal - In Flash or Dark (Traffic Issues)                                                     | 4            | 4            | 4            | 0.0        | 0.0        | 1.0      | 100%       | 0          | 0          | 0         |
| Sink Holes (Drainage Maintenance - Field Operations)                                           | 4            | 4            | 4            | 0.0        | 9.9        | 10.0     | 25%        | 0          | 0          | 0         |
| GIS (Geographic Information Systems)                                                           | 3            | 0            | 3            | 0.0        | 0.0        | 2.0      | 100%       | 0          | 0          | 0         |
| Live Wild Animals                                                                              | 3            | 0            | 1            | 0.0        | 0.0        | 1.0      | 100%       | 0          | 2          | 2         |
| Curb/Gutter Maintenance (Roadway Maintenance - Field Operations)                               | 3            | 1            | 3            | 28.4       | 9.4        | 30.0     | 100%       | 0          | 0          | 0         |
| Rough Road (Unpaved Road Maintenance - Field Operations)                                       | 3            | 3            | 3            | 0.0        | 0.0        | 10.0     | 100%       | 0          | 0          | 0         |
| Traffic Operations - Other (Traffic Services)                                                  | 3            | 3            | 2            | 0.0        | 15.7       | 30.0     | 50%        | 1          | 1          | 0         |
| Tree Danger/Removal (Roadside Maintenance - Field Operations)                                  | 3            | 2            | 3            | 0.0        | 0.0        | 3.0      | 100%       | 0          | 0          | 0         |
| Tree Hindering Sight Distance (Roadside Maintenance - Field Operations)                        | 3            | 3            | 3            | 0.0        | 6.5        | 10.0     | 67%        | 0          | 0          | 0         |
| Communications & External Affairs                                                              | 2            | 0            | 2            | 0.0        | 20.3       | 2.0      | 0          | 2          | 0          | 0         |
| Land Development (Community and Regulatory Affairs)                                            | 2            | 0            | 2            | 0.0        | 2.7        | 3.0      | 50%        | 1          | 0          | 0         |
| Restroom, Kitchen, Activity, Cardio, Locker Rooms or Water Fountains - Parks & Rec. Facilities | 2            | 0            | 0            | 0.0        | 0.0        | 14.0     | 0          | 0          | 2          | 2         |
| Bridge Maintenance                                                                             | 2            | 2            | 1            | 0.0        | 15.0       | 365.0    | 100%       | 0          | 1          | 0         |
| Deep Patch/Base Repair (Asphalt Paved Maintenance - Field Operations)                          | 2            | 2            | 1            | 2.5        | 14.5       | 30.0     | 100%       | 0          | 1          | 0         |
| Roadside Maintenance (Field Operations)                                                        | 2            | 2            | 2            | 0.0        | 4.8        | 10.0     | 100%       | 0          | 0          | 0         |
| Noise Complaint (Hartsfield-Jackson Atlanta International Airport)                             | 2            | 0            | 2            | 0.0        | 10.2       | 0.0      | 0          | 0          | 0          | 0         |
| Accounts Receivable (Finance & Administrative Services)                                        | 1            | 0            | 1            | 0.0        | 9.2        | 2.0      | 0          | 1          | 0          | 0         |
| Capital Improvement Projects (CIP) - Public Works                                              | 1            | 1            | 1            | 0.0        | 0.0        | 0.0      | 0          | 0          | 0          | 0         |
| City Clerk                                                                                     | 1            | 0            | 1            | 0.0        | 23.4       | 5.0      | 0          | 1          | 0          | 0         |
| <b>Totals</b>                                                                                  | <b>1,475</b> | <b>1,016</b> | <b>1,346</b> | <b>0.7</b> | <b>9.3</b> | <b>-</b> | <b>85%</b> | <b>141</b> | <b>129</b> | <b>52</b> |

| Category                                                                 | Created      | Ack          | Closed       | DTA        | DTC        | SLA Days | % in SLA   | Overdue    | Open       | O&O       |
|--------------------------------------------------------------------------|--------------|--------------|--------------|------------|------------|----------|------------|------------|------------|-----------|
| Municipal Court                                                          | 1            | 0            | 0            | 0.0        | 0.0        | 0.0      | 0          | 0          | 1          | 0         |
| Unlicensed Business Complaint                                            | 1            | 0            | 1            | 0.0        | 1.5        | 5.0      | 100%       | 0          | 0          | 0         |
| Business Inquiry                                                         | 1            | 1            | 1            | 0.2        | 0.2        | 10.0     | 100%       | 0          | 0          | 0         |
| Sprinkler System Review (Businesses Only)                                | 1            | 0            | 1            | 0.0        | 3.5        | 3.0      | 0          | 1          | 0          | 0         |
| Outdoor Equipment Requests                                               | 1            | 0            | 0            | 0.0        | 0.0        | 14.0     | 0          | 0          | 1          | 1         |
| Dead Animal Pickup on Private Property (Zone 2)                          | 1            | 0            | 1            | 0.0        | 23.8       | 7.0      | 0          | 0          | 0          | 0         |
| Permit / Licensing Issue (Zone 4)                                        | 1            | 0            | 1            | 0.0        | 2.2        | 21.0     | 100%       | 0          | 0          | 0         |
| Property Maintenance (Zone 5)                                            | 1            | 1            | 1            | 0.9        | 11.4       | 21.0     | 100%       | 1          | 0          | 0         |
| Curb/Gutter Installation (Roadway Construction - Field Operations)       | 1            | 1            | 1            | 0.0        | 28.8       | 30.0     | 100%       | 0          | 0          | 0         |
| Damaged Inlet/Catch Basin (Storm Water Issues - Field Operations)        | 1            | 1            | 1            | 0.8        | 0.8        | 30.0     | 100%       | 0          | 0          | 0         |
| Roads / Bridges Weight Restrictions Signs Down / Gone (Traffic Services) | 1            | 1            | 1            | 0.0        | 0.0        | 3.0      | 0          | 1          | 0          | 0         |
| <b>Totals</b>                                                            | <b>1,475</b> | <b>1,016</b> | <b>1,346</b> | <b>0.7</b> | <b>9.3</b> | <b>-</b> | <b>85%</b> | <b>141</b> | <b>129</b> | <b>52</b> |

# COSF CRC Report

## District 2

*October 1, 2019 - June 30, 2020*

*Prepared for Mayor Pro Tem Gumbs by the Office of Programs and Performance*

Requests filtered by that have been created and and filtered to **all categories** within

**DTA:** Days to Acknowledge    **DTC:** Days to Close    **O&O:** Open and Overdue

| Category                                                     | Created      | Ack        | Closed     | DTA        | DTC         | SLA Days | % in SLA   | Overdue    | Open       | O&O       |
|--------------------------------------------------------------|--------------|------------|------------|------------|-------------|----------|------------|------------|------------|-----------|
| Other                                                        | 142          | 137        | 119        | 0.5        | 17.1        | 0.0      | 0          | 4          | 23         | 3         |
| Building Permits                                             | 84           | 4          | 73         | 0.9        | 38.9        | 2.0      | 38%        | 45         | 11         | 11        |
| Planning & Zoning (Community & Regulatory Affairs)           | 64           | 1          | 61         | 1.7        | 54.1        | 0.0      | 0          | 0          | 3          | 0         |
| Right-of-Way Mowing (Roadway Maintenance - Field Operations) | 56           | 49         | 56         | 0.0        | 0.0         | 10.0     | 100%       | 0          | 0          | 0         |
| Remove / Pick-Up Litter (Field Operations)                   | 50           | 44         | 50         | 0.0        | 2.1         | 10.0     | 90%        | 2          | 0          | 0         |
| Pothole (Asphalt Paved Maintenance - Field Operations)       | 45           | 45         | 45         | 0.2        | 1.7         | 3.0      | 87%        | 2          | 0          | 0         |
| Property Maintenance (Zone 4)                                | 44           | 36         | 42         | 3.6        | 9.4         | 21.0     | 81%        | 3          | 2          | 2         |
| Construction                                                 | 43           | 37         | 22         | 2.5        | 42.2        | 0.0      | 0          | 0          | 21         | 1         |
| Illegal Dumping in Right-of-Way (Field Operations)           | 35           | 35         | 35         | 0.1        | 1.1         | 3.0      | 89%        | 1          | 0          | 0         |
| Other                                                        | 32           | 0          | 32         | 0.0        | 6.8         | 0.0      | 0          | 0          | 0          | 0         |
| Reception Call                                               | 30           | 1          | 28         | 0.8        | 0.2         | 1.0      | 93%        | 2          | 2          | 2         |
| Sanitation (Public Works - Field Operations)                 | 26           | 10         | 19         | 0.3        | 0.5         | 0.0      | 0          | 0          | 7          | 0         |
| Open Records Request                                         | 25           | 16         | 24         | 0.5        | 12.4        | 3.0      | 46%        | 11         | 1          | 1         |
| Additional Patrol Request                                    | 23           | 5          | 23         | 0.5        | 1.6         | 1.0      | 48%        | 11         | 0          | 0         |
| Abandoned / Inoperative / Junk Vehicle (Zone 4)              | 21           | 16         | 21         | 3.6        | 16.8        | 21.0     | 76%        | 5          | 0          | 0         |
| Sign - Other Sign Down/Missing (Traffic Services)            | 20           | 20         | 20         | 0.0        | 2.3         | 10.0     | 100%       | 0          | 0          | 0         |
| Rough Road (Unpaved Road Maintenance - Field Operations)     | 15           | 14         | 14         | 0.0        | 0.0         | 10.0     | 100%       | 0          | 1          | 1         |
| Signal - Other (Traffic Services)                            | 15           | 15         | 15         | 0.0        | 0.8         | 10.0     | 100%       | 0          | 0          | 0         |
| Clean Up Day                                                 | 14           | 14         | 14         | 0.0        | 7.3         | 0.0      | 0          | 0          | 0          | 0         |
| Signal - Preventative Maintenance (Traffic Services)         | 14           | 12         | 14         | 0.0        | 8.2         | 90.0     | 100%       | 0          | 0          | 0         |
| Yard Issue (Zone 4)                                          | 13           | 9          | 12         | 4.0        | 9.6         | 21.0     | 92%        | 0          | 1          | 1         |
| Remove Dead Animals in Right-of-Way (Field Operations)       | 13           | 13         | 13         | 0.0        | 1.8         | 3.0      | 92%        | 0          | 0          | 0         |
| Sign - Stop/Yield Sign Down/Missing (Traffic Services)       | 13           | 13         | 13         | 0.0        | 0.2         | 1.0      | 92%        | 0          | 0          | 0         |
| <b>Totals</b>                                                | <b>1,072</b> | <b>715</b> | <b>970</b> | <b>1.0</b> | <b>13.1</b> | <b>-</b> | <b>81%</b> | <b>110</b> | <b>102</b> | <b>36</b> |

| Category                                                                | Created | Ack | Closed | DTA | DTC  | SLA Days | % in SLA | Overdue | Open | O&O |
|-------------------------------------------------------------------------|---------|-----|--------|-----|------|----------|----------|---------|------|-----|
| Illegal Dumping on Private Property (Zone 4)                            | 12      | 11  | 11     | 5.7 | 13.5 | 21.0     | 73%      | 3       | 1    | 0   |
| Down Tree Removal from Right of Way (Field Operations)                  | 12      | 10  | 12     | 0.0 | 0.2  | 3.0      | 100%     | 0       | 0    | 0   |
| Signal - In Flash or Dark (Traffic Issues)                              | 12      | 12  | 12     | 0.0 | 0.0  | 1.0      | 100%     | 0       | 0    | 0   |
| Blighted / Vacant Property (Zone 4)                                     | 11      | 8   | 11     | 5.2 | 9.7  | 21.0     | 91%      | 1       | 0    | 0   |
| Sign - Long Term Repair (Traffic Services)                              | 11      | 11  | 7      | 0.0 | 18.5 | 120.0    | 100%     | 0       | 4    | 0   |
| Permit / Licensing Issue (Zone 4)                                       | 9       | 6   | 9      | 2.8 | 6.9  | 21.0     | 100%     | 0       | 0    | 0   |
| Other                                                                   | 7       | 2   | 7      | 1.5 | 11.0 | 3.0      | 43%      | 1       | 0    | 0   |
| Deep Patch/Base Repair (Asphalt Paved Maintenance - Field Operations)   | 7       | 7   | 5      | 0.6 | 22.7 | 30.0     | 60%      | 0       | 2    | 0   |
| Tree Danger/Removal (Roadside Maintenance - Field Operations)           | 7       | 6   | 7      | 3.0 | 7.4  | 3.0      | 71%      | 1       | 0    | 0   |
| Business Licenses (Economic Development - Destination South Fulton)     | 6       | 0   | 6      | 0.0 | 0.1  | 2.0      | 100%     | 0       | 0    | 0   |
| Remove Dead Animals in Roadway - Large (Field Operations)               | 6       | 5   | 6      | 0.0 | 0.1  | 1.0      | 100%     | 0       | 0    | 0   |
| Roadside Maintenance (Field Operations)                                 | 6       | 5   | 6      | 0.1 | 1.8  | 10.0     | 100%     | 0       | 0    | 0   |
| Tree Hindering Sight Distance (Roadside Maintenance - Field Operations) | 6       | 5   | 6      | 0.0 | 5.6  | 10.0     | 83%      | 1       | 0    | 0   |
| Live Domestic Animals                                                   | 5       | 0   | 4      | 0.0 | 0.0  | 0.0      | 0        | 0       | 1    | 0   |
| Damaged Fire Hydrant                                                    | 5       | 5   | 5      | 1.2 | 1.6  | 30.0     | 100%     | 0       | 0    | 0   |
| Yard Issue (Zone 2)                                                     | 5       | 4   | 5      | 0.7 | 7.0  | 21.0     | 100%     | 2       | 0    | 0   |
| Commercial Vehicles in Residential Zones (Zone 4)                       | 5       | 4   | 5      | 1.5 | 11.2 | 21.0     | 80%      | 1       | 0    | 0   |
| Other Regulatory Agencies                                               | 5       | 5   | 5      | 0.0 | 2.8  | 0.0      | 0        | 0       | 0    | 0   |
| Remove Dead Animals in Roadway - Small (Field Operations)               | 5       | 5   | 5      | 0.0 | 1.4  | 3.0      | 60%      | 1       | 0    | 0   |
| Sign - Preventative Maintenance (Traffic Services)                      | 5       | 5   | 5      | 0.0 | 16.3 | 30.0     | 100%     | 0       | 0    | 0   |
| Streetlights (Outages, New Requests, Repairs, Maintenance)              | 5       | 1   | 4      | 0.0 | 29.6 | 15.0     | 0        | 3       | 1    | 0   |
| Capital Improvement Projects (CIP) - Public Works                       | 4       | 2   | 1      | 1.4 | 1.1  | 0.0      | 0        | 0       | 3    | 0   |
| Trash & Litter or Cleaning Requests - Parks & Rec. Facilities           | 4       | 0   | 0      | 0.0 | 0.0  | 2.0      | 0        | 0       | 4    | 4   |
| Property Maintenance (Zone 2)                                           | 4       | 4   | 4      | 0.5 | 3.5  | 21.0     | 100%     | 1       | 0    | 0   |

|               |              |            |            |            |             |          |            |            |            |           |
|---------------|--------------|------------|------------|------------|-------------|----------|------------|------------|------------|-----------|
| <b>Totals</b> | <b>1,072</b> | <b>715</b> | <b>970</b> | <b>1.0</b> | <b>13.1</b> | <b>-</b> | <b>81%</b> | <b>110</b> | <b>102</b> | <b>36</b> |
|---------------|--------------|------------|------------|------------|-------------|----------|------------|------------|------------|-----------|

| Category                                                 | Created      | Ack        | Closed     | DTA        | DTC         | SLA Days | % in SLA   | Overdue    | Open       | O&O       |
|----------------------------------------------------------|--------------|------------|------------|------------|-------------|----------|------------|------------|------------|-----------|
| Excessively Barking Dog – Late Night Nuisance (Zone 4)   | 4            | 2          | 4          | 1.0        | 4.4         | 7.0      | 75%        | 1          | 0          | 0         |
| Signal - Long Term Repair (Traffic Services)             | 4            | 3          | 4          | 0.0        | 46.4        | 120.0    | 100%       | 0          | 0          | 0         |
| Unlicensed Business Complaint                            | 3            | 2          | 3          | 15.1       | 20.6        | 5.0      | 0          | 2          | 0          | 0         |
| Other                                                    | 3            | 1          | 3          | 0.3        | 28.3        | 0.0      | 0          | 0          | 0          | 0         |
| Permit / Licensing Issue (Zone 2)                        | 3            | 3          | 3          | 7.2        | 16.5        | 21.0     | 67%        | 2          | 0          | 0         |
| Dead Trees (Zone 4)                                      | 3            | 1          | 1          | 0.6        | 4.6         | 7.0      | 100%       | 0          | 2          | 2         |
| Tree Fallen (Zone 4)                                     | 3            | 0          | 0          | 0.0        | 0.0         | 7.0      | 0          | 0          | 3          | 3         |
| Clogged Inlet (Storm Water Issues - Field Operations)    | 3            | 3          | 3          | 0.0        | 0.0         | 3.0      | 100%       | 0          | 0          | 0         |
| Down Tree Removal from Roadway (Field Operations)        | 3            | 3          | 3          | 0.0        | 1.2         | 3.0      | 67%        | 0          | 0          | 0         |
| Illegal Dumping In Roadway (Field Operations)            | 3            | 2          | 2          | 0.0        | 4.3         | 1.0      | 50%        | 1          | 1          | 1         |
| Traffic Calming Requests (Traffic Services)              | 3            | 3          | 0          | 12.1       | 0.0         | 120.0    | 0          | 0          | 3          | 0         |
| Communications & External Affairs                        | 2            | 0          | 0          | 0.0        | 0.0         | 2.0      | 0          | 0          | 2          | 2         |
| GIS (Geographic Information Systems)                     | 2            | 0          | 2          | 0.0        | 0.0         | 2.0      | 100%       | 0          | 0          | 0         |
| Abandoned / Inoperative / Junk Vehicle (Zone 2)          | 2            | 2          | 1          | 1.0        | 1.5         | 21.0     | 100%       | 0          | 1          | 1         |
| Illegal Dumping on Private Property (Zone 2)             | 2            | 2          | 2          | 0.2        | 4.1         | 21.0     | 100%       | 0          | 0          | 0         |
| Commercial Vehicles in Residential Zones (Zone 2)        | 2            | 1          | 2          | 1.7        | 1.7         | 21.0     | 100%       | 0          | 0          | 0         |
| Bridge Maintenance                                       | 2            | 2          | 2          | 0.1        | 19.8        | 365.0    | 100%       | 0          | 0          | 0         |
| Manhole Covers (Roadside Maintenance - Field Operations) | 2            | 2          | 2          | 0.5        | 2.0         | 3.0      | 100%       | 0          | 0          | 0         |
| Special Projects (Field Operations)                      | 2            | 2          | 2          | 0.0        | 0.0         | 30.0     | 100%       | 0          | 0          | 0         |
| Traffic Operations - Other (Traffic Services)            | 2            | 2          | 2          | 0.0        | 3.4         | 30.0     | 100%       | 0          | 0          | 0         |
| City Manager                                             | 1            | 0          | 1          | 0.0        | 0.3         | 2.0      | 100%       | 0          | 0          | 0         |
| Land Development (Community and Regulatory Affairs)      | 1            | 0          | 0          | 0.0        | 0.0         | 3.0      | 0          | 0          | 1          | 1         |
| Live Wild Animals                                        | 1            | 0          | 1          | 0.0        | 0.0         | 1.0      | 100%       | 0          | 0          | 0         |
| Municipal Court                                          | 1            | 0          | 1          | 0.0        | 0.1         | 0.0      | 0          | 0          | 0          | 0         |
| Sprinkler System Review (Businesses Only)                | 1            | 0          | 1          | 0.0        | 5.0         | 3.0      | 0          | 1          | 0          | 0         |
| <b>Totals</b>                                            | <b>1,072</b> | <b>715</b> | <b>970</b> | <b>1.0</b> | <b>13.1</b> | <b>-</b> | <b>81%</b> | <b>110</b> | <b>102</b> | <b>36</b> |

| Category                                                              | Created      | Ack        | Closed     | DTA        | DTC         | SLA Days | % in SLA   | Overdue    | Open       | O&O       |
|-----------------------------------------------------------------------|--------------|------------|------------|------------|-------------|----------|------------|------------|------------|-----------|
| Weight, Gymnasium, Pool or Walking Track - Parks & Rec. Facilities    | 1            | 0          | 0          | 0.0        | 0.0         | 21.0     | 0          | 0          | 1          | 0         |
| Blighted / Vacant Property (Zone 2)                                   | 1            | 1          | 1          | 0.7        | 5.2         | 21.0     | 100%       | 0          | 0          | 0         |
| Dead Animal Pickup on Private Property (Zone 2)                       | 1            | 0          | 1          | 0.0        | 5.0         | 7.0      | 100%       | 0          | 0          | 0         |
| Dead Animal Pickup on Private Property (Zone 4)                       | 1            | 1          | 1          | 11.3       | 40.0        | 7.0      | 0          | 1          | 0          | 0         |
| Yard Issue (Zone 5)                                                   | 1            | 1          | 1          | 0.7        | 6.9         | 21.0     | 100%       | 0          | 0          | 0         |
| Cross Drain Maintenance (Unpaved Road Maintenance - Field Operations) | 1            | 1          | 1          | 0.1        | 30.1        | 30.0     | 0          | 0          | 0          | 0         |
| Curb/Gutter Maintenance (Roadway Maintenance - Field Operations)      | 1            | 1          | 1          | 0.0        | 0.3         | 30.0     | 100%       | 0          | 0          | 0         |
| Damaged Inlet/Catch Basin (Storm Water Issues - Field Operations)     | 1            | 1          | 1          | 0.0        | 0.0         | 30.0     | 100%       | 0          | 0          | 0         |
| High Grass/Weeds in Right-of-Way (Field Operations)                   | 1            | 1          | 1          | 0.0        | 0.0         | 10.0     | 100%       | 0          | 0          | 0         |
| Roadway Maintenance (Field Operations)                                | 1            | 1          | 1          | 0.0        | 0.1         | 10.0     | 100%       | 0          | 0          | 0         |
| Sidewalk Cracking / Broken (Field Operations)                         | 1            | 1          | 1          | 0.0        | 0.7         | 10.0     | 100%       | 0          | 0          | 0         |
| Sink Holes (Drainage Maintenance - Field Operations)                  | 1            | 1          | 1          | 0.3        | 45.7        | 10.0     | 0          | 1          | 0          | 0         |
| Noise Complaint (Hartsfield-Jackson Atlanta International Airport)    | 1            | 0          | 1          | 0.0        | 1.0         | 0.0      | 0          | 0          | 0          | 0         |
| <b>Totals</b>                                                         | <b>1,072</b> | <b>715</b> | <b>970</b> | <b>1.0</b> | <b>13.1</b> | <b>-</b> | <b>81%</b> | <b>110</b> | <b>102</b> | <b>36</b> |



# COSF CRC Report

## District 3

*October 1, 2019 - June 30, 2020*

*Prepared for Councilwoman Willis by the Office of Programs and Performance*

Requests filtered by that have been created and and filtered to **all categories** within

**DTA:** Days to Acknowledge    **DTC:** Days to Close    **O&O:** Open and Overdue

| Category                                                     | Created      | Ack          | Closed       | DTA        | DTC        | SLA Days | % in SLA   | Overdue    | Open       | O&O       |
|--------------------------------------------------------------|--------------|--------------|--------------|------------|------------|----------|------------|------------|------------|-----------|
| Other                                                        | 237          | 224          | 206          | 1.2        | 15.0       | 0.0      | 0          | 9          | 31         | 3         |
| Right-of-Way Mowing (Roadway Maintenance - Field Operations) | 110          | 93           | 109          | 0.0        | 0.0        | 10.0     | 100%       | 0          | 1          | 1         |
| Remove / Pick-Up Litter (Field Operations)                   | 95           | 86           | 93           | 0.1        | 1.6        | 10.0     | 96%        | 2          | 2          | 2         |
| Illegal Dumping in Right-of-Way (Field Operations)           | 78           | 77           | 78           | 0.1        | 1.7        | 3.0      | 90%        | 2          | 0          | 0         |
| Building Permits                                             | 71           | 5            | 68           | 20.6       | 35.2       | 2.0      | 46%        | 36         | 3          | 3         |
| Reception Call                                               | 70           | 4            | 67           | 5.2        | 0.5        | 1.0      | 88%        | 8          | 3          | 3         |
| Planning & Zoning (Community & Regulatory Affairs)           | 64           | 0            | 63           | 0.0        | 41.6       | 0.0      | 0          | 0          | 1          | 0         |
| Pothole (Asphalt Paved Maintenance - Field Operations)       | 58           | 54           | 58           | 0.2        | 2.0        | 3.0      | 76%        | 4          | 0          | 0         |
| Property Maintenance (Zone 6)                                | 49           | 46           | 47           | 0.6        | 7.0        | 21.0     | 91%        | 5          | 2          | 1         |
| Construction                                                 | 44           | 44           | 23           | 3.8        | 24.3       | 0.0      | 0          | 0          | 21         | 1         |
| Sanitation (Public Works - Field Operations)                 | 32           | 14           | 29           | 0.1        | 2.7        | 0.0      | 0          | 1          | 3          | 0         |
| Additional Patrol Request                                    | 31           | 7            | 31           | 1.0        | 1.8        | 1.0      | 45%        | 15         | 0          | 0         |
| Clean Up Day                                                 | 29           | 26           | 29           | 0.0        | 7.1        | 0.0      | 0          | 1          | 0          | 0         |
| Sign - Stop/Yield Sign Down/Missing (Traffic Services)       | 28           | 26           | 28           | 0.0        | 0.0        | 1.0      | 100%       | 0          | 0          | 0         |
| Other                                                        | 24           | 3            | 24           | 2.7        | 5.3        | 0.0      | 0          | 0          | 0          | 0         |
| Illegal Dumping on Private Property (Zone 4)                 | 24           | 15           | 21           | 1.5        | 7.3        | 21.0     | 95%        | 1          | 3          | 2         |
| Property Maintenance (Zone 4)                                | 24           | 19           | 22           | 2.2        | 7.7        | 21.0     | 100%       | 0          | 2          | 2         |
| High Grass/Weeds in Right-of-Way (Field Operations)          | 23           | 19           | 23           | 2.4        | 2.8        | 10.0     | 100%       | 0          | 0          | 0         |
| Sign - Other Sign Down/Missing (Traffic Services)            | 23           | 22           | 23           | 0.0        | 2.2        | 10.0     | 100%       | 0          | 0          | 0         |
| Remove Dead Animals in Right-of-Way (Field Operations)       | 19           | 19           | 19           | 0.0        | 1.9        | 3.0      | 95%        | 0          | 0          | 0         |
| Yard Issue (Zone 6)                                          | 17           | 17           | 16           | 1.8        | 11.1       | 21.0     | 81%        | 3          | 1          | 1         |
| Other Regulatory Agencies                                    | 17           | 14           | 15           | 0.9        | 14.7       | 0.0      | 0          | 0          | 2          | 0         |
| Abandoned / Inoperative / Junk Vehicle (Zone 6)              | 16           | 15           | 16           | 2.3        | 24.1       | 21.0     | 75%        | 4          | 0          | 0         |
| <b>Totals</b>                                                | <b>1,518</b> | <b>1,090</b> | <b>1,409</b> | <b>1.1</b> | <b>9.8</b> | <b>-</b> | <b>86%</b> | <b>124</b> | <b>109</b> | <b>40</b> |

| Category                                                      | Created      | Ack          | Closed       | DTA        | DTC        | SLA Days | % in SLA   | Overdue    | Open       | O&O       |
|---------------------------------------------------------------|--------------|--------------|--------------|------------|------------|----------|------------|------------|------------|-----------|
| Signal - Other (Traffic Services)                             | 16           | 16           | 16           | 0.3        | 0.8        | 10.0     | 100%       | 0          | 0          | 0         |
| Abandoned / Inoperative / Junk Vehicle (Zone 4)               | 14           | 10           | 14           | 4.6        | 9.5        | 21.0     | 86%        | 2          | 0          | 0         |
| Yard Issue (Zone 4)                                           | 14           | 12           | 14           | 2.7        | 8.9        | 21.0     | 93%        | 1          | 0          | 0         |
| Illegal Dumping on Private Property (Zone 6)                  | 12           | 11           | 11           | 0.3        | 7.8        | 21.0     | 100%       | 0          | 1          | 0         |
| Down Tree Removal from Right of Way (Field Operations)        | 12           | 10           | 12           | 0.0        | 1.2        | 3.0      | 100%       | 0          | 0          | 0         |
| Rough Road (Unpaved Road Maintenance - Field Operations)      | 12           | 9            | 12           | 0.0        | 0.8        | 10.0     | 100%       | 0          | 0          | 0         |
| Blighted / Vacant Property (Zone 4)                           | 11           | 8            | 11           | 2.6        | 6.9        | 21.0     | 100%       | 0          | 0          | 0         |
| Property Maintenance (Zone 5)                                 | 11           | 8            | 10           | 0.7        | 4.4        | 21.0     | 90%        | 0          | 1          | 1         |
| Remove Dead Animals in Roadway - Large (Field Operations)     | 11           | 10           | 11           | 0.0        | 0.2        | 1.0      | 100%       | 0          | 0          | 0         |
| Blighted / Vacant Property (Zone 6)                           | 10           | 8            | 10           | 1.2        | 5.2        | 21.0     | 100%       | 0          | 0          | 0         |
| Signal - In Flash or Dark (Traffic Issues)                    | 10           | 10           | 10           | 0.0        | 0.0        | 1.0      | 100%       | 0          | 0          | 0         |
| Live Domestic Animals                                         | 9            | 0            | 5            | 0.0        | 0.0        | 0.0      | 0          | 0          | 4          | 0         |
| Other                                                         | 9            | 3            | 9            | 0.0        | 2.1        | 3.0      | 67%        | 2          | 0          | 0         |
| Sign - Long Term Repair (Traffic Services)                    | 9            | 9            | 7            | 0.0        | 43.3       | 120.0    | 100%       | 0          | 2          | 0         |
| Sign - Preventative Maintenance (Traffic Services)            | 8            | 8            | 8            | 0.1        | 15.9       | 30.0     | 100%       | 0          | 0          | 0         |
| Signal - Preventative Maintenance (Traffic Services)          | 8            | 8            | 8            | 0.0        | 19.9       | 90.0     | 100%       | 0          | 0          | 0         |
| Clogged Inlet (Storm Water Issues - Field Operations)         | 7            | 7            | 7            | 0.1        | 1.4        | 3.0      | 71%        | 0          | 0          | 0         |
| Down Tree Removal from Roadway (Field Operations)             | 7            | 7            | 7            | 0.3        | 0.5        | 3.0      | 86%        | 0          | 0          | 0         |
| Illegal Dumping In Roadway (Field Operations)                 | 7            | 7            | 7            | 0.0        | 0.6        | 1.0      | 71%        | 0          | 0          | 0         |
| Outdoor Requests (Other)                                      | 5            | 2            | 4            | 21.9       | 88.0       | 3.0      | 0          | 4          | 1          | 1         |
| Dead Animal Pickup on Private Property (Zone 4)               | 5            | 3            | 5            | 5.8        | 6.6        | 7.0      | 60%        | 2          | 0          | 0         |
| Tree Fallen (Zone 6)                                          | 5            | 1            | 1            | 2.0        | 7.1        | 7.0      | 0          | 1          | 4          | 4         |
| Other                                                         | 4            | 3            | 4            | 0.4        | 6.4        | 0.0      | 0          | 1          | 0          | 0         |
| Open Records Request                                          | 4            | 4            | 4            | 1.2        | 6.3        | 3.0      | 25%        | 2          | 0          | 0         |
| Trash & Litter or Cleaning Requests - Parks & Rec. Facilities | 4            | 0            | 0            | 0.0        | 0.0        | 2.0      | 0          | 0          | 4          | 4         |
| <b>Totals</b>                                                 | <b>1,518</b> | <b>1,090</b> | <b>1,409</b> | <b>1.1</b> | <b>9.8</b> | <b>-</b> | <b>86%</b> | <b>124</b> | <b>109</b> | <b>40</b> |

| Category                                                              | Created      | Ack          | Closed       | DTA        | DTC        | SLA Days | % in SLA   | Overdue    | Open       | O&O       |
|-----------------------------------------------------------------------|--------------|--------------|--------------|------------|------------|----------|------------|------------|------------|-----------|
| Commercial Vehicles in Residential Zones (Zone 4)                     | 4            | 2            | 4            | 2.0        | 10.8       | 21.0     | 75%        | 1          | 0          | 0         |
| Excessively Barking Dog – Late Night Nuisance (Zone 5)                | 4            | 1            | 4            | 0.1        | 32.0       | 7.0      | 50%        | 2          | 0          | 0         |
| Curb/Gutter Maintenance (Roadway Maintenance - Field Operations)      | 4            | 1            | 4            | 0.0        | 0.1        | 30.0     | 100%       | 0          | 0          | 0         |
| Roadside Maintenance (Field Operations)                               | 4            | 3            | 4            | 0.0        | 0.0        | 10.0     | 100%       | 0          | 0          | 0         |
| Signal - Long Term Repair (Traffic Services)                          | 4            | 3            | 4            | 0.0        | 33.3       | 120.0    | 100%       | 0          | 0          | 0         |
| Street Flooding (Drainage Maintenance - Field Operations)             | 4            | 2            | 4            | 0.0        | 0.3        | 1.0      | 75%        | 0          | 0          | 0         |
| Municipal Court                                                       | 3            | 1            | 2            | 135.4      | 71.0       | 0.0      | 0          | 0          | 1          | 0         |
| Damaged Fire Hydrant                                                  | 3            | 3            | 3            | 0.7        | 2.1        | 30.0     | 100%       | 0          | 0          | 0         |
| Abandoned / Inoperative / Junk Vehicle (Zone 5)                       | 3            | 3            | 3            | 0.2        | 1.1        | 21.0     | 100%       | 0          | 0          | 0         |
| Yard Issue (Zone 5)                                                   | 3            | 3            | 3            | 1.1        | 1.4        | 21.0     | 100%       | 0          | 0          | 0         |
| Commercial Vehicles in Residential Zones (Zone 5)                     | 3            | 2            | 3            | 0.1        | 0.4        | 21.0     | 100%       | 0          | 0          | 0         |
| Deep Patch/Base Repair (Asphalt Paved Maintenance - Field Operations) | 3            | 2            | 3            | 0.1        | 10.9       | 30.0     | 100%       | 0          | 0          | 0         |
| Roadway Maintenance (Field Operations)                                | 3            | 2            | 2            | 0.6        | 2.6        | 10.0     | 100%       | 0          | 1          | 1         |
| Traffic Calming Requests (Traffic Services)                           | 3            | 3            | 1            | 1.4        | 12.6       | 120.0    | 100%       | 0          | 2          | 0         |
| Traffic Operations - Other (Traffic Services)                         | 3            | 3            | 2            | 0.0        | 0.0        | 30.0     | 100%       | 0          | 1          | 0         |
| Tree Danger/Removal (Roadside Maintenance - Field Operations)         | 3            | 3            | 3            | 0.0        | 0.7        | 3.0      | 100%       | 0          | 0          | 0         |
| Business Licenses (Economic Development - Destination South Fulton)   | 2            | 0            | 2            | 0.0        | 0.0        | 2.0      | 100%       | 0          | 0          | 0         |
| Land Development (Community and Regulatory Affairs)                   | 2            | 0            | 0            | 0.0        | 0.0        | 3.0      | 0          | 0          | 2          | 2         |
| Live Wild Animals                                                     | 2            | 0            | 1            | 0.0        | 0.0        | 1.0      | 100%       | 0          | 1          | 1         |
| Unlicensed Business Complaint                                         | 2            | 1            | 2            | 0.0        | 12.1       | 5.0      | 50%        | 1          | 0          | 0         |
| Trespassing                                                           | 2            | 0            | 2            | 0.0        | 26.3       | 1.0      | 0          | 2          | 0          | 0         |
| Illegal Dumping on Private Property (Zone 2)                          | 2            | 1            | 2            | 0.0        | 20.1       | 21.0     | 50%        | 0          | 0          | 0         |
| Excessively Barking Dog – Late Night Nuisance (Zone 4)                | 2            | 2            | 2            | 0.6        | 7.4        | 7.0      | 50%        | 1          | 0          | 0         |
| Tree Fallen (Zone 4)                                                  | 2            | 0            | 0            | 0.0        | 0.0        | 7.0      | 0          | 0          | 2          | 2         |
| <b>Totals</b>                                                         | <b>1,518</b> | <b>1,090</b> | <b>1,409</b> | <b>1.1</b> | <b>9.8</b> | <b>-</b> | <b>86%</b> | <b>124</b> | <b>109</b> | <b>40</b> |

| Category                                                           | Created      | Ack          | Closed       | DTA        | DTC        | SLA Days | % in SLA   | Overdue    | Open       | O&O       |
|--------------------------------------------------------------------|--------------|--------------|--------------|------------|------------|----------|------------|------------|------------|-----------|
| Tree Fallen (Zone 5)                                               | 2            | 1            | 0            | 12.1       | 0.0        | 7.0      | 0          | 0          | 2          | 2         |
| Dead Trees (Zone 6)                                                | 2            | 0            | 1            | 0.0        | 13.1       | 7.0      | 0          | 1          | 1          | 1         |
| Dead Animal Pickup on Private Property (Zone 6)                    | 2            | 2            | 2            | 1.4        | 29.1       | 7.0      | 0          | 2          | 0          | 0         |
| Permit / Licensing Issue (Zone 6)                                  | 2            | 1            | 2            | 1.5        | 37.3       | 21.0     | 50%        | 1          | 0          | 0         |
| Commercial Vehicles in Residential Zones (Zone 6)                  | 2            | 2            | 2            | 0.2        | 4.3        | 21.0     | 100%       | 0          | 0          | 0         |
| Property Maintenance (Zone 12)                                     | 2            | 2            | 2            | 0.0        | 3.1        | 21.0     | 100%       | 0          | 0          | 0         |
| Yard Issue (Zone 12)                                               | 2            | 2            | 2            | 12.5       | 23.8       | 21.0     | 50%        | 1          | 0          | 0         |
| Clogged Culvert (Drainage Maintenance - Field Operations)          | 2            | 1            | 2            | 0.0        | 0.1        | 10.0     | 100%       | 0          | 0          | 0         |
| Remove Dead Animals in Roadway - Small (Field Operations)          | 2            | 2            | 2            | 0.0        | 2.7        | 3.0      | 50%        | 0          | 0          | 0         |
| Sink Holes (Drainage Maintenance - Field Operations)               | 2            | 2            | 2            | 0.4        | 5.2        | 10.0     | 50%        | 0          | 0          | 0         |
| Noise Complaint (Hartsfield-Jackson Atlanta International Airport) | 2            | 0            | 2            | 0.0        | 4.5        | 0.0      | 0          | 0          | 0          | 0         |
| Capital Improvement Projects (CIP) - Public Works                  | 1            | 1            | 0            | 0.0        | 0.0        | 0.0      | 0          | 0          | 1          | 0         |
| City Manager                                                       | 1            | 0            | 1            | 0.0        | 5.8        | 2.0      | 0          | 1          | 0          | 0         |
| GIS (Geographic Information Systems)                               | 1            | 0            | 1            | 0.0        | 0.0        | 2.0      | 100%       | 0          | 0          | 0         |
| Fire Apparatus Request (for Community Events)                      | 1            | 0            | 1            | 0.0        | 6.0        | 2.0      | 0          | 1          | 0          | 0         |
| Outdoor Equipment Requests                                         | 1            | 0            | 0            | 0.0        | 0.0        | 14.0     | 0          | 0          | 1          | 1         |
| Permit / Licensing Issue (Zone 2)                                  | 1            | 0            | 1            | 0.0        | 25.2       | 21.0     | 0          | 1          | 0          | 0         |
| Dead Trees (Zone 4)                                                | 1            | 0            | 0            | 0.0        | 0.0        | 7.0      | 0          | 0          | 1          | 1         |
| Permit / Licensing Issue (Zone 4)                                  | 1            | 1            | 1            | 4.5        | 25.0       | 21.0     | 0          | 1          | 0          | 0         |
| Illegal Dumping on Private Property (Zone 5)                       | 1            | 1            | 1            | 3.1        | 6.5        | 21.0     | 100%       | 0          | 0          | 0         |
| Dead Animal Pickup on Private Property (Zone 5)                    | 1            | 0            | 1            | 0.0        | 32.0       | 7.0      | 0          | 1          | 0          | 0         |
| Excessively Barking Dog – Late Night Nuisance (Zone 6)             | 1            | 1            | 1            | 0.0        | 3.0        | 7.0      | 100%       | 0          | 0          | 0         |
| Abandoned / Inoperative / Junk Vehicle (Zone 12)                   | 1            | 1            | 1            | 3.0        | 24.6       | 21.0     | 0          | 1          | 0          | 0         |
| Illegal Dumping on Private Property (Zone 12)                      | 1            | 1            | 1            | 0.9        | 11.5       | 21.0     | 100%       | 0          | 0          | 0         |
| Permit / Licensing Issue (Zone 12)                                 | 1            | 1            | 1            | 2.9        | 3.7        | 21.0     | 100%       | 0          | 0          | 0         |
| <b>Totals</b>                                                      | <b>1,518</b> | <b>1,090</b> | <b>1,409</b> | <b>1.1</b> | <b>9.8</b> | <b>-</b> | <b>86%</b> | <b>124</b> | <b>109</b> | <b>40</b> |

| Category                                                                 | Created      | Ack          | Closed       | DTA        | DTC        | SLA Days | % in SLA   | Overdue    | Open       | O&O       |
|--------------------------------------------------------------------------|--------------|--------------|--------------|------------|------------|----------|------------|------------|------------|-----------|
| Damaged Curb (Roadway Maintenance - Field Operations)                    | 1            | 1            | 1            | 0.0        | 9.0        | 10.0     | 100%       | 0          | 0          | 0         |
| Damaged Guard Rail (Roadway Construction - Field Operations)             | 1            | 1            | 1            | 0.0        | 0.3        | 30.0     | 100%       | 0          | 0          | 0         |
| Roads / Bridges Weight Restrictions Signs Down / Gone (Traffic Services) | 1            | 1            | 1            | 0.0        | 0.0        | 3.0      | 100%       | 0          | 0          | 0         |
| Streetlights (Outages, New Requests, Repairs, Maintenance)               | 1            | 0            | 0            | 0.0        | 0.0        | 15.0     | 0          | 0          | 1          | 0         |
| Tree Hindering Sight Distance (Roadside Maintenance - Field Operations)  | 1            | 1            | 1            | 0.0        | 0.1        | 10.0     | 100%       | 0          | 0          | 0         |
| <b>Totals</b>                                                            | <b>1,518</b> | <b>1,090</b> | <b>1,409</b> | <b>1.1</b> | <b>9.8</b> | <b>-</b> | <b>86%</b> | <b>124</b> | <b>109</b> | <b>40</b> |

# COSF CRC Report

## District 4

*October 1, 2019 - June 30, 2020*

*Prepared for Councilwoman Gilyard by the Office of Programs and Performance*

Requests filtered by that have been created and and filtered to **all categories** within

**DTA:** Days to Acknowledge    **DTC:** Days to Close    **O&O:** Open and Overdue

| Category                                                            | Created      | Ack          | Closed       | DTA        | DTC        | SLA Days | % in SLA   | Overdue    | Open       | O&O        |
|---------------------------------------------------------------------|--------------|--------------|--------------|------------|------------|----------|------------|------------|------------|------------|
| Reception Call                                                      | 1,370        | 23           | 1,358        | 1.4        | 0.5        | 1.0      | 92%        | 88         | 12         | 12         |
| Building Permits                                                    | 601          | 13           | 569          | 2.3        | 28.9       | 2.0      | 48%        | 294        | 32         | 32         |
| Other                                                               | 481          | 5            | 479          | 0.3        | 2.7        | 0.0      | 0          | 5          | 2          | 0          |
| Planning & Zoning (Community & Regulatory Affairs)                  | 271          | 2            | 264          | 0.0        | 45.5       | 0.0      | 0          | 0          | 7          | 1          |
| Other                                                               | 227          | 204          | 198          | 0.7        | 16.6       | 0.0      | 0          | 4          | 29         | 6          |
| Open Records Request                                                | 192          | 175          | 191          | 0.5        | 3.1        | 3.0      | 69%        | 40         | 1          | 1          |
| Sanitation (Public Works - Field Operations)                        | 157          | 30           | 150          | 0.1        | 0.3        | 0.0      | 0          | 0          | 7          | 0          |
| Additional Patrol Request                                           | 155          | 9            | 155          | 1.9        | 1.6        | 1.0      | 58%        | 59         | 0          | 0          |
| Municipal Court                                                     | 117          | 0            | 54           | 0.0        | 1.4        | 0.0      | 0          | 1          | 63         | 2          |
| Live Domestic Animals                                               | 81           | 0            | 66           | 0.0        | 0.9        | 0.0      | 0          | 0          | 15         | 0          |
| Business Licenses (Economic Development - Destination South Fulton) | 76           | 7            | 76           | 1.0        | 0.6        | 2.0      | 87%        | 8          | 0          | 0          |
| Right-of-Way Mowing (Roadway Maintenance - Field Operations)        | 69           | 60           | 69           | 0.0        | 0.5        | 10.0     | 97%        | 0          | 0          | 0          |
| Construction                                                        | 68           | 67           | 45           | 1.1        | 45.3       | 0.0      | 0          | 1          | 23         | 5          |
| Other                                                               | 57           | 7            | 56           | 2.9        | 2.0        | 3.0      | 82%        | 9          | 1          | 1          |
| Clean Up Day                                                        | 56           | 28           | 56           | 0.5        | 3.7        | 0.0      | 0          | 1          | 0          | 0          |
| Illegal Dumping in Right-of-Way (Field Operations)                  | 55           | 51           | 55           | 0.0        | 1.4        | 3.0      | 91%        | 1          | 0          | 0          |
| Property Maintenance (Zone 5)                                       | 49           | 38           | 47           | 1.5        | 2.5        | 21.0     | 100%       | 1          | 2          | 1          |
| COVID-19 (Coronavirus) Inquiry                                      | 47           | 1            | 46           | 2.7        | 3.3        | 0.0      | 0          | 0          | 1          | 0          |
| Pothole (Asphalt Paved Maintenance - Field Operations)              | 47           | 39           | 47           | 0.2        | 1.8        | 3.0      | 72%        | 3          | 0          | 0          |
| Remove / Pick-Up Litter (Field Operations)                          | 43           | 36           | 42           | 0.2        | 1.8        | 10.0     | 90%        | 2          | 1          | 1          |
| Abandoned / Inoperative / Junk Vehicle (Zone 5)                     | 35           | 28           | 35           | 0.6        | 16.0       | 21.0     | 74%        | 8          | 0          | 0          |
| Human Resources                                                     | 30           | 0            | 30           | 0.0        | 0.3        | 2.0      | 93%        | 2          | 0          | 0          |
| Live Wild Animals                                                   | 30           | 0            | 29           | 0.0        | 0.0        | 1.0      | 100%       | 0          | 1          | 1          |
| Sign - Other Sign Down/Missing (Traffic Services)                   | 26           | 26           | 26           | 0.0        | 1.5        | 10.0     | 100%       | 0          | 0          | 0          |
| <b>Totals</b>                                                       | <b>4,836</b> | <b>1,163</b> | <b>4,573</b> | <b>0.7</b> | <b>9.1</b> | <b>-</b> | <b>79%</b> | <b>605</b> | <b>263</b> | <b>114</b> |



| Category                                                   | Created      | Ack          | Closed       | DTA        | DTC        | SLA Days | % in SLA   | Overdue    | Open       | O&O        |
|------------------------------------------------------------|--------------|--------------|--------------|------------|------------|----------|------------|------------|------------|------------|
| Remove Dead Animals in Right-of-Way (Field Operations)     | 23           | 23           | 23           | 0.0        | 1.0        | 3.0      | 96%        | 0          | 0          | 0          |
| Sign - Stop/Yield Sign Down/Missing (Traffic Services)     | 23           | 23           | 23           | 0.0        | 0.1        | 1.0      | 100%       | 0          | 0          | 0          |
| Other Regulatory Agencies                                  | 20           | 20           | 19           | 2.4        | 11.0       | 0.0      | 0          | 2          | 1          | 0          |
| Yard Issue (Zone 5)                                        | 19           | 18           | 19           | 0.2        | 3.0        | 21.0     | 100%       | 0          | 0          | 0          |
| Rough Road (Unpaved Road Maintenance - Field Operations)   | 18           | 16           | 18           | 0.0        | 0.7        | 10.0     | 94%        | 1          | 0          | 0          |
| Streetlights (Outages, New Requests, Repairs, Maintenance) | 18           | 14           | 17           | 0.7        | 14.6       | 15.0     | 47%        | 6          | 1          | 1          |
| GIS (Geographic Information Systems)                       | 17           | 1            | 17           | 15.5       | 2.2        | 2.0      | 76%        | 4          | 0          | 0          |
| Signal - Other (Traffic Services)                          | 17           | 16           | 17           | 0.0        | 0.4        | 10.0     | 100%       | 0          | 0          | 0          |
| Other                                                      | 16           | 7            | 9            | 0.8        | 9.5        | 0.0      | 0          | 1          | 7          | 1          |
| Illegal Dumping on Private Property (Zone 5)               | 15           | 15           | 15           | 0.5        | 6.2        | 21.0     | 93%        | 0          | 0          | 0          |
| Accounts Receivable (Finance & Administrative Services)    | 14           | 0            | 11           | 0.0        | 18.0       | 2.0      | 9%         | 9          | 3          | 3          |
| City Clerk                                                 | 14           | 1            | 11           | 0.7        | 8.7        | 5.0      | 55%        | 5          | 3          | 3          |
| Lobby - Parks & Rec. Facilities                            | 14           | 0            | 6            | 0.0        | 0.0        | 3.0      | 100%       | 0          | 8          | 8          |
| Accounts Payable (Finance & Administrative Services)       | 13           | 0            | 8            | 0.0        | 23.7       | 2.0      | 50%        | 4          | 5          | 5          |
| Land Development (Community and Regulatory Affairs)        | 13           | 1            | 12           | 0.0        | 5.9        | 3.0      | 42%        | 7          | 1          | 1          |
| Illegal Dumping In Roadway (Field Operations)              | 13           | 13           | 13           | 0.1        | 1.0        | 1.0      | 54%        | 3          | 0          | 0          |
| Sign - Long Term Repair (Traffic Services)                 | 11           | 11           | 8            | 0.0        | 33.1       | 120.0    | 100%       | 0          | 3          | 0          |
| Communications & External Affairs                          | 9            | 1            | 4            | 49.1       | 36.7       | 2.0      | 50%        | 2          | 5          | 5          |
| Signal - In Flash or Dark (Traffic Issues)                 | 9            | 9            | 9            | 0.0        | 0.0        | 1.0      | 100%       | 0          | 0          | 0          |
| Down Tree Removal from Roadway (Field Operations)          | 8            | 7            | 8            | 0.0        | 0.2        | 3.0      | 100%       | 0          | 0          | 0          |
| High Grass/Weeds in Right-of-Way (Field Operations)        | 8            | 3            | 8            | 2.1        | 0.8        | 10.0     | 100%       | 0          | 0          | 0          |
| Commercial Vehicles in Residential Zones (Zone 5)          | 7            | 4            | 7            | 0.9        | 17.3       | 21.0     | 86%        | 1          | 0          | 0          |
| Clogged Inlet (Storm Water Issues - Field Operations)      | 7            | 6            | 7            | 0.0        | 1.0        | 3.0      | 100%       | 0          | 0          | 0          |
| Remove Dead Animals in Roadway - Small (Field Operations)  | 7            | 7            | 7            | 0.0        | 2.0        | 3.0      | 71%        | 1          | 0          | 0          |
| <b>Totals</b>                                              | <b>4,836</b> | <b>1,163</b> | <b>4,573</b> | <b>0.7</b> | <b>9.1</b> | <b>-</b> | <b>79%</b> | <b>605</b> | <b>263</b> | <b>114</b> |

| Category                                                                                                        | Created | Ack | Closed | DTA  | DTC  | SLA Days | % in SLA | Overdue | Open | O&O |
|-----------------------------------------------------------------------------------------------------------------|---------|-----|--------|------|------|----------|----------|---------|------|-----|
| Sign - Preventative Maintenance (Traffic Services)                                                              | 7       | 7   | 7      | 0.1  | 18.6 | 30.0     | 100%     | 0       | 0    | 0   |
| Tree Danger/Removal (Roadside Maintenance - Field Operations)                                                   | 7       | 5   | 6      | 2.7  | 1.7  | 3.0      | 83%      | 1       | 1    | 1   |
| Contract and Purchasing Oversight (Finance & Administrative Services)                                           | 6       | 3   | 6      | 28.3 | 48.4 | 2.0      | 0        | 6       | 0    | 0   |
| Blighted / Vacant Property (Zone 5)                                                                             | 6       | 5   | 4      | 0.5  | 2.2  | 21.0     | 100%     | 0       | 2    | 2   |
| Dead Animal Pickup on Private Property (Zone 5)                                                                 | 6       | 1   | 5      | 0.3  | 0.1  | 7.0      | 100%     | 0       | 1    | 1   |
| Tree Fallen (Zone 5)                                                                                            | 6       | 0   | 1      | 0.0  | 0.0  | 7.0      | 100%     | 0       | 5    | 5   |
| Remove Dead Animals in Roadway - Large (Field Operations)                                                       | 6       | 6   | 5      | 0.0  | 0.2  | 1.0      | 100%     | 0       | 1    | 1   |
| Damaged Fire Hydrant                                                                                            | 5       | 4   | 5      | 2.0  | 8.8  | 30.0     | 80%      | 2       | 0    | 0   |
| Fire Alarm System Review (Businesses Only)                                                                      | 5       | 2   | 5      | 0.6  | 4.2  | 3.0      | 0        | 5       | 0    | 0   |
| Deep Patch/Base Repair (Asphalt Paved Maintenance - Field Operations)                                           | 5       | 4   | 4      | 1.7  | 7.0  | 30.0     | 100%     | 0       | 1    | 1   |
| Roadway Maintenance (Field Operations)                                                                          | 5       | 2   | 5      | 0.0  | 1.9  | 10.0     | 100%     | 0       | 0    | 0   |
| Roadside Maintenance (Field Operations)                                                                         | 5       | 5   | 5      | 1.6  | 4.5  | 10.0     | 60%      | 2       | 0    | 0   |
| Budget Development and Oversight, Financial Auditing Support and Compliance (Finance & Administrative Services) | 4       | 0   | 4      | 0.0  | 49.5 | 2.0      | 0        | 4       | 0    | 0   |
| Property Maintenance (Zone 4)                                                                                   | 4       | 4   | 4      | 1.9  | 5.3  | 21.0     | 100%     | 0       | 0    | 0   |
| Dead Trees (Zone 5)                                                                                             | 4       | 0   | 1      | 0.0  | 0.0  | 7.0      | 100%     | 0       | 3    | 3   |
| Permit / Licensing Issue (Zone 5)                                                                               | 4       | 2   | 3      | 0.6  | 3.6  | 21.0     | 100%     | 0       | 1    | 1   |
| Down Tree Removal from Right of Way (Field Operations)                                                          | 4       | 2   | 4      | 0.0  | 0.7  | 3.0      | 100%     | 0       | 0    | 0   |
| Signal - Preventative Maintenance (Traffic Services)                                                            | 4       | 4   | 4      | 0.0  | 27.8 | 90.0     | 100%     | 0       | 0    | 0   |
| Noise Complaint (Hartsfield-Jackson Atlanta International Airport)                                              | 4       | 0   | 3      | 0.0  | 10.6 | 0.0      | 0        | 0       | 1    | 0   |
| Capital Improvement Projects (CIP) - Public Works                                                               | 3       | 1   | 1      | 4.1  | 64.5 | 0.0      | 0        | 1       | 2    | 0   |
| Trespassing                                                                                                     | 3       | 0   | 3      | 0.0  | 31.7 | 1.0      | 0        | 3       | 0    | 0   |
| Recreation Programs                                                                                             | 3       | 2   | 3      | 0.2  | 1.2  | 3.0      | 67%      | 1       | 0    | 0   |
| Property Maintenance (Zone 2)                                                                                   | 3       | 3   | 3      | 0.7  | 9.1  | 21.0     | 100%     | 2       | 0    | 0   |
| Yard Issue (Zone 4)                                                                                             | 3       | 2   | 2      | 8.2  | 16.7 | 21.0     | 100%     | 0       | 1    | 1   |

|               |              |              |              |            |            |          |            |            |            |            |
|---------------|--------------|--------------|--------------|------------|------------|----------|------------|------------|------------|------------|
| <b>Totals</b> | <b>4,836</b> | <b>1,163</b> | <b>4,573</b> | <b>0.7</b> | <b>9.1</b> | <b>-</b> | <b>79%</b> | <b>605</b> | <b>263</b> | <b>114</b> |
|---------------|--------------|--------------|--------------|------------|------------|----------|------------|------------|------------|------------|

| Category                                                                | Created      | Ack          | Closed       | DTA        | DTC        | SLA Days | % in SLA   | Overdue    | Open       | O&O        |
|-------------------------------------------------------------------------|--------------|--------------|--------------|------------|------------|----------|------------|------------|------------|------------|
| Bridge Maintenance                                                      | 3            | 3            | 2            | 0.3        | 1.9        | 365.0    | 100%       | 0          | 1          | 0          |
| Sidewalk Cracking / Broken (Field Operations)                           | 3            | 3            | 3            | 0.1        | 9.5        | 10.0     | 100%       | 0          | 0          | 0          |
| Traffic Operations - Other (Traffic Services)                           | 3            | 3            | 3            | 0.7        | 0.9        | 30.0     | 100%       | 0          | 0          | 0          |
| City Manager                                                            | 2            | 0            | 2            | 0.0        | 0.4        | 2.0      | 100%       | 0          | 0          | 0          |
| Information Technology                                                  | 2            | 1            | 1            | 9.0        | 2.2        | 2.0      | 0          | 1          | 1          | 1          |
| Fire Apparatus Request (for Community Events)                           | 2            | 0            | 1            | 0.0        | 7.4        | 2.0      | 0          | 1          | 1          | 1          |
| Weight, Gymnasium, Pool or Walking Track - Parks & Rec. Facilities      | 2            | 0            | 1            | 0.0        | 0.0        | 21.0     | 100%       | 0          | 1          | 1          |
| Illegal Dumping on Private Property (Zone 2)                            | 2            | 2            | 2            | 1.5        | 9.6        | 21.0     | 100%       | 2          | 0          | 0          |
| Yard Issue (Zone 2)                                                     | 2            | 2            | 2            | 0.1        | 0.2        | 21.0     | 100%       | 0          | 0          | 0          |
| Excessively Barking Dog - Late Night Nuisance (Zone 5)                  | 2            | 1            | 2            | 0.0        | 0.0        | 7.0      | 100%       | 0          | 0          | 0          |
| Clogged Culvert (Drainage Maintenance - Field Operations)               | 2            | 2            | 2            | 0.0        | 1.6        | 10.0     | 100%       | 0          | 0          | 0          |
| Damaged Curb (Roadway Maintenance - Field Operations)                   | 2            | 2            | 1            | 0.1        | 9.8        | 10.0     | 100%       | 0          | 1          | 1          |
| Manhole Covers (Roadside Maintenance - Field Operations)                | 2            | 1            | 2            | 0.0        | 1.6        | 3.0      | 100%       | 0          | 0          | 0          |
| Right-of-Way Permits/Utility Permits (Field Operations)                 | 2            | 2            | 1            | 0.2        | 0.0        | 10.0     | 100%       | 0          | 1          | 1          |
| Sink Holes (Drainage Maintenance - Field Operations)                    | 2            | 1            | 2            | 0.1        | 1.7        | 10.0     | 100%       | 0          | 0          | 0          |
| Street Flooding (Drainage Maintenance - Field Operations)               | 2            | 1            | 2            | 0.0        | 0.0        | 1.0      | 100%       | 0          | 0          | 0          |
| Tree Hindering Sight Distance (Roadside Maintenance - Field Operations) | 2            | 2            | 2            | 0.0        | 4.7        | 10.0     | 100%       | 0          | 0          | 0          |
| Occupational Tax Certificate                                            | 1            | 0            | 1            | 0.0        | 0.0        | 10.0     | 100%       | 0          | 0          | 0          |
| Unlicensed Business Complaint                                           | 1            | 0            | 1            | 0.0        | 5.8        | 5.0      | 0          | 0          | 0          | 0          |
| Business Inquiry                                                        | 1            | 0            | 1            | 0.0        | 0.0        | 10.0     | 100%       | 0          | 0          | 0          |
| Outdoor Requests (Other)                                                | 1            | 0            | 0            | 0.0        | 0.0        | 3.0      | 0          | 0          | 1          | 1          |
| Permit / Licensing Issue (Zone 2)                                       | 1            | 1            | 1            | 0.9        | 1.0        | 21.0     | 100%       | 0          | 0          | 0          |
| Blighted / Vacant Property (Zone 4)                                     | 1            | 1            | 0            | 24.3       | 22.3       | 21.0     | 0          | 1          | 1          | 1          |
| Illegal Dumping on Private Property (Zone 4)                            | 1            | 0            | 1            | 0.0        | 2.2        | 21.0     | 100%       | 0          | 0          | 0          |
| <b>Totals</b>                                                           | <b>4,836</b> | <b>1,163</b> | <b>4,573</b> | <b>0.7</b> | <b>9.1</b> | <b>-</b> | <b>79%</b> | <b>605</b> | <b>263</b> | <b>114</b> |

| Category                                                           | Created      | Ack          | Closed       | DTA        | DTC        | SLA Days | % in SLA   | Overdue    | Open       | O&O        |
|--------------------------------------------------------------------|--------------|--------------|--------------|------------|------------|----------|------------|------------|------------|------------|
| Tree Fallen (Zone 4)                                               | 1            | 0            | 1            | 0.0        | 0.7        | 7.0      | 100%       | 0          | 0          | 0          |
| Curb/Gutter Installation (Roadway Construction - Field Operations) | 1            | 1            | 0            | 0.2        | 0.0        | 30.0     | 0          | 0          | 1          | 1          |
| Curb/Gutter Maintenance (Roadway Maintenance - Field Operations)   | 1            | 1            | 1            | 0.0        | 30.2       | 30.0     | 0          | 0          | 0          | 0          |
| Damaged Inlet/Catch Basin (Storm Water Issues - Field Operations)  | 1            | 1            | 1            | 0.0        | 21.1       | 30.0     | 100%       | 0          | 0          | 0          |
| Signal - Long Term Repair (Traffic Services)                       | 1            | 1            | 1            | 0.0        | 16.9       | 120.0    | 100%       | 0          | 0          | 0          |
| Special Projects (Field Operations)                                | 1            | 1            | 1            | 0.0        | 0.0        | 30.0     | 100%       | 0          | 0          | 0          |
| Traffic Calming Requests (Traffic Services)                        | 1            | 1            | 0            | 0.3        | 0.0        | 120.0    | 0          | 0          | 1          | 0          |
| <b>Totals</b>                                                      | <b>4,836</b> | <b>1,163</b> | <b>4,573</b> | <b>0.7</b> | <b>9.1</b> | <b>-</b> | <b>79%</b> | <b>605</b> | <b>263</b> | <b>114</b> |

# COSF CRC Report

## District 5

*October 1, 2019 - June 30, 2020*

*Prepared for Councilman Reeves by the Office of Programs and Performance*

Requests filtered by that have been created and and filtered to **all categories** within

**DTA:** Days to Acknowledge    **DTC:** Days to Close    **O&O:** Open and Overdue

| Category                                                     | Created      | Ack        | Closed       | DTA        | DTC        | SLA Days | % in SLA   | Overdue   | Open      | O&O       |
|--------------------------------------------------------------|--------------|------------|--------------|------------|------------|----------|------------|-----------|-----------|-----------|
| Other                                                        | 155          | 147        | 134          | 0.6        | 14.6       | 0.0      | 0          | 5         | 21        | 2         |
| Property Maintenance (Zone 8)                                | 69           | 44         | 69           | 1.7        | 5.5        | 21.0     | 94%        | 3         | 0         | 0         |
| Right-of-Way Mowing (Roadway Maintenance - Field Operations) | 64           | 56         | 64           | 0.0        | 0.6        | 10.0     | 98%        | 0         | 0         | 0         |
| Property Maintenance (Zone 6)                                | 57           | 52         | 53           | 0.4        | 5.3        | 21.0     | 98%        | 1         | 4         | 4         |
| Reception Call                                               | 54           | 3          | 54           | 0.2        | 5.1        | 1.0      | 78%        | 9         | 0         | 0         |
| Building Permits                                             | 51           | 2          | 49           | 48.4       | 30.2       | 2.0      | 53%        | 23        | 2         | 2         |
| Planning & Zoning (Community & Regulatory Affairs)           | 50           | 2          | 49           | 0.7        | 31.9       | 0.0      | 0          | 2         | 1         | 0         |
| Remove / Pick-Up Litter (Field Operations)                   | 45           | 43         | 45           | 0.1        | 3.0        | 10.0     | 84%        | 2         | 0         | 0         |
| Signal - Other (Traffic Services)                            | 42           | 42         | 42           | 0.0        | 0.3        | 10.0     | 100%       | 0         | 0         | 0         |
| Additional Patrol Request                                    | 40           | 4          | 40           | 0.5        | 1.7        | 1.0      | 55%        | 15        | 0         | 0         |
| Yard Issue (Zone 6)                                          | 35           | 29         | 34           | 0.3        | 5.5        | 21.0     | 100%       | 1         | 1         | 1         |
| Yard Issue (Zone 8)                                          | 31           | 22         | 31           | 2.4        | 5.1        | 21.0     | 97%        | 1         | 0         | 0         |
| Illegal Dumping in Right-of-Way (Field Operations)           | 29           | 28         | 29           | 0.0        | 1.8        | 3.0      | 79%        | 2         | 0         | 0         |
| Sanitation (Public Works - Field Operations)                 | 28           | 9          | 26           | 0.2        | 0.6        | 0.0      | 0          | 0         | 2         | 0         |
| Pothole (Asphalt Paved Maintenance - Field Operations)       | 28           | 25         | 28           | 0.1        | 2.1        | 3.0      | 61%        | 3         | 0         | 0         |
| Clean Up Day                                                 | 24           | 24         | 24           | 0.0        | 5.4        | 0.0      | 0          | 1         | 0         | 0         |
| Other                                                        | 23           | 1          | 23           | 0.8        | 9.6        | 0.0      | 0          | 0         | 0         | 0         |
| Construction                                                 | 23           | 23         | 4            | 0.4        | 55.0       | 0.0      | 0          | 0         | 19        | 0         |
| Property Maintenance (Zone 12)                               | 22           | 22         | 22           | 2.0        | 8.2        | 21.0     | 100%       | 1         | 0         | 0         |
| Abandoned / Inoperative / Junk Vehicle (Zone 6)              | 21           | 18         | 21           | 1.6        | 7.5        | 21.0     | 90%        | 2         | 0         | 0         |
| Other Regulatory Agencies                                    | 17           | 16         | 15           | 0.2        | 9.4        | 0.0      | 0          | 0         | 2         | 0         |
| Illegal Dumping on Private Property (Zone 6)                 | 13           | 13         | 12           | 0.6        | 5.0        | 21.0     | 100%       | 0         | 1         | 1         |
| Blighted / Vacant Property (Zone 6)                          | 12           | 9          | 12           | 0.3        | 5.4        | 21.0     | 100%       | 0         | 0         | 0         |
| Illegal Dumping on Private Property (Zone 8)                 | 11           | 10         | 11           | 2.8        | 7.9        | 21.0     | 91%        | 1         | 0         | 0         |
| <b>Totals</b>                                                | <b>1,175</b> | <b>807</b> | <b>1,095</b> | <b>0.7</b> | <b>8.7</b> | <b>-</b> | <b>86%</b> | <b>98</b> | <b>80</b> | <b>28</b> |

| Category                                                          | Created      | Ack        | Closed       | DTA        | DTC        | SLA Days | % in SLA   | Overdue   | Open      | O&O       |
|-------------------------------------------------------------------|--------------|------------|--------------|------------|------------|----------|------------|-----------|-----------|-----------|
| Other                                                             | 10           | 5          | 10           | 0.0        | 14.1       | 3.0      | 50%        | 4         | 0         | 0         |
| Blighted / Vacant Property (Zone 8)                               | 10           | 7          | 10           | 2.2        | 6.6        | 21.0     | 90%        | 2         | 0         | 0         |
| Abandoned / Inoperative / Junk Vehicle (Zone 8)                   | 10           | 5          | 9            | 1.8        | 7.0        | 21.0     | 89%        | 1         | 1         | 1         |
| Clogged Inlet (Storm Water Issues - Field Operations)             | 10           | 8          | 10           | 0.0        | 0.6        | 3.0      | 100%       | 0         | 0         | 0         |
| Other                                                             | 9            | 5          | 9            | 0.6        | 3.8        | 0.0      | 0          | 0         | 0         | 0         |
| Signal - Preventative Maintenance (Traffic Services)              | 9            | 9          | 9            | 0.0        | 39.3       | 90.0     | 100%       | 0         | 0         | 0         |
| Clogged Culvert (Drainage Maintenance - Field Operations)         | 8            | 6          | 8            | 0.2        | 6.1        | 10.0     | 88%        | 0         | 0         | 0         |
| Sign - Other Sign Down/Missing (Traffic Services)                 | 8            | 8          | 8            | 0.1        | 2.2        | 10.0     | 100%       | 0         | 0         | 0         |
| Signal - In Flash or Dark (Traffic Issues)                        | 8            | 8          | 8            | 0.0        | 0.0        | 1.0      | 100%       | 0         | 0         | 0         |
| Excessively Barking Dog - Late Night Nuisance (Zone 6)            | 7            | 1          | 7            | 0.0        | 22.0       | 7.0      | 71%        | 2         | 0         | 0         |
| High Grass/Weeds in Right-of-Way (Field Operations)               | 7            | 5          | 7            | 0.1        | 1.6        | 10.0     | 100%       | 0         | 0         | 0         |
| Live Domestic Animals                                             | 6            | 1          | 5            | 2.0        | 24.4       | 0.0      | 0          | 1         | 1         | 0         |
| Illegal Dumping In Roadway (Field Operations)                     | 6            | 4          | 5            | 0.1        | 0.7        | 1.0      | 60%        | 0         | 1         | 1         |
| Remove Dead Animals in Right-of-Way (Field Operations)            | 6            | 6          | 6            | 0.0        | 0.4        | 3.0      | 100%       | 0         | 0         | 0         |
| Tree Danger/Removal (Roadside Maintenance - Field Operations)     | 6            | 6          | 5            | 0.0        | 0.7        | 3.0      | 100%       | 0         | 1         | 1         |
| Damaged Fire Hydrant                                              | 5            | 5          | 5            | 0.4        | 0.9        | 30.0     | 100%       | 0         | 0         | 0         |
| Trash & Litter or Cleaning Requests - Parks & Rec. Facilities     | 5            | 1          | 2            | 1.0        | 1.8        | 2.0      | 50%        | 1         | 3         | 3         |
| Permit / Licensing Issue (Zone 6)                                 | 5            | 5          | 5            | 0.2        | 10.4       | 21.0     | 80%        | 1         | 0         | 0         |
| Commercial Vehicles in Residential Zones (Zone 6)                 | 5            | 4          | 5            | 0.1        | 7.4        | 21.0     | 80%        | 1         | 0         | 0         |
| Rough Road (Unpaved Road Maintenance - Field Operations)          | 5            | 5          | 5            | 0.0        | 0.0        | 10.0     | 100%       | 0         | 0         | 0         |
| Open Records Request                                              | 4            | 3          | 4            | 0.4        | 1.7        | 3.0      | 75%        | 1         | 0         | 0         |
| Damaged Inlet/Catch Basin (Storm Water Issues - Field Operations) | 4            | 3          | 3            | 0.0        | 5.0        | 30.0     | 100%       | 0         | 1         | 0         |
| Roadway Maintenance (Field Operations)                            | 4            | 4          | 4            | 0.0        | 2.4        | 10.0     | 100%       | 0         | 0         | 0         |
| Sign - Long Term Repair (Traffic Services)                        | 4            | 4          | 4            | 0.0        | 19.7       | 120.0    | 100%       | 0         | 0         | 0         |
| <b>Totals</b>                                                     | <b>1,175</b> | <b>807</b> | <b>1,095</b> | <b>0.7</b> | <b>8.7</b> | <b>-</b> | <b>86%</b> | <b>98</b> | <b>80</b> | <b>28</b> |

| Category                                                            | Created      | Ack        | Closed       | DTA        | DTC        | SLA Days | % in SLA   | Overdue   | Open      | O&O       |
|---------------------------------------------------------------------|--------------|------------|--------------|------------|------------|----------|------------|-----------|-----------|-----------|
| Traffic Calming Requests (Traffic Services)                         | 4            | 3          | 1            | 12.5       | 0.0        | 120.0    | 100%       | 0         | 3         | 0         |
| Property Maintenance (Zone 2)                                       | 3            | 2          | 3            | 1.2        | 14.3       | 21.0     | 67%        | 0         | 0         | 0         |
| Permit / Licensing Issue (Zone 8)                                   | 3            | 3          | 3            | 2.5        | 11.9       | 21.0     | 67%        | 1         | 0         | 0         |
| Commercial Vehicles in Residential Zones (Zone 8)                   | 3            | 1          | 3            | 3.0        | 4.1        | 21.0     | 100%       | 0         | 0         | 0         |
| Down Tree Removal from Roadway (Field Operations)                   | 3            | 2          | 3            | 0.0        | 0.1        | 3.0      | 100%       | 0         | 0         | 0         |
| Sign - Stop/Yield Sign Down/Missing (Traffic Services)              | 3            | 3          | 3            | 0.0        | 0.0        | 1.0      | 100%       | 0         | 0         | 0         |
| Noise Complaint (Hartsfield-Jackson Atlanta International Airport)  | 3            | 0          | 0            | 0.0        | 0.0        | 0.0      | 0          | 0         | 3         | 0         |
| Outdoor Requests (Other)                                            | 2            | 0          | 0            | 0.0        | 0.0        | 3.0      | 0          | 0         | 2         | 2         |
| Tree Fallen (Zone 6)                                                | 2            | 0          | 0            | 0.0        | 0.0        | 7.0      | 0          | 0         | 2         | 2         |
| Tree Fallen (Zone 8)                                                | 2            | 0          | 1            | 0.0        | 26.9       | 7.0      | 0          | 1         | 1         | 1         |
| Tree Fallen (Zone 12)                                               | 2            | 0          | 1            | 0.0        | 15.2       | 7.0      | 0          | 1         | 1         | 1         |
| Manhole Covers (Roadside Maintenance - Field Operations)            | 2            | 2          | 2            | 0.5        | 1.7        | 3.0      | 100%       | 0         | 0         | 0         |
| Remove Dead Animals in Roadway - Large (Field Operations)           | 2            | 2          | 2            | 0.2        | 0.4        | 1.0      | 100%       | 0         | 0         | 0         |
| Sidewalk Cracking / Broken (Field Operations)                       | 2            | 2          | 2            | 0.0        | 4.7        | 10.0     | 100%       | 0         | 0         | 0         |
| Sign - Preventative Maintenance (Traffic Services)                  | 2            | 2          | 2            | 0.0        | 0.0        | 30.0     | 100%       | 0         | 0         | 0         |
| Streetlights (Outages, New Requests, Repairs, Maintenance)          | 2            | 1          | 1            | 0.1        | 0.0        | 15.0     | 100%       | 0         | 1         | 1         |
| Traffic Operations - Other (Traffic Services)                       | 2            | 2          | 2            | 0.0        | 0.4        | 30.0     | 100%       | 0         | 0         | 0         |
| Accounts Receivable (Finance & Administrative Services)             | 1            | 0          | 1            | 0.0        | 11.4       | 2.0      | 0          | 1         | 0         | 0         |
| Business Licenses (Economic Development - Destination South Fulton) | 1            | 0          | 1            | 0.0        | 2.7        | 2.0      | 0          | 1         | 0         | 0         |
| COVID-19 (Coronavirus) Inquiry                                      | 1            | 0          | 0            | 0.0        | 0.0        | 0.0      | 0          | 0         | 1         | 0         |
| Capital Improvement Projects (CIP) - Public Works                   | 1            | 1          | 1            | 0.1        | 0.2        | 0.0      | 0          | 0         | 0         | 0         |
| Communications & External Affairs                                   | 1            | 0          | 1            | 0.0        | 22.4       | 2.0      | 0          | 1         | 0         | 0         |
| Land Development (Community and Regulatory Affairs)                 | 1            | 0          | 0            | 0.0        | 0.0        | 3.0      | 0          | 0         | 1         | 1         |
| Unlicensed Business Complaint                                       | 1            | 1          | 1            | 0.1        | 23.2       | 5.0      | 0          | 1         | 0         | 0         |
| <b>Totals</b>                                                       | <b>1,175</b> | <b>807</b> | <b>1,095</b> | <b>0.7</b> | <b>8.7</b> | <b>-</b> | <b>86%</b> | <b>98</b> | <b>80</b> | <b>28</b> |



| Category                                                                 | Created      | Ack        | Closed       | DTA        | DTC        | SLA Days | % in SLA   | Overdue   | Open      | O&O       |
|--------------------------------------------------------------------------|--------------|------------|--------------|------------|------------|----------|------------|-----------|-----------|-----------|
| Fire Alarm System Review (Businesses Only)                               | 1            | 1          | 1            | 0.0        | 3.1        | 3.0      | 0          | 1         | 0         | 0         |
| Abandoned / Inoperative / Junk Vehicle (Zone 2)                          | 1            | 1          | 1            | 0.0        | 3.5        | 21.0     | 100%       | 0         | 0         | 0         |
| Permit / Licensing Issue (Zone 2)                                        | 1            | 1          | 1            | 2.1        | 6.9        | 21.0     | 100%       | 1         | 0         | 0         |
| Yard Issue (Zone 2)                                                      | 1            | 1          | 1            | 0.1        | 9.5        | 21.0     | 100%       | 0         | 0         | 0         |
| Illegal Dumping on Private Property (Zone 4)                             | 1            | 1          | 0            | 5.1        | 0.0        | 21.0     | 0          | 0         | 1         | 1         |
| Dead Trees (Zone 6)                                                      | 1            | 0          | 0            | 0.0        | 0.0        | 7.0      | 0          | 0         | 1         | 1         |
| Dead Animal Pickup on Private Property (Zone 6)                          | 1            | 1          | 0            | 0.2        | 0.0        | 7.0      | 0          | 0         | 1         | 1         |
| Dead Trees (Zone 8)                                                      | 1            | 0          | 0            | 0.0        | 0.0        | 7.0      | 0          | 0         | 1         | 1         |
| Excessively Barking Dog – Late Night Nuisance (Zone 8)                   | 1            | 1          | 1            | 3.2        | 13.1       | 7.0      | 0          | 1         | 0         | 0         |
| Dead Animal Pickup on Private Property (Zone 8)                          | 1            | 0          | 1            | 0.0        | 0.0        | 7.0      | 100%       | 0         | 0         | 0         |
| Dead Trees (Zone 12)                                                     | 1            | 1          | 1            | 0.4        | 3.3        | 7.0      | 100%       | 0         | 0         | 0         |
| Dead Animal Pickup on Private Property (Zone 12)                         | 1            | 1          | 1            | 20.1       | 20.1       | 7.0      | 0          | 1         | 0         | 0         |
| Deep Patch/Base Repair (Asphalt Paved Maintenance - Field Operations)    | 1            | 1          | 1            | 0.1        | 0.0        | 30.0     | 100%       | 0         | 0         | 0         |
| Down Tree Removal from Right of Way (Field Operations)                   | 1            | 1          | 1            | 1.7        | 1.9        | 3.0      | 100%       | 0         | 0         | 0         |
| Remove Dead Animals in Roadway - Small (Field Operations)                | 1            | 1          | 1            | 0.0        | 2.4        | 3.0      | 100%       | 0         | 0         | 0         |
| Roads / Bridges Weight Restrictions Signs Down / Gone (Traffic Services) | 1            | 1          | 1            | 0.0        | 0.2        | 3.0      | 100%       | 0         | 0         | 0         |
| Roadside Maintenance (Field Operations)                                  | 1            | 1          | 1            | 0.0        | 9.3        | 10.0     | 100%       | 0         | 0         | 0         |
| Signal - Long Term Repair (Traffic Services)                             | 1            | 1          | 1            | 0.0        | 23.7       | 120.0    | 100%       | 0         | 0         | 0         |
| Sink Holes (Drainage Maintenance - Field Operations)                     | 1            | 1          | 1            | 0.0        | 10.5       | 10.0     | 0          | 1         | 0         | 0         |
| Special Projects (Field Operations)                                      | 1            | 1          | 1            | 0.0        | 0.0        | 30.0     | 100%       | 0         | 0         | 0         |
| Tree Hindering Sight Distance (Roadside Maintenance - Field Operations)  | 1            | 1          | 1            | 0.0        | 3.5        | 10.0     | 100%       | 0         | 0         | 0         |
| <b>Totals</b>                                                            | <b>1,175</b> | <b>807</b> | <b>1,095</b> | <b>0.7</b> | <b>8.7</b> | <b>-</b> | <b>86%</b> | <b>98</b> | <b>80</b> | <b>28</b> |

# COSF CRC Report

## District 6

*October 1, 2019 - June 30, 2020*

*Prepared for Councilman khalid by the Office of Programs and Performance*

Requests filtered by that have been created and and filtered to **all categories** within

**DTA:** Days to Acknowledge    **DTC:** Days to Close    **O&O:** Open and Overdue

| Category                                                     | Created | Ack | Closed | DTA   | DTC  | SLA Days | % in SLA | Overdue | Open | O&O |
|--------------------------------------------------------------|---------|-----|--------|-------|------|----------|----------|---------|------|-----|
| Other                                                        | 164     | 161 | 137    | 0.7   | 18.9 | 0.0      | 0        | 5       | 27   | 2   |
| Building Permits                                             | 86      | 4   | 79     | 3.6   | 30.9 | 2.0      | 47%      | 42      | 7    | 7   |
| Reception Call                                               | 59      | 3   | 55     | 1.1   | 2.0  | 1.0      | 91%      | 5       | 4    | 4   |
| Property Maintenance (Zone 7)                                | 53      | 38  | 50     | 2.3   | 11.6 | 21.0     | 84%      | 8       | 3    | 1   |
| Other                                                        | 51      | 40  | 39     | 1.0   | 8.2  | 0.0      | 0        | 2       | 12   | 0   |
| Sanitation (Public Works - Field Operations)                 | 49      | 16  | 42     | 0.8   | 1.5  | 0.0      | 0        | 0       | 7    | 0   |
| Property Maintenance (Zone 9)                                | 48      | 45  | 47     | 0.8   | 3.2  | 21.0     | 98%      | 1       | 1    | 1   |
| Clean Up Day                                                 | 46      | 42  | 45     | 0.5   | 5.7  | 0.0      | 0        | 3       | 1    | 0   |
| Planning & Zoning (Community & Regulatory Affairs)           | 39      | 1   | 38     | 144.7 | 57.8 | 0.0      | 0        | 0       | 1    | 0   |
| Yard Issue (Zone 7)                                          | 34      | 25  | 34     | 3.4   | 10.6 | 21.0     | 85%      | 5       | 0    | 0   |
| Yard Issue (Zone 9)                                          | 33      | 33  | 32     | 0.4   | 2.0  | 21.0     | 97%      | 1       | 1    | 0   |
| Remove / Pick-Up Litter (Field Operations)                   | 32      | 26  | 32     | 0.9   | 2.8  | 10.0     | 91%      | 1       | 0    | 0   |
| Right-of-Way Mowing (Roadway Maintenance - Field Operations) | 30      | 24  | 30     | 0.4   | 1.0  | 10.0     | 100%     | 0       | 0    | 0   |
| Other                                                        | 28      | 2   | 28     | 0.5   | 12.5 | 0.0      | 0        | 0       | 0    | 0   |
| Construction                                                 | 28      | 28  | 8      | 2.0   | 26.9 | 0.0      | 0        | 0       | 20   | 1   |
| Signal - Other (Traffic Services)                            | 25      | 25  | 25     | 0.0   | 1.1  | 10.0     | 96%      | 0       | 0    | 0   |
| Illegal Dumping in Right-of-Way (Field Operations)           | 24      | 24  | 24     | 0.1   | 1.8  | 3.0      | 83%      | 1       | 0    | 0   |
| Additional Patrol Request                                    | 22      | 4   | 22     | 0.5   | 2.3  | 1.0      | 59%      | 8       | 0    | 0   |
| Blighted / Vacant Property (Zone 9)                          | 22      | 22  | 22     | 0.6   | 1.9  | 21.0     | 100%     | 0       | 0    | 0   |
| Abandoned / Inoperative / Junk Vehicle (Zone 7)              | 19      | 13  | 19     | 3.2   | 13.4 | 21.0     | 74%      | 5       | 0    | 0   |
| Property Maintenance (Zone 8)                                | 15      | 13  | 15     | 0.9   | 3.8  | 21.0     | 100%     | 0       | 0    | 0   |
| Other Regulatory Agencies                                    | 15      | 15  | 14     | 0.1   | 3.2  | 0.0      | 0        | 0       | 1    | 0   |
| Signal - Preventative Maintenance (Traffic Services)         | 15      | 15  | 15     | 0.5   | 16.2 | 90.0     | 100%     | 0       | 0    | 0   |
| Abandoned / Inoperative / Junk Vehicle (Zone 9)              | 14      | 13  | 14     | 0.2   | 16.2 | 21.0     | 64%      | 5       | 0    | 0   |

|        |       |     |       |     |      |   |     |     |     |    |
|--------|-------|-----|-------|-----|------|---|-----|-----|-----|----|
| Totals | 1,233 | 845 | 1,126 | 1.1 | 10.6 | - | 85% | 107 | 107 | 28 |
|--------|-------|-----|-------|-----|------|---|-----|-----|-----|----|

| Category                                                            | Created | Ack | Closed | DTA | DTC  | SLA Days | % in SLA | Overdue | Open | O&O |
|---------------------------------------------------------------------|---------|-----|--------|-----|------|----------|----------|---------|------|-----|
| Illegal Dumping on Private Property (Zone 9)                        | 14      | 14  | 14     | 0.5 | 2.3  | 21.0     | 100%     | 0       | 0    | 0   |
| Sign - Other Sign Down/Missing (Traffic Services)                   | 12      | 11  | 12     | 0.0 | 1.9  | 10.0     | 100%     | 0       | 0    | 0   |
| Streetlights (Outages, New Requests, Repairs, Maintenance)          | 12      | 8   | 10     | 0.2 | 6.3  | 15.0     | 80%      | 1       | 2    | 1   |
| Sign - Stop/Yield Sign Down/Missing (Traffic Services)              | 11      | 11  | 11     | 0.0 | 0.1  | 1.0      | 100%     | 0       | 0    | 0   |
| Signal - In Flash or Dark (Traffic Issues)                          | 11      | 10  | 11     | 0.0 | 0.0  | 1.0      | 100%     | 0       | 0    | 0   |
| Blighted / Vacant Property (Zone 7)                                 | 9       | 8   | 9      | 4.1 | 13.2 | 21.0     | 100%     | 0       | 0    | 0   |
| Commercial Vehicles in Residential Zones (Zone 9)                   | 9       | 9   | 9      | 0.1 | 2.3  | 21.0     | 100%     | 0       | 0    | 0   |
| Clogged Inlet (Storm Water Issues - Field Operations)               | 9       | 7   | 9      | 0.0 | 2.7  | 3.0      | 89%      | 1       | 0    | 0   |
| Remove Dead Animals in Right-of-Way (Field Operations)              | 9       | 7   | 9      | 0.5 | 1.2  | 3.0      | 89%      | 0       | 0    | 0   |
| Illegal Dumping on Private Property (Zone 7)                        | 8       | 3   | 7      | 7.8 | 6.5  | 21.0     | 100%     | 0       | 1    | 1   |
| Illegal Dumping on Private Property (Zone 12)                       | 8       | 4   | 8      | 1.7 | 4.7  | 21.0     | 100%     | 0       | 0    | 0   |
| High Grass/Weeds in Right-of-Way (Field Operations)                 | 8       | 7   | 8      | 2.7 | 5.2  | 10.0     | 88%      | 0       | 0    | 0   |
| Business Licenses (Economic Development - Destination South Fulton) | 6       | 2   | 6      | 1.4 | 1.1  | 2.0      | 83%      | 1       | 0    | 0   |
| COVID-19 (Coronavirus) Inquiry                                      | 6       | 0   | 6      | 0.0 | 5.4  | 0.0      | 0        | 0       | 0    | 0   |
| Abandoned / Inoperative / Junk Vehicle (Zone 8)                     | 6       | 5   | 5      | 1.9 | 2.9  | 21.0     | 100%     | 0       | 1    | 1   |
| Clogged Culvert (Drainage Maintenance - Field Operations)           | 6       | 5   | 6      | 0.0 | 4.3  | 10.0     | 83%      | 0       | 0    | 0   |
| Remove Dead Animals in Roadway - Small (Field Operations)           | 6       | 6   | 6      | 0.2 | 2.8  | 3.0      | 67%      | 0       | 0    | 0   |
| Rough Road (Unpaved Road Maintenance - Field Operations)            | 6       | 6   | 6      | 0.0 | 0.0  | 10.0     | 100%     | 0       | 0    | 0   |
| Sign - Long Term Repair (Traffic Services)                          | 6       | 6   | 5      | 0.0 | 25.2 | 120.0    | 100%     | 0       | 1    | 0   |
| Live Domestic Animals                                               | 5       | 0   | 4      | 0.0 | 0.0  | 0.0      | 0        | 0       | 1    | 0   |
| Other                                                               | 5       | 4   | 5      | 6.0 | 7.3  | 3.0      | 20%      | 2       | 0    | 0   |
| Open Records Request                                                | 5       | 2   | 5      | 0.1 | 0.4  | 3.0      | 100%     | 0       | 0    | 0   |
| Illegal Dumping In Roadway (Field Operations)                       | 5       | 5   | 5      | 0.2 | 0.7  | 1.0      | 60%      | 0       | 0    | 0   |
| Totals                                                              | 1,233   | 845 | 1,126  | 1.1 | 10.6 | -        | 85%      | 107     | 107  | 28  |

| Category                                                                 | Created | Ack | Closed | DTA | DTC  | SLA Days | % in SLA | Overdue | Open | O&O |
|--------------------------------------------------------------------------|---------|-----|--------|-----|------|----------|----------|---------|------|-----|
| Sign - Preventative Maintenance (Traffic Services)                       | 5       | 5   | 5      | 0.7 | 6.4  | 30.0     | 100%     | 0       | 0    | 0   |
| Commercial Vehicles in Residential Zones (Zone 7)                        | 4       | 2   | 4      | 0.5 | 1.9  | 21.0     | 100%     | 0       | 0    | 0   |
| Blighted / Vacant Property (Zone 8)                                      | 4       | 4   | 4      | 1.1 | 3.1  | 21.0     | 100%     | 0       | 0    | 0   |
| Illegal Dumping on Private Property (Zone 8)                             | 4       | 0   | 3      | 0.0 | 2.5  | 21.0     | 100%     | 1       | 1    | 1   |
| Property Maintenance (Zone 12)                                           | 4       | 4   | 4      | 0.4 | 7.8  | 21.0     | 100%     | 0       | 0    | 0   |
| Down Tree Removal from Right of Way (Field Operations)                   | 4       | 4   | 4      | 0.0 | 0.0  | 3.0      | 100%     | 0       | 0    | 0   |
| Pothole (Asphalt Paved Maintenance - Field Operations)                   | 4       | 4   | 4      | 0.7 | 2.8  | 3.0      | 75%      | 0       | 0    | 0   |
| Traffic Calming Requests (Traffic Services)                              | 4       | 3   | 2      | 0.0 | 0.0  | 120.0    | 100%     | 0       | 2    | 0   |
| Tree Danger/Removal (Roadside Maintenance - Field Operations)            | 4       | 3   | 4      | 0.0 | 1.8  | 3.0      | 75%      | 0       | 0    | 0   |
| Municipal Court                                                          | 3       | 0   | 1      | 0.0 | 0.0  | 0.0      | 0        | 0       | 2    | 0   |
| Property Maintenance (Zone 2)                                            | 3       | 3   | 3      | 6.3 | 20.7 | 21.0     | 33%      | 3       | 0    | 0   |
| Property Maintenance (Zone 5)                                            | 3       | 3   | 3      | 4.1 | 7.5  | 21.0     | 100%     | 0       | 0    | 0   |
| Dead Trees (Zone 9)                                                      | 3       | 1   | 1      | 0.0 | 30.1 | 7.0      | 0        | 1       | 2    | 2   |
| Damaged Inlet/Catch Basin (Storm Water Issues - Field Operations)        | 3       | 3   | 3      | 0.0 | 26.7 | 30.0     | 67%      | 0       | 0    | 0   |
| Roadway Maintenance (Field Operations)                                   | 3       | 3   | 3      | 2.5 | 3.2  | 10.0     | 100%     | 0       | 0    | 0   |
| GIS (Geographic Information Systems)                                     | 2       | 0   | 2      | 0.0 | 1.6  | 2.0      | 50%      | 1       | 0    | 0   |
| Outdoor Requests (Other)                                                 | 2       | 0   | 0      | 0.0 | 0.0  | 3.0      | 0        | 0       | 2    | 2   |
| Permit / Licensing Issue (Zone 2)                                        | 2       | 2   | 2      | 0.6 | 7.7  | 21.0     | 100%     | 1       | 0    | 0   |
| Dead Animal Pickup on Private Property (Zone 9)                          | 2       | 2   | 2      | 1.3 | 1.6  | 7.0      | 100%     | 0       | 0    | 0   |
| Permit / Licensing Issue (Zone 12)                                       | 2       | 2   | 2      | 0.0 | 9.5  | 21.0     | 100%     | 0       | 0    | 0   |
| Deep Patch/Base Repair (Asphalt Paved Maintenance - Field Operations)    | 2       | 2   | 1      | 1.6 | 29.0 | 30.0     | 100%     | 0       | 1    | 0   |
| Manhole Covers (Roadside Maintenance - Field Operations)                 | 2       | 2   | 2      | 0.6 | 1.1  | 3.0      | 100%     | 0       | 0    | 0   |
| Remove Dead Animals in Roadway - Large (Field Operations)                | 2       | 2   | 2      | 0.1 | 0.1  | 1.0      | 100%     | 0       | 0    | 0   |
| Roads / Bridges Weight Restrictions Signs Down / Gone (Traffic Services) | 2       | 2   | 2      | 0.1 | 0.1  | 3.0      | 100%     | 0       | 0    | 0   |

|               |              |            |              |            |             |          |            |            |            |           |
|---------------|--------------|------------|--------------|------------|-------------|----------|------------|------------|------------|-----------|
| <b>Totals</b> | <b>1,233</b> | <b>845</b> | <b>1,126</b> | <b>1.1</b> | <b>10.6</b> | <b>-</b> | <b>85%</b> | <b>107</b> | <b>107</b> | <b>28</b> |
|---------------|--------------|------------|--------------|------------|-------------|----------|------------|------------|------------|-----------|

| Category                                                                                                       | Created      | Ack        | Closed       | DTA        | DTC         | SLA Days | % in SLA   | Overdue    | Open       | O&O       |
|----------------------------------------------------------------------------------------------------------------|--------------|------------|--------------|------------|-------------|----------|------------|------------|------------|-----------|
| Sink Holes (Drainage Maintenance - Field Operations)                                                           | 2            | 2          | 2            | 0.0        | 7.9         | 10.0     | 100%       | 0          | 0          | 0         |
| Capital Improvement Projects (CIP) - Public Works                                                              | 1            | 1          | 0            | 0.0        | 0.0         | 0.0      | 0          | 0          | 1          | 0         |
| Cash and Debt Service, Financial Records, and General Financial Management (Finance & Administrative Services) | 1            | 0          | 1            | 0.0        | 8.9         | 2.0      | 0          | 1          | 0          | 0         |
| Communications & External Affairs                                                                              | 1            | 0          | 0            | 0.0        | 0.0         | 2.0      | 0          | 0          | 1          | 1         |
| Fire Alarm System Review (Businesses Only)                                                                     | 1            | 1          | 1            | 0.0        | 0.0         | 3.0      | 100%       | 0          | 0          | 0         |
| Trash & Litter or Cleaning Requests - Parks & Rec. Facilities                                                  | 1            | 0          | 0            | 0.0        | 0.0         | 2.0      | 0          | 0          | 1          | 1         |
| Abandoned / Inoperative / Junk Vehicle (Zone 2)                                                                | 1            | 0          | 1            | 0.0        | 1.5         | 21.0     | 100%       | 0          | 0          | 0         |
| Illegal Dumping on Private Property (Zone 2)                                                                   | 1            | 1          | 1            | 0.0        | 6.6         | 21.0     | 100%       | 0          | 0          | 0         |
| Yard Issue (Zone 2)                                                                                            | 1            | 1          | 1            | 0.0        | 9.4         | 21.0     | 100%       | 0          | 0          | 0         |
| Property Maintenance (Zone 4)                                                                                  | 1            | 0          | 1            | 0.0        | 2.6         | 21.0     | 100%       | 0          | 0          | 0         |
| Illegal Dumping on Private Property (Zone 5)                                                                   | 1            | 1          | 1            | 0.0        | 10.7        | 21.0     | 100%       | 0          | 0          | 0         |
| Tree Fallen (Zone 7)                                                                                           | 1            | 0          | 1            | 0.0        | 8.1         | 7.0      | 0          | 1          | 0          | 0         |
| Dead Animal Pickup on Private Property (Zone 8)                                                                | 1            | 1          | 1            | 0.4        | 0.4         | 7.0      | 100%       | 0          | 0          | 0         |
| Permit / Licensing Issue (Zone 8)                                                                              | 1            | 1          | 1            | 3.7        | 8.8         | 21.0     | 100%       | 0          | 0          | 0         |
| Tree Fallen (Zone 8)                                                                                           | 1            | 0          | 0            | 0.0        | 0.0         | 7.0      | 0          | 0          | 1          | 1         |
| Yard Issue (Zone 8)                                                                                            | 1            | 0          | 1            | 0.0        | 7.6         | 21.0     | 100%       | 0          | 0          | 0         |
| Excessively Barking Dog – Late Night Nuisance (Zone 9)                                                         | 1            | 1          | 1            | 0.5        | 7.7         | 7.0      | 0          | 0          | 0          | 0         |
| Permit / Licensing Issue (Zone 9)                                                                              | 1            | 0          | 0            | 0.0        | 0.0         | 21.0     | 0          | 0          | 1          | 1         |
| Blighted / Vacant Property (Zone 12)                                                                           | 1            | 1          | 1            | 0.5        | 2.8         | 21.0     | 100%       | 0          | 0          | 0         |
| Dead Trees (Zone 12)                                                                                           | 1            | 0          | 1            | 0.0        | 17.3        | 7.0      | 0          | 1          | 0          | 0         |
| Yard Issue (Zone 12)                                                                                           | 1            | 1          | 1            | 0.6        | 2.8         | 21.0     | 100%       | 0          | 0          | 0         |
| Curb/Gutter Maintenance (Roadway Maintenance - Field Operations)                                               | 1            | 1          | 1            | 0.1        | 1.8         | 30.0     | 100%       | 0          | 0          | 0         |
| Damaged Curb (Roadway Maintenance - Field Operations)                                                          | 1            | 1          | 1            | 0.0        | 0.3         | 10.0     | 100%       | 0          | 0          | 0         |
| Signal - Long Term Repair (Traffic Services)                                                                   | 1            | 1          | 1            | 0.0        | 3.2         | 120.0    | 100%       | 0          | 0          | 0         |
| <b>Totals</b>                                                                                                  | <b>1,233</b> | <b>845</b> | <b>1,126</b> | <b>1.1</b> | <b>10.6</b> | <b>-</b> | <b>85%</b> | <b>107</b> | <b>107</b> | <b>28</b> |

| Category                                                | Created      | Ack        | Closed       | DTA        | DTC         | SLA Days | % in SLA   | Overdue    | Open       | O&O       |
|---------------------------------------------------------|--------------|------------|--------------|------------|-------------|----------|------------|------------|------------|-----------|
| Snow/Ice Removal (Inclement Weather - Field Operations) | 1            | 1          | 1            | 0.0        | 0.7         | 1.0      | 100%       | 0          | 0          | 0         |
| Special Projects (Field Operations)                     | 1            | 1          | 0            | 2.2        | 0.0         | 30.0     | 0          | 0          | 1          | 0         |
| <b>Totals</b>                                           | <b>1,233</b> | <b>845</b> | <b>1,126</b> | <b>1.1</b> | <b>10.6</b> | <b>-</b> | <b>85%</b> | <b>107</b> | <b>107</b> | <b>28</b> |

# COSF CRC Report

## District 7

*October 1, 2019 - June 30, 2020*

*Prepared for Councilman Baker by the Office of Programs and Performance*



Requests filtered by that have been created and and filtered to **all categories** within

**DTA:** Days to Acknowledge    **DTC:** Days to Close    **O&O:** Open and Overdue

| Category                                                     | Created      | Ack        | Closed     | DTA        | DTC        | SLA Days | % in SLA   | Overdue   | Open      | O&O       |
|--------------------------------------------------------------|--------------|------------|------------|------------|------------|----------|------------|-----------|-----------|-----------|
| Other                                                        | 143          | 139        | 120        | 1.1        | 18.0       | 0.0      | 0          | 4         | 23        | 6         |
| Right-of-Way Mowing (Roadway Maintenance - Field Operations) | 60           | 53         | 60         | 0.0        | 0.8        | 10.0     | 97%        | 1         | 0         | 0         |
| Building Permits                                             | 57           | 2          | 55         | 2.3        | 34.0       | 2.0      | 47%        | 29        | 2         | 2         |
| Reception Call                                               | 54           | 6          | 51         | 1.1        | 0.5        | 1.0      | 88%        | 3         | 3         | 3         |
| Illegal Dumping in Right-of-Way (Field Operations)           | 44           | 39         | 43         | 0.2        | 1.2        | 3.0      | 81%        | 2         | 1         | 1         |
| Additional Patrol Request                                    | 41           | 7          | 41         | 0.5        | 1.9        | 1.0      | 37%        | 23        | 0         | 0         |
| Other                                                        | 41           | 1          | 41         | 0.6        | 6.2        | 0.0      | 0          | 0         | 0         | 0         |
| Clean Up Day                                                 | 39           | 37         | 39         | 0.4        | 5.6        | 0.0      | 0          | 2         | 0         | 0         |
| Property Maintenance (Zone 9)                                | 38           | 38         | 37         | 1.1        | 3.0        | 21.0     | 100%       | 1         | 1         | 1         |
| Other                                                        | 36           | 30         | 26         | 1.3        | 11.5       | 0.0      | 0          | 0         | 10        | 0         |
| Construction                                                 | 36           | 36         | 12         | 2.5        | 37.8       | 0.0      | 0          | 0         | 24        | 1         |
| Planning & Zoning (Community & Regulatory Affairs)           | 31           | 1          | 31         | 2.1        | 59.9       | 0.0      | 0          | 0         | 0         | 0         |
| Sanitation (Public Works - Field Operations)                 | 29           | 6          | 24         | 0.0        | 0.7        | 0.0      | 0          | 0         | 5         | 0         |
| Remove / Pick-Up Litter (Field Operations)                   | 27           | 22         | 27         | 0.0        | 1.3        | 10.0     | 100%       | 0         | 0         | 0         |
| Property Maintenance (Zone 11)                               | 22           | 19         | 22         | 1.8        | 4.1        | 21.0     | 100%       | 0         | 0         | 0         |
| Pothole (Asphalt Paved Maintenance - Field Operations)       | 20           | 19         | 20         | 0.2        | 1.9        | 3.0      | 85%        | 1         | 0         | 0         |
| Yard Issue (Zone 11)                                         | 18           | 17         | 18         | 1.6        | 2.8        | 21.0     | 100%       | 0         | 0         | 0         |
| Sign - Long Term Repair (Traffic Services)                   | 18           | 18         | 11         | 0.1        | 29.4       | 120.0    | 100%       | 0         | 7         | 0         |
| Sign - Other Sign Down/Missing (Traffic Services)            | 18           | 18         | 18         | 0.0        | 1.4        | 10.0     | 100%       | 0         | 0         | 0         |
| Yard Issue (Zone 9)                                          | 16           | 16         | 16         | 0.4        | 1.0        | 21.0     | 100%       | 0         | 0         | 0         |
| Blighted / Vacant Property (Zone 9)                          | 11           | 11         | 11         | 0.3        | 0.6        | 21.0     | 100%       | 0         | 0         | 0         |
| Commercial Vehicles in Residential Zones (Zone 9)            | 10           | 10         | 10         | 1.0        | 2.2        | 21.0     | 100%       | 0         | 0         | 0         |
| Property Maintenance (Zone 7)                                | 9            | 6          | 8          | 1.7        | 9.1        | 21.0     | 75%        | 2         | 1         | 1         |
| Abandoned / Inoperative / Junk Vehicle (Zone 11)             | 9            | 7          | 9          | 1.8        | 26.2       | 21.0     | 78%        | 2         | 0         | 0         |
| <b>Totals</b>                                                | <b>1,054</b> | <b>733</b> | <b>957</b> | <b>0.9</b> | <b>9.9</b> | <b>-</b> | <b>84%</b> | <b>88</b> | <b>97</b> | <b>25</b> |

| Category                                                  | Created      | Ack        | Closed     | DTA        | DTC        | SLA Days | % in SLA   | Overdue   | Open      | O&O       |
|-----------------------------------------------------------|--------------|------------|------------|------------|------------|----------|------------|-----------|-----------|-----------|
| Illegal Dumping on Private Property (Zone 11)             | 9            | 8          | 9          | 1.1        | 9.6        | 21.0     | 78%        | 2         | 0         | 0         |
| Illegal Dumping In Roadway (Field Operations)             | 9            | 9          | 8          | 0.4        | 0.9        | 1.0      | 63%        | 0         | 1         | 0         |
| Rough Road (Unpaved Road Maintenance - Field Operations)  | 9            | 9          | 9          | 0.0        | 0.0        | 10.0     | 100%       | 0         | 0         | 0         |
| Sign - Stop/Yield Sign Down/Missing (Traffic Services)    | 9            | 9          | 9          | 0.0        | 0.9        | 1.0      | 89%        | 1         | 0         | 0         |
| Yard Issue (Zone 7)                                       | 8            | 2          | 8          | 1.1        | 9.4        | 21.0     | 100%       | 0         | 0         | 0         |
| Other Regulatory Agencies                                 | 8            | 7          | 6          | 1.9        | 14.1       | 0.0      | 0          | 1         | 2         | 0         |
| Remove Dead Animals in Right-of-Way (Field Operations)    | 8            | 7          | 8          | 0.0        | 1.0        | 3.0      | 100%       | 0         | 0         | 0         |
| High Grass/Weeds in Right-of-Way (Field Operations)       | 7            | 2          | 7          | 0.1        | 1.5        | 10.0     | 100%       | 0         | 0         | 0         |
| Signal - Other (Traffic Services)                         | 7            | 7          | 7          | 0.0        | 0.0        | 10.0     | 100%       | 0         | 0         | 0         |
| Signal - Preventative Maintenance (Traffic Services)      | 7            | 7          | 7          | 0.0        | 20.4       | 90.0     | 100%       | 0         | 0         | 0         |
| Traffic Calming Requests (Traffic Services)               | 7            | 7          | 2          | 0.1        | 0.0        | 120.0    | 100%       | 0         | 5         | 0         |
| Open Records Request                                      | 6            | 5          | 6          | 0.4        | 2.2        | 3.0      | 83%        | 2         | 0         | 0         |
| Blighted / Vacant Property (Zone 7)                       | 6            | 4          | 6          | 0.6        | 9.6        | 21.0     | 83%        | 1         | 0         | 0         |
| Other                                                     | 5            | 3          | 5          | 1.0        | 2.6        | 3.0      | 40%        | 1         | 0         | 0         |
| Abandoned / Inoperative / Junk Vehicle (Zone 9)           | 5            | 5          | 5          | 1.3        | 3.9        | 21.0     | 100%       | 0         | 0         | 0         |
| Property Maintenance (Zone 12)                            | 5            | 5          | 5          | 0.4        | 3.4        | 21.0     | 100%       | 0         | 0         | 0         |
| Clogged Culvert (Drainage Maintenance - Field Operations) | 5            | 5          | 5          | 0.0        | 2.2        | 10.0     | 100%       | 0         | 0         | 0         |
| Clogged Inlet (Storm Water Issues - Field Operations)     | 5            | 4          | 5          | 0.0        | 0.2        | 3.0      | 100%       | 0         | 0         | 0         |
| Roadside Maintenance (Field Operations)                   | 5            | 5          | 5          | 0.0        | 4.5        | 10.0     | 100%       | 0         | 0         | 0         |
| Sign - Preventative Maintenance (Traffic Services)        | 5            | 5          | 5          | 0.0        | 6.3        | 30.0     | 100%       | 0         | 0         | 0         |
| Damaged Fire Hydrant                                      | 4            | 3          | 4          | 20.1       | 15.1       | 30.0     | 50%        | 2         | 0         | 0         |
| Trespassing                                               | 4            | 0          | 4          | 0.0        | 23.2       | 1.0      | 0          | 4         | 0         | 0         |
| Remove Dead Animals in Roadway - Large (Field Operations) | 4            | 3          | 4          | 0.1        | 0.4        | 1.0      | 75%        | 0         | 0         | 0         |
| Signal - In Flash or Dark (Traffic Issues)                | 4            | 4          | 4          | 0.0        | 0.0        | 1.0      | 100%       | 0         | 0         | 0         |
| <b>Totals</b>                                             | <b>1,054</b> | <b>733</b> | <b>957</b> | <b>0.9</b> | <b>9.9</b> | <b>-</b> | <b>84%</b> | <b>88</b> | <b>97</b> | <b>25</b> |

| Category                                                                | Created | Ack | Closed | DTA | DTC  | SLA Days | % in SLA | Overdue | Open | O&O |
|-------------------------------------------------------------------------|---------|-----|--------|-----|------|----------|----------|---------|------|-----|
| Business Licenses (Economic Development - Destination South Fulton)     | 3       | 0   | 3      | 0.0 | 0.1  | 2.0      | 100%     | 0       | 0    | 0   |
| Abandoned / Inoperative / Junk Vehicle (Zone 7)                         | 3       | 1   | 3      | 0.8 | 2.3  | 21.0     | 100%     | 0       | 0    | 0   |
| Illegal Dumping on Private Property (Zone 9)                            | 3       | 3   | 3      | 2.1 | 5.2  | 21.0     | 100%     | 0       | 0    | 0   |
| Dead Trees (Zone 11)                                                    | 3       | 1   | 1      | 1.5 | 1.5  | 7.0      | 100%     | 0       | 2    | 2   |
| Yard Issue (Zone 12)                                                    | 3       | 3   | 3      | 5.9 | 8.6  | 21.0     | 67%      | 0       | 0    | 0   |
| Curb/Gutter Maintenance (Roadway Maintenance - Field Operations)        | 3       | 3   | 3      | 0.2 | 14.9 | 30.0     | 100%     | 0       | 0    | 0   |
| Down Tree Removal from Right of Way (Field Operations)                  | 3       | 3   | 3      | 0.0 | 1.2  | 3.0      | 100%     | 0       | 0    | 0   |
| Roadway Maintenance (Field Operations)                                  | 3       | 3   | 3      | 2.7 | 6.0  | 10.0     | 100%     | 0       | 0    | 0   |
| Tree Danger/Removal (Roadside Maintenance - Field Operations)           | 3       | 2   | 3      | 5.8 | 6.9  | 3.0      | 67%      | 0       | 0    | 0   |
| Communications & External Affairs                                       | 2       | 0   | 1      | 0.0 | 12.8 | 2.0      | 0        | 1       | 1    | 1   |
| GIS (Geographic Information Systems)                                    | 2       | 0   | 1      | 0.0 | 0.0  | 2.0      | 100%     | 0       | 1    | 1   |
| Land Development (Community and Regulatory Affairs)                     | 2       | 0   | 0      | 0.0 | 0.0  | 3.0      | 0        | 0       | 2    | 2   |
| Property Maintenance (Zone 2)                                           | 2       | 2   | 2      | 0.0 | 2.2  | 21.0     | 100%     | 0       | 0    | 0   |
| Illegal Dumping on Private Property (Zone 5)                            | 2       | 2   | 2      | 1.0 | 3.9  | 21.0     | 100%     | 0       | 0    | 0   |
| Dead Trees (Zone 7)                                                     | 2       | 0   | 0      | 0.0 | 0.0  | 7.0      | 0        | 0       | 2    | 2   |
| Excessively Barking Dog - Late Night Nuisance (Zone 11)                 | 2       | 1   | 2      | 4.8 | 4.8  | 7.0      | 50%      | 1       | 0    | 0   |
| Tree Fallen (Zone 11)                                                   | 2       | 1   | 1      | 0.0 | 0.4  | 7.0      | 100%     | 0       | 1    | 1   |
| Commercial Vehicles in Residential Zones (Zone 11)                      | 2       | 1   | 2      | 8.6 | 8.0  | 21.0     | 100%     | 0       | 0    | 0   |
| Illegal Dumping on Private Property (Zone 12)                           | 2       | 2   | 2      | 2.2 | 8.3  | 21.0     | 100%     | 0       | 0    | 0   |
| Right-of-Way Permits/Utility Permits (Field Operations)                 | 2       | 2   | 2      | 0.0 | 4.8  | 10.0     | 100%     | 0       | 0    | 0   |
| Street Flooding (Drainage Maintenance - Field Operations)               | 2       | 1   | 2      | 0.0 | 0.1  | 1.0      | 100%     | 0       | 0    | 0   |
| Streetlights (Outages, New Requests, Repairs, Maintenance)              | 2       | 2   | 2      | 0.0 | 0.0  | 15.0     | 0        | 0       | 0    | 0   |
| Tree Hindering Sight Distance (Roadside Maintenance - Field Operations) | 2       | 2   | 2      | 0.3 | 2.5  | 10.0     | 100%     | 0       | 0    | 0   |

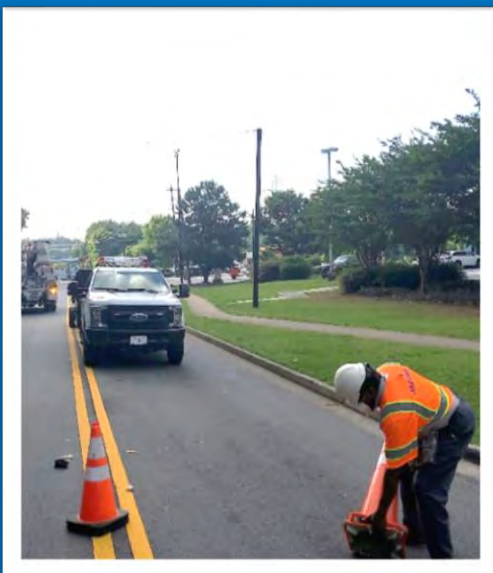
|               |              |            |            |            |            |          |            |           |           |           |
|---------------|--------------|------------|------------|------------|------------|----------|------------|-----------|-----------|-----------|
| <b>Totals</b> | <b>1,054</b> | <b>733</b> | <b>957</b> | <b>0.9</b> | <b>9.9</b> | <b>-</b> | <b>84%</b> | <b>88</b> | <b>97</b> | <b>25</b> |
|---------------|--------------|------------|------------|------------|------------|----------|------------|-----------|-----------|-----------|

| Category                                                                                                        | Created      | Ack        | Closed     | DTA        | DTC        | SLA Days | % in SLA   | Overdue   | Open      | O&O       |
|-----------------------------------------------------------------------------------------------------------------|--------------|------------|------------|------------|------------|----------|------------|-----------|-----------|-----------|
| Budget Development and Oversight, Financial Auditing Support and Compliance (Finance & Administrative Services) | 1            | 0          | 1          | 0.0        | 0.0        | 2.0      | 100%       | 0         | 0         | 0         |
| City Manager                                                                                                    | 1            | 0          | 1          | 0.0        | 3.0        | 2.0      | 0          | 1         | 0         | 0         |
| Live Wild Animals                                                                                               | 1            | 0          | 1          | 0.0        | 0.0        | 1.0      | 100%       | 0         | 0         | 0         |
| Municipal Court                                                                                                 | 1            | 0          | 0          | 0.0        | 0.0        | 0.0      | 0          | 0         | 1         | 0         |
| Trash & Litter or Cleaning Requests - Parks & Rec. Facilities                                                   | 1            | 0          | 0          | 0.0        | 0.0        | 2.0      | 0          | 0         | 1         | 1         |
| Illegal Dumping on Private Property (Zone 2)                                                                    | 1            | 1          | 1          | 0.4        | 3.2        | 21.0     | 100%       | 0         | 0         | 0         |
| Property Maintenance (Zone 5)                                                                                   | 1            | 1          | 1          | 0.0        | 1.6        | 21.0     | 100%       | 0         | 0         | 0         |
| Illegal Dumping on Private Property (Zone 6)                                                                    | 1            | 1          | 1          | 4.3        | 9.9        | 21.0     | 100%       | 0         | 0         | 0         |
| Illegal Dumping on Private Property (Zone 7)                                                                    | 1            | 1          | 1          | 6.4        | 18.4       | 21.0     | 100%       | 0         | 0         | 0         |
| Illegal Dumping on Private Property (Zone 8)                                                                    | 1            | 1          | 1          | 0.6        | 0.6        | 21.0     | 100%       | 0         | 0         | 0         |
| Dead Trees (Zone 9)                                                                                             | 1            | 0          | 1          | 0.0        | 7.3        | 7.0      | 0          | 1         | 0         | 0         |
| Excessively Barking Dog – Late Night Nuisance (Zone 9)                                                          | 1            | 1          | 1          | 0.0        | 2.4        | 7.0      | 100%       | 0         | 0         | 0         |
| Dead Animal Pickup on Private Property (Zone 9)                                                                 | 1            | 1          | 1          | 0.0        | 0.0        | 7.0      | 100%       | 0         | 0         | 0         |
| Blighted / Vacant Property (Zone 11)                                                                            | 1            | 1          | 1          | 1.7        | 1.7        | 21.0     | 100%       | 0         | 0         | 0         |
| Dead Animal Pickup on Private Property (Zone 11)                                                                | 1            | 1          | 1          | 0.4        | 6.3        | 7.0      | 100%       | 0         | 0         | 0         |
| Permit / Licensing Issue (Zone 11)                                                                              | 1            | 1          | 1          | 0.4        | 2.4        | 21.0     | 100%       | 0         | 0         | 0         |
| Abandoned / Inoperative / Junk Vehicle (Zone 12)                                                                | 1            | 1          | 1          | 7.8        | 7.8        | 21.0     | 100%       | 0         | 0         | 0         |
| Bridge Maintenance                                                                                              | 1            | 1          | 0          | 0.7        | 0.0        | 365.0    | 0          | 0         | 1         | 0         |
| Remove Dead Animals in Roadway – Small (Field Operations)                                                       | 1            | 1          | 1          | 2.6        | 2.7        | 3.0      | 100%       | 0         | 0         | 0         |
| Sidewalk Cracking / Broken (Field Operations)                                                                   | 1            | 1          | 1          | 0.0        | 9.0        | 10.0     | 100%       | 0         | 0         | 0         |
| Sink Holes (Drainage Maintenance – Field Operations)                                                            | 1            | 1          | 1          | 0.0        | 9.3        | 10.0     | 100%       | 0         | 0         | 0         |
| <b>Totals</b>                                                                                                   | <b>1,054</b> | <b>733</b> | <b>957</b> | <b>0.9</b> | <b>9.9</b> | <b>-</b> | <b>84%</b> | <b>88</b> | <b>97</b> | <b>25</b> |



# PUBLIC WORKS REPORT

# City of South Fulton Public Works Department



For the Month of June 2020



## Month in Review: June 2020

### City of South Fulton Public Works



#### Call Center and SeeClickFix June Activities

The Call Center, also known as SeeClickFix or 311 is the main connection between the City and its citizens. Although this service is operated through the Public Works Department, citizens can access any City department through this program.

| Highlights of Call Center & See Click Fix: June 2020                            |                   |
|---------------------------------------------------------------------------------|-------------------|
| Metric Description                                                              | Number or Percent |
| Total Call Center Requests                                                      | 1,977             |
| Total SeeClickFix Request for Public Works                                      | 629               |
| Total Work Orders                                                               | 572               |
| Total Work Orders Completed that met Service Level Agreement                    | 403               |
| Total Work Orders Completed that met Service Level Agreement as Percentage      | 97 %              |
| Total Work Order/Requests Open or In-Progress                                   | 79                |
| Total Work Requests did not meet Service Level Agreement                        | 6                 |
| Total Work Requests without Service Level Agreement or not due in current month | 163               |
| Total SeeClickFix Request Closed / Archived                                     | 402               |

Each day, citizens and businesses connect to the City of South Fulton to address issues ranging from fallen trees to information about upcoming events. Operators are knowledgeable and available to take calls from the public 24 hours a day 7 days per week. Citizens may also download an app from the from Google Play Store or Apple's App Store to enter requests at any time directly into the system.

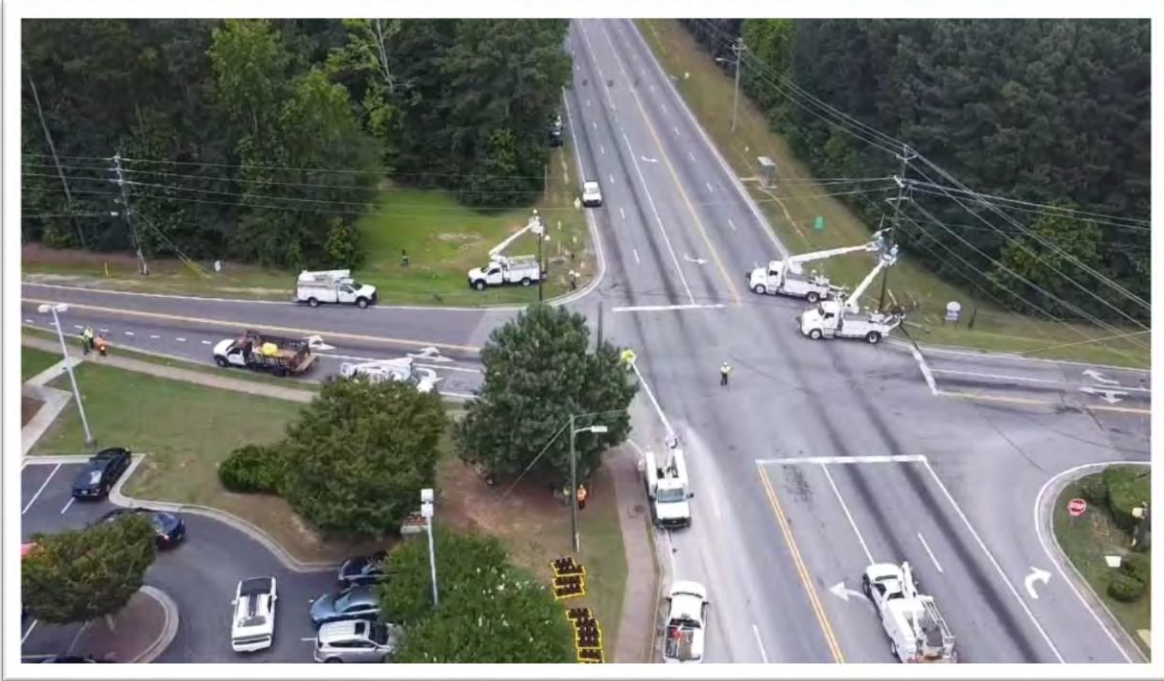




## Month in Review: June 2020 City of South Fulton Public Works

**Jacobs**  
Challenging today.  
Reinventing tomorrow.

### Monthly Focus: Old National and Bethesda Road Signal Repair



Incidents that can affect the safety of any community can occur at any time. It is the responsibility of Public Works to respond at that moment of to ensure a safe environment.



On the night of June 28, 2020, a car accident occurred around 10pm at the Old National Highway and Bethesda Road intersection. The accident caused two utility poles to fall thus resulting in utility lines falling to eye level and traffic signals being out on impact. The intersection was completely blocked by down equipment.

Public Works personnel arrived on scene within 30 minutes of the accident. After working with the CoSF PD to secure the site they installed a temporary 4-way stop.

Public Works then coordinated the efforts of five different contractors including: AT&T, Comcast, Georgia Power, the Georgia Department of Transportation, and GTG in the effort to reopen the road to traffic. This included removing accident debris, restoring power to the area, installing two new utility poles and rehangng traffic signals. During this entire time, Public





## Month in Review: June 2020 City of South Fulton Public Works

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Works had employees on site to lead work supervision and coordination. By 10pm Monday, signals had been restored to normal operations.

### Traffic Systems and Studies

Signs, signals and pavement markings help us understand where we are and get to our destination safely and efficiently. Because this equipment is required to be in the right of way, it can often be damaged from passing vehicles, accidents and weather.

#### Traffic Activities in June

During this reporting period, seventy-two (72) traffic work orders were completed. These range from completing the preventive maintenance program for the first time to replacement of stop signs.





## Month in Review: June 2020 City of South Fulton Public Works

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Challenging today.  
Reinventing tomorrow.

### Field Services



Field Services includes the following activities:

- Litter Removal
- Mowing
- Brush Cutting
- Graffiti Removal
- Pothole Repair
- Bridge Maintenance (cosmetic only)
- Street Sweeping
- Tree Removal
- Dead Animal Removal
- Illegal Dumping

#### Illegal Dumping

Illegal Dumping is defined by the City of South Fulton as, "illegally dumping of waste instead of using an authorized use of collection." There were seventy-three (73) requests completed to service illegal dumping sites during the month of June.



#### Litter Removal

Every four weeks Public Works collects

Public Works has partnered with the City of Fairburn to clean up Irwin.

litter on 204 miles of road as part of the mowing process. During this time roads needing additional treatment are cleaned as well. In the month of June, Public Works completed fifteen (15) requests from the public to remove litter in addition to the policing 204 miles of right of way. Requests for litter removal in SeeClickFix are required to be completed within ten (10) business days.



## Month in Review: June 2020

### City of South Fulton Public Works

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Reinventing tomorrow.

#### Dead Animal Removal

As a service, dead animals are removed from the right of way and roadway each month. During the month of June, Public Works removed thirteen (13) dead animals in the roadway or on the right-of-way. Large animals must be removed from the roadway within one day. For any animal on the right of way is 3 business days.

#### Gravel/Dirt Road Maintenance

There are fifty-three (53) dirt roads encompassing approximately twenty miles within the City of South Fulton. Heavy and prolonged periods of rain during late winter and early spring increased the number of requests to improve the surfaces of these roads. Twenty (20) roads were inspected and received treatments during June. Please see table below:

| <div>  <div> City of South Fulton Public Works<br/>Gravel Road Maintenance Schedule<br/>June 13 - October 1, 2020 </div>  </div> |          |                      |                      |       |                 |                 |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|----------------------|----------------------|-------|-----------------|-----------------|
| Name                                                                                                                                                                                                                                                                                                  | District | Start                | End                  | Miles | Estimated Start | Completion Date |
| Tell Road                                                                                                                                                                                                                                                                                             | 1        | Butner Road          | County Line          | 0.11  | 12-Jun-20       | 15-Jun-20       |
| Chattahoochee Drive                                                                                                                                                                                                                                                                                   | 1        | Campbellton Road     | Dead End             | 0.51  | 12-Jun-20       | 15-Jun-20       |
| Rocky Head Road                                                                                                                                                                                                                                                                                       | 2        | Union Road           | Old Campbellton Road | 0.17  | 16-Jun-20       | 15-Jun-20       |
| Hathcock Road                                                                                                                                                                                                                                                                                         | 2        | Demooney Road        | Dead End             | 0.33  | 16-Jun-20       | 16-Jun-20       |
| Newton Drive                                                                                                                                                                                                                                                                                          | 2        | Butner Road          | Dead End             | 0.54  | 16-Jun-20       | 16-Jun-20       |
| Oxford Road                                                                                                                                                                                                                                                                                           | 2        | West Stubbs Road     | Dead End             | 0.55  | 16-Jun-20       | 16-Jun-20       |
| Wilson Road                                                                                                                                                                                                                                                                                           | 2        | Butner Road          | West Stubbs Road     | 0.15  | 16-Jun-20       | 16-Jun-20       |
| Cochran Road                                                                                                                                                                                                                                                                                          | 2        | Cascade Palmetto Hwy | Hwy 92               | 4.12  | 22-Jun-20       | 17-Jun-20       |
| Ridge Road                                                                                                                                                                                                                                                                                            | 3        | Ben Hill Road        | Dead End             | 2.51  | 7-Jun-20        | 25-Jun-20       |
| Hall Road                                                                                                                                                                                                                                                                                             | 4        | Ridge Road           | Jones Road           | 0.78  | 15-Jun-20       | 18-Jun-20       |
| Teal Road                                                                                                                                                                                                                                                                                             | 4        | Cedar Grove Road     | Cascade Palmetto Hwy | 0.4   | 7-Jul-20        | 25-Jun-20       |
| Jones Road                                                                                                                                                                                                                                                                                            | 4        | Hwy 92               | Cedar Grove Road     | 1.98  | 7-Sep-20        | 19-Jun-20       |
| Allen Drive                                                                                                                                                                                                                                                                                           | 5        | Feldwood Road        | Dead End             | 0.1   | 14-Sep-20       | 24-Jun-20       |
| Bush Road                                                                                                                                                                                                                                                                                             | 5        | Mallory Road         | Dead End             | 0.22  | 14-Sep-20       | 24-Jun-20       |
| Spence Circle                                                                                                                                                                                                                                                                                         | 5        | Feldwood Road        | Feldwood Road        | 0.3   | 14-Sep-20       | 24-Jun-20       |
| Sheriff Road                                                                                                                                                                                                                                                                                          | 6        | Old National Hwy     | Dead End             | 0.36  | 14-Sep-20       | 24-Jun-20       |
| Harris Road                                                                                                                                                                                                                                                                                           | 7        | Spence Road          | Plantation Road      | 0.45  | 5-Oct-20        | 22-Jun-20       |
| Irwin Road                                                                                                                                                                                                                                                                                            | 7        | Spence Road          | City Limit           | 0.51  | 5-Oct-20        | 22-Jun-20       |
| Newton Road                                                                                                                                                                                                                                                                                           | 7        | Butner Road          | Dead End             | 0.21  | 12-Oct-20       | 17-Jun-20       |
| Old Senoia Road                                                                                                                                                                                                                                                                                       | 7        | Senoia Road          | Irwin Road           | 0.33  | 12-Oct-20       | 22-Jun-20       |
| End of Schedule                                                                                                                                                                                                                                                                                       | Mileage  |                      |                      | 15.2  |                 |                 |





## Month in Review: June 2020

### City of South Fulton Public Works

**Jacobs**  
Challenging today.  
Reinventing tomorrow.

#### Storm Water Management



Each segment of the stormwater system is regularly inspected. Here, a top is being removed to check for obstructions and leaks. This is Highland Hill Drive.

Storm Water Management consists of the inspection and maintenance of piping, inlets and catch basins in city right of way that form the system to direct storm water to natural water ways. During June, seventy-two (72) assessments were made in the City of South Fulton.

A successful stormwater system keeps people away from the water and the water away from the people. The system is free of pollution and enables aesthetic pleasures as well as recreational activities. Our stormwater department is dedicated to keeping our system healthy as well as the residents safe.

When a stormwater system fails to operate properly it can damage other systems negatively impact water quality and cause unsafe driving conditions especially during periods of rain.

#### Solid Waste Management

Solid Waste Management includes overseeing compliance of the Solid Waste Ordinance, management of Merk Miles Transfer Station, Beautification Plan and coordination of residential and commercial collection providers.

During June:

- Public Works received and addressed thirty-seven (37) complaints regarding Sanitation Service; and
- Completed a comprehensive review of households receiving residential sanitation service. This effort was to assist Code Enforcement to target key households that remain without service.
- Began planning for the City's July Clean Up Day.

**GOVERNMENT OF THE CITY OF SOUTH FULTON**

**Office of the City Manager**

**WILLIAM "BILL" EDWARDS**  
MAYOR



**ODIE DONALD II**  
CITY MANAGER

**MEMORANDUM**

**TO:** Council Approval of Proclamations Previously Presented

**DATE:** July 28, 2020

**SUBJECT:** Council Approval of Proclamations Previously Presented

**REFERENCE:**

---

**CONCLUSION:**

**BACKGROUND:**

**FISCAL IMPACT:**

**ATTACHMENTS:**

| Description                        | Type       | Upload Date |
|------------------------------------|------------|-------------|
| Proclamations Previously Presented | Cover Memo | 7/23/2020   |



## **City of South Fulton**

**WHEREAS**, Judge Rubin Belle was born February 9, 1938 to Fred Dock Bell and Viola Ann (Fisher) Bell in Kershaw S.C. He was one of eight children. His teen years took him to New Jersey. At the age of 17 he joined the Army. After submitting a “less than authentically signed” application because he was too young, he forged the signatures of his parents and was soon a soldier in Korea;

**WHEREAS**, Judge Belle tour ended in February 1958, and once home again in New Jersey, began dating Lois Alston where they were married a few months later. The union between them would span 61 years. “Lois was one of my greatest and best of choices in life” he would say.;

**WHEREAS**, Judge Belle wore many hats during his lifetime: husband, father, grandfather, great – grandfather, uncle/dad, family comedian, storyteller, veteran, entrepreneur, deacon, and overall servant of God. He held an associate degree in business, and founded his own company, Snooge’s Trucking at the young age of 55;

**WHEREAS**, As a man of God, Judge Belle was always the first person at church each Sunday, proclaiming that this was the way to lead by example and a big part of what true leadership meant. He was such a Good Servant of the Lord that he had the ability to convince people who didn’t come to church to come to church. At New Shield of Faith, he was former Chairman of the Deacon Board and Men’s Ministry. He was also a Mason, and the Captain of the Bishop Consecration Fund for the newly dubbed Bishop Dr. John Sidney Battle, III D. min;

**WHEREAS**, His greatest passion would be to show those watching him that God can use anybody at any age to be transformed by the renewing of their minds and do God’s will. Judge Belle made his transition on March 26, 2020, leaving to mourn his wife of 61 years, Lois McNeil (Alston) Belle and children Bernard Belle and Regina Belle-Battle, and a son in law and pastor Bishop Dr. John Battle III;

**WHEREAS**, it is an honor for the City of South Fulton to commemorate the legacy and life of Michelle Jackson who has made substantial contributions to our metro Atlanta community.

**NOW THEREFORE BE IT RESOLVED** that the Mayor and the City Council of the City of South Fulton honors the memory of Judge Rubin Belle for his service and contributions to the citizens of Georgia and South Fulton and does hereby proclaim Friday, April 10, 2020, as **“Judge Rubin Belle Appreciation Day”** in the City of South Fulton, Georgia.

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**Councilwoman Helen Z. Willis**

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**Mayor William “Bill” Edwards**



## **City of South Fulton**

**WHEREAS**, The children of Eddie (Jr.) and Blanche Johnson announce the passing of their parents on April 5<sup>th</sup> and 8<sup>th</sup>, 2020 respectively, to the coronavirus. Eddie and Blanche were native Atlantans;

**WHEREAS**, Mrs. Johnson was a retired educator with the Atlanta Public School System. She graduated from Booker T. Washington High School, attained her Bachelor's Degree from Alabama State University in Primary Level Education, and earned a Master's Degree in Education from Atlanta University now Clark Atlanta University. She was a member of the Zeta Phi Beta Sorority's East Point Chapter, and a dedicated member of Our Lady of Lourdes Catholic Church;

**WHEREAS**, Mr. Johnson was a retiree of the Federal Government and the Georgia Department of Corrections where he worked as an Inmate Classification Analyst. He graduated from Booker T. Washington High School, attained his bachelor's degree from Morris Brown College, and earned a master's degree in Social Work from Atlanta University now Clark Atlanta University. He was a faithful member of Westhills Presbyterian Church;

**WHEREAS**, Eddie and Blanche Johnson were long-time residents of Southwest Atlanta's Ben Hill Community. They were married 63 years, and parents of four children: Phyllis Lawson (Leonard, MD); Vernon Johnson; Mona Kelly (Gilbert); and Jennifer McWhorter. They were the beloved grandparents of five granddaughters: Jessica Lawson; Sydney Lawson Kronfle (Anthony); Rachel Kelly; Erin Kelly; and Courtney McWhorter-White, MD (Cory).

**WHEREAS**, It is an honor for the City of South Fulton to commemorate the legacy and life of Eddie and Blanche Johnson, who have made substantial contributions to our metro Atlanta community.

**NOW THEREFORE BE IT RESOLVED** that the Mayor and the City Council of the City of South Fulton cherishes the memory of Eddie and Blanche Johnson. for their service to the citizens of Atlanta and South Fulton and does hereby proclaim Friday, April 17, 2020 as **"Eddie and Blanche Johnson Appreciation Day"** in the City of South Fulton, Georgia.

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**Councilwoman Helen Z. Willis**

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**Mayor William "Bill" Edwards**

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## **City of South Fulton**

**WHEREAS**, Mrs. Margie Dyer was born into the loving arms of Daisy Murphy and Charlie “Boy” Murphy on August 13, 1928;

**WHEREAS**, Mrs. Margie married Clifford Dyer, Sr., and to this union two sons were born, Clifford, Jr. and James;

**WHEREAS** Mrs. Margie realized as a young child she had been blessed with the greatest gift God could bestow on her, the gift of service. She graduated from Washington High School in 1952 and further matriculated to Nightingale Nursing School in 1954;

**WHEREAS** she faithfully believed, “to whom much is given, much is required.” She used that gift to touch the least, the lost, and, those less fortunate. In doing so, for over 30 years she was employed by Dr. R. P. Tucker of East Point, where she administered healthcare treatment and cared for many of the residents of East Point who were either uninsured or financially challenged;

**WHEREAS** Mrs. Margie as a true Proverbs 31 woman, opening her mouth with wisdom and her tongue with kindness. Her children and grandchildren recall the many lessons learned sitting at her feet, listening to her read the Bible and singing old hymns she had learned;

**WHEREAS** she was a God-fearing woman who accepted Christ at an early age and loved being a servant. She exemplified God’s love through her service as a longtime member of East Point Mallalieu United Methodist Church where she applied her gift as a Sunday School Teacher with grace;

**WHEREAS** on Friday, May 15, 2020, God said, “well done, my good and faithful servant,” and called her from labor to reward at the tender age of 91;

**NOW, THEREFORE, BE IT RESOLVED**, that the Mayor and Council acknowledges Mrs. Dyer for her Christian example, appreciates the impact she has made in the lives of so many, extends condolences to family and friends in celebration of a life well lived, and do hereby proclaim, Friday, May 22, 2020 as *MRS. MARGIE DYER DAY* in the City of South Fulton.

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**Councilwoman Helen Z. Willis**

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**Mayor William “Bill” Edwards**





## **City of South Fulton**

**WHEREAS**, Kandi Lenice Burruss-Tucker was born May 17, 1976, the daughter of Joyce Jones and the Reverend Titus Burruss Jr. and is affectionately known as Kandi, an American singer, songwriter, television personality, actress, entrepreneur and business woman; and

**WHEREAS**, Burruss was born in College Park, Georgia and attended Tri-Cities High School in East Point, Georgia and first appeared on the BET series, Teen Summit, at age 15 and later signed to the So So Def Recordings label; and

**WHEREAS**, Kandi first gained notice in 1992 as a member of the American vocal group, Xscape and won a Grammy Award for Best R&B Song in 2000 for her writing contributions on the TLC hit song, "No Scrubs"; and

**WHEREAS**, Xscape's debut album, "Hummin' Comin' at 'Cha", peaked at number seventeen on the U.S. Billboard 200 and number three on the Top R&B Albums chart and was certified platinum within a year, and launched two top-ten singles. Subsequently, Xscape went on to record two other studio albums, "Off the Hook" and "Traces of My Lipstick" which sold over a million copies in the U.S.; and

**WHEREAS**, Kandi Burruss went on to focus on production and songwriting and in 1999 teamed up with groupmate, Tameka "Tiny" Cottle to score the international number one hit "No Scrubs" for TLC and that same year, Burruss wrote another song, "Bills, Bills, Bills" for Destiny's Child which earned her recognition as the first African-American woman to win the American Society of Composers, Authors and Publishers' Songwriter of the Year award for the songwriting credits for these two songs; and

**WHEREAS**, as a solo artist Kandi went on to release several albums "Hey Kandi..." (2000); "Fly Above EP" (2009), "Kandi Koated" (2010), and team up with Atlanta female rapper Rasheeda to form the duo Peach Candy, and co-wrote Ed Sheeran hugely successful single, "Shape of You"; and

**WHEREAS**, since 2009, Burruss has starred in the Bravo reality television series, The Real Housewives of Atlanta; and has had several spin-off shows to include The Kandi Factory, Kandi's Wedding, and Kandi's Ski Trip in addition to making cameo appearances on series such as Single Ladies, Thicker Than Water: The Tankards, Chef Roblé & Co. and Let's Stay Together; and

**WHEREAS**, Burrus has starred as a houseguest on the reality show competition, Celebrity Big Brother and was a fan favorite and placed fifth in the competition during her run on the show. She has appeared as a guest judge on the "From Farm to Runway" episode of season 11 of RuPaul's Drag Race which aired in 2019; and

**WHEREAS**, in 2020, she competed in the third season of the Masked Singer and slayed every single week as the Night Angel with performances of hits from Andra Day, Donna Summer, Tina Turner, Lil Wayne which ultimately resulted in her being declared the finale winner and the first female winner in the show's history;

**NOW, THEREFORE BE IT RESOLVED**, that the Mayor and the City Council would like to recognize one of its own residents in recognition of Black Music Month and proclaim June 20, 2020 "Kandi Burrus Day" in the City of South Fulton, Georgia.

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**Mayor William "Bill" Edwards**

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**Councilwoman Catherine Foster Rowell, Ph.D, District 1**



## **City of South Fulton**

**WHEREAS**, Ms. Myla Chelle' Hadley is a rising senior and honor student at Westlake High School and the reigning Teen Miss Georgia Earth USA; and

**WHEREAS**, she plans to attend Spelman, Harvard, or Howard University and study to become a neurosurgeon; and

**WHEREAS**, Myla has won multiples titles such as Miss Georgia South Teen USA 2020, USA National Miss Georgia Jr. Teen 2018 and placed in the top five in the Miss Georgia Teen USA Pageant for the past two years; and

**WHEREAS**, Myla has also modeled for some of Atlanta's best photographers and designers earning her multiple invitations at America's Mart Fashion Week; and

**WHEREAS**, her passion for serving fueled her to found Supporting Teen Anxiety, Awareness, and Resources (S.T.A.A.R.) after battling her own experiences with anxiety, she bravely committed to bringing awareness to the importance of mental health which is a topic avoided by even adults as many times there is a stigma attached; and

**WHEREAS**, Myla advocates for teens who struggle with anxiety disorders and other mental health vulnerabilities and she promotes positive awareness and ways for teens to cope; and

**WHEREAS**, S.T.A.A.R. has partnered with a number of different organizations including the National Alliance on Mental Health, Georgia Grow Box, Miller City Farms, Fulton County Library, Zeta Phi Beta Sorority, Bank Of America Community Volunteers, Inspire Gravity, Crown Cares, Atlanta Community Food Bank, Union City Health Fair and more; and

**WHEREAS**, Myla has also supported NAMI walks by leading a group of 20 walkers that raised over \$1,500 and she was an official and the youngest sponsor for NAMI Walks 2019; and

**WHEREAS**, when not serving her community, modeling, or competing in pageants, you can find her playing the violin and participating in other youth leadership activities; and

**WHEREAS**, Myla is not only very involved in her community but also actively involved with a number of clubs and organizations at her school to include the Westlake Orchestra, Future Leaders of Westlake (F.L.O.W), Being Empowered Through Education (BEE Club), in addition to being crowned Miss Junior in Westlake's Homecoming Court; and

**WHEREAS**, with United Sound, she also mentors' special needs youth and teaches them to play the violin.

**NOW, THEREFORE BE IT RESOLVED**, that the Mayor and the City Council of the City of South Fulton hereby proclaim Saturday, June 20, 2020 as **"Myla Chelle' Hadley Day"** in the City of South Fulton, Georgia.

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**Councilwoman Catherine Foster Rowell, Ph.D, District 1**



## City of South Fulton

**WHEREAS**, Dr. Edward Delano Jonas, Jr. was born into the loving arms of Edward D. Jonas, Sr. and Gaynelle Willoughby Jonas in Atlanta, Georgia on September 18, 1946;

**WHEREAS**, always an avid learner, Dr. Jonas excelled in his educational endeavors, entering Morehouse College on early admissions;

**WHEREAS**, Dr. Jonas was a trailblazer. When Morehouse College did not offer a Bachelor of Science in Psychology, he invested in himself and created one, recognizing that it was not about him, for he wanted to create a door of opportunity for generations to come;

**WHEREAS**, never one to quit, he continued his educational ambitions by receiving a Masters in Educational Psychology from Atlanta University in 1973, and a Ph.D. in Educational Psychology from The University of Michigan in 1977;

**WHEREAS**, Dr. Jonas developed a love for God at an early age. He was a true servant, acknowledging through his many acts of service that “to whom much is given, much is required”. His gifts and talents were exemplified in his service as President of United Methodist Men, President of the Church Council, and member of the Scholarship Committee at Warren United Methodist Church. He led by example, demonstrating that God was the head of his life, through his dedication and witness;

**WHEREAS**, even after retirement, Dr. Jonas, knew that the call on his life was to continue in service. He rolled up his sleeves and became a fabric of the community; creating things, revising things, or moving things around to make room for people to have a successful life. He wanted to make sure the community had the same opportunity to receive their fair share of resources and services;

**WHEREAS**, Dr. Jonas was a devoted family man. He met the love of his life, Veta, in high school and made a decision, then, to invest in their relationship, so much so, that on August 10, 1968 he sealed the deal and married his high school sweetheart. To this beautiful 51-year union, they were blessed with two adorable children and one amazing grandson who is his hope for the future;

**NOW, THEREFORE, BE IT RESOLVED**, that the Mayor and City Council honors the memory of Dr. Jonas, recognizes his many contributions of service to the community, acknowledges his steadfast Christian leadership and do hereby proclaim Monday, July 6, 2020 as **DR. EDWARD DELANO JONAS, JR. DAY** in the City of South Fulton.

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**Mayor William “Bill” Edwards**



## **City of South Fulton**

**WHEREAS**, Mr. Aaron Miles Johnson is a graduate of Westlake High School and was recognized as a Star Senior and Legacy Builder of his graduating class of 2020;

**WHEREAS**, Aaron has been an amazing leader to his peers and those around him by serving as a peer mentor to youth providing life and social skills;

**WHEREAS**, Aaron has won multiple awards such as the Georgia Certificate of Merit, Top Student Awards in Pre-Calculus and Advanced Placement US History, South Atlanta Regional Most Positive Athlete, Principal's Scholar, Principal's List and Band Scholar;

**WHEREAS**, during his matriculation at Westlake High School he was a member of the National Honor Society, BETA Club, Science National Honor Society, in addition to serving as the HOSA President;

**WHEREAS**, he has been active in the community and been a voice for other youth through his service on the Fulton County Youth Commission and the Georgia State Superintendent Student Advisory Council;

**WHEREAS**, he has proven that not only was he a model student, but an avid tennis player and an accomplished musician as evidenced by his participation in the Mighty Marching Lions Band as the section leader of the mellophones;

**WHEREAS**, Aaron Johnson plans to attend Howard University and study biology on a premed track and will continue to make his family and community proud;

**NOW, THEREFORE BE IT RESOLVED**, that the Mayor and the City Council of the City of South Fulton hereby proclaim Saturday, June 27, 2020 as "**Aaron Miles Johnson Day**" in the City of South Fulton, Georgia.

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**Councilwoman Catherine Foster Rowell, Ph.D., District 1**



## City of South Fulton

**WHEREAS**, on July 16, 1922, in Savannah, Georgia, the lives of Christopher Frederick Brown and Helen Robinson Brown changed forever. They were blessed to welcome into their hearts a beautiful bouncing baby boy, Matthew Southall Brown;

**WHEREAS**, Rev. Brown (as he will later be called), felt compelled to serve his country enlisting in the United States Army, serving in the 9<sup>th</sup> Division, 60<sup>th</sup> Regiment, Company E. It was during World War II that General Dwight D. Eisenhower, temporarily desegregated the United States Army, which would provide enough military manpower to stop the German Advance into Belgium;

**WHEREAS**, to close this bulge, Black soldiers were needed and, Pastor Brown served in the 2221 Negro Infantry Volunteer unit, giving rise to the name, The Battle of the Bulge;

**WHEREAS**, on November 15, 1945, Pastor Brown was honorably discharged from the Army, receiving the World War II Victory Medal, The American Theater Ribbon, the EAMET Service Medal and, The Good Conduct Medal;

**WHEREAS**, upon completion of his military duties, Pastor Brown, always an avid learner, resumed his education at Georgia State Industrial College, now Savannah State University, later earning a B.D degree from the American Baptist Seminary in Nashville, Tennessee.

**WHEREAS**, being raised in a God-fearing home, when he heard the voice of Lord saying, “whom shall I send and who will go for us?”, he quickly responded, “here I am; send me;”

**WHEREAS**, in 1961, Pastor Brown was ordained to preach the gospel. He faithfully led two congregations before being installed in 1969 as Senior Pastor of St. John Baptist Church, referred to as “the Mighty Fortress”, in Savannah, Georgia, where he served for 35 years;

**WHEREAS**, in 1993, the 102-year-old St. John Church experienced a devastating loss due to a fire, however, under his dynamic leadership, Pastor Brown shepherded a massive rebuilding campaign, completing the new edifice in 1995;

**WHEREAS**, as a visionary, spiritual leader, religious mentor and community activist, Pastor Brown is often called on by many, as was the case in 2009 when he offered the opening prayer as Guest Chaplain for the United States of Representatives;

**NOW, THEREFORE, BE IT RESOLVED**, that the Mayor and Council recognizes Pastor Brown for his legacy to the community, acknowledges his phenomenal leadership, joins with family and friends in celebration of his 98<sup>th</sup> birthday and do hereby proclaim Thursday, July 16, 2020 as **PASTOR MATTHEW SOUTHALL BROWN, SR. DAY** in the City of South Fulton, Georgia.

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**Mayor William “Bill” Edwards**

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**Councilwoman Helen Z. Willis**  
Page 424 of 692



## City of South Fulton

**WHEREAS**, Penny Wolfe began her affiliation with Fulton County Fire Rescue Department in 1978 as an Administrative Assistant;

**WHEREAS**, never one to be satisfied with the status quo, Penny always looked for ways she could make a difference in her life and the life of others. She believed in leading by example;

**WHEREAS**, she progressed through the department holding several roles to include Office Manager, Director of Administrative Services, and Department of Human Resources Generalist;

**WHEREAS**, Penny was excited when the City of South Fulton was incorporated in 2017, and thus, continued her service by transitioning to the City of South Fulton on February 26, 2018;

**WHEREAS**, in October 2018, Penny joined forces with the amazing City of South Fulton Human Resources Department as a Human Resources Generalist, providing city-wide employee relations;

**WHEREAS**, Penny as one who is patient, encouraging, notable, nurturing, youthful, and energetic, she has undoubtedly touched every person that ever worked for the Fulton County Fire Rescue and City of South Fulton in immeasurable ways;

**WHEREAS**, as a City, we are better because of her creative talents, strong work ethics, and determination to make a difference. We are forever grateful for her, not only as a colleague, but a wonderful person;

**NOW THEREFORE, BE IT RESOLVED**, that the Mayor and City Council of the City of South Fulton, thanks Penny for the outstanding work she has done, wishes her much success in her retirement and do hereby proclaim Thursday, July 16, 2020 as ***PENNY WOLF APPRECIATION DAY*** in the City of South Fulton.

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**Mayor William “Bill” Edwards**





## **City of South Fulton**

WHEREAS, Curlie Lee Spencer (C.L.), is the son of the late Mr. and Mrs. Ed and Lula Spencer. He was born in the New Hope Community near Smithville, Mississippi, on July 27, 1926.

WHEREAS, Curlie Lee Spencer left home at the age of 15 and began working at a Lumbermill in Lumber City, Georgia. While driving lumber trucks to Union Camp in Savannah, GA, he met the love of his life Doretha Baker. He married Doretha Baker on August 15, 1943, and they were married for 70 years. To this union, six children were born, one of whom preceded him in death;

WHEREAS, in 1944, Curlie Lee Spencer was drafted into the United States Army. He was stationed in Oklahoma and later Germany, where he lived for ten months before being transferred to North Carolina. He served three years in the Army before being honorably discharged. C.L. returned to Lumber City after his military service and worked as a sharecropper. Mr. Lee and his wife Doretha purchased their first piece of property, 26 1/2 acres of land, for \$1,200.00, which was unheard of for a black man in the South;

WHEREAS, he was a God-fearing man who accepted Christ at an early age and loved being a servant exemplified through his service as a longtime member of St. Paul Missionary Baptist Church, where he served as the Chairman of the Deacon board for decades. He was also an usher, prayer leader, treasurer, and overall dedicated servant in the church. Through his faith in God, prayer, and determination, he was able to purchase over 250 acres of land in Wheeler County during his lifetime. C.L. always said the bible says leave your children an inheritance, and he made sure that each of his children were deeded a farm before his death. Their family life lessons, discipline, and strict love molded so many generations, and C.L. consistently showed-through his actions-what can be accomplished through faith and hard work;

WHEREAS, on Friday, July 10, 2020, God said, "well done, my good and faithful servant," and called C.L. from labor to reward at the tender age of 93;

**THEREFORE, BE IT RESOLVED, that the Mayor and Council acknowledge Mr. Curlie Lee for his Christian example, appreciates the impact he has made in the lives of so many, extends condolences to family and friends in celebration of a life well-lived, and do hereby proclaim, Saturday, July 18, 2020, as "MR. CURLIE LEE SPENCER DAY" in the City of South Fulton.**

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**Councilwoman Helen Z. Willis, District 1**



## **City of South Fulton**

### *Curtis Woodhouse, Westlake High School*

**WHEREAS**, Westlake High School's Curtis Woodhouse was named the finalist for FOX 5's "High 5 for Teachers" contest. The annual contest recognizes Georgia's most exceptional high school educators.

**WHEREAS**, Woodhouse teaches Intro to Law, Criminal Essentials, and Criminal Investigation. Through his curriculum, he is teaching students how to make the world a better and safer place.

**WHEREAS**, Woodhouse is also committed to cultivating the next generation of leaders and giving all students the chance to make a difference in their school, community and on an even larger scale.

**WHEREAS**, Mr. Woodhouse is a 2-time published author of books entitled; (2019) "Youth Leadership & Decision Making", (2020) "Teens Can Lead Too".

**WHEREAS**, this school year, Woodhouse launched Future Leaders of Westlake (FLOW), an initiative that has already attracted more than 200 students.

**WHEREAS**, the program helps participants to enhance their leadership skills through retreats, community service projects, seminars, and conferences. The program also focuses on increasing student achievement, modeling integrity, good citizenship, critical thinking, and the importance of lifelong learning.

**WHEREAS**, since the inception of the program, students have had the opportunity to participate in a leadership conference with the Atlanta Hawks, visited the State Capitol, hosted voter registration events, gave back to the community through turkey and toy drives, and shared their experiences with students in feeder schools;

**WHEREAS**, Woodhouse's program is already having a major impact on the high schoolers of Westlake. The program is filling a void and helping to solve a problem that has not been adequately addressed.

**WHEREAS**, In April 2020, Mr. Woodhouse was named "Fox 5 "High Five Teacher Award" and Westlake High School was award \$2500 for him winning.

**NOW, THEREFORE BE IT RESOLVED**, that the Mayor and the City Council of the City of South Fulton recognizes the contribution of one of our City's most beloved educators and hereby proclaim Friday, July 17, 2020 as "**CURTIS WOODHOUSE DAY**" in the City of South Fulton, Georgia.





## City of South Fulton

As a mark of respect for Rev. C.T. Vivian's memory, longstanding record of service and invaluable contributions to the fight for civil rights, I hereby order, by the authority vested in me by the Charter of the City of South Fulton, that the flags of the United States, the State of Georgia and the City of South Fulton shall be flown at half-staff at all public buildings and grounds from 12:30 p.m. July 21 until 12:30 p.m., July 22, 2020. I also direct that the city shall observe a minute of silence in Rev. Vivian's honor at 12 p.m. on July 21, 2020.

**IN WITNESS WHEREOF,** I have hereunto set my hand this twentieth day of July, in the year of our Lord two thousand twenty.

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**Mayor William "Bill" Edwards**



## City of South Fulton

As a mark of respect for U.S. Rep. John Lewis' memory, longstanding public service, vital work for civil rights and residency of the city, I hereby order, by the authority vested in me by the Charter of the City of South Fulton, that the flags of the United States, the State of Georgia and the City of South Fulton shall be flown at half-staff at all public buildings and grounds from 12 p.m. July 20 until 12 p.m., July 21, 2020. I also direct that the city shall observe a minute of silence in Representative Lewis' honor at 12 p.m. on July 20, 2020.

**IN WITNESS WHEREOF**, I have hereunto set my hand this twentieth day of July, in the year of our Lord two thousand twenty.

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**Mayor William "Bill" Edwards**

**GOVERNMENT OF THE CITY OF SOUTH FULTON**

Office of the City Manager

WILLIAM "BILL" EDWARDS  
MAYOR



ODIE DONALD II  
CITY MANAGER

**MEMORANDUM**

**TO:** Council Approval of Board Appointment

**DATE:** July 28, 2020

**SUBJECT:** Council Approval of Board Appointment

**REFERENCE:**

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**CONCLUSION:**

**BACKGROUND:**

**FISCAL IMPACT:**

**GOVERNMENT OF THE CITY OF SOUTH FULTON**

Office of the City Manager

WILLIAM "BILL" EDWARDS  
MAYOR



ODIE DONALD II  
CITY MANAGER

**MEMORANDUM**

**TO:** Council Approval of IGA with Chatt Hills Fire Rescue

**DATE:** July 28, 2020

**SUBJECT:** Council Approval of IGA with Chatt Hills Fire Rescue

**REFERENCE:**

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**CONCLUSION:**

**BACKGROUND:**

**FISCAL IMPACT:**

**ATTACHMENTS:**

| Description                      | Type       | Upload Date |
|----------------------------------|------------|-------------|
| IGA with Chatt Hills Fire Rescue | Cover Memo | 7/23/2020   |

## **AGREEMENT OF AUTOMATIC AID**

### **City of South Fulton Fire & Rescue and Chattahoochee Hills Fire Rescue**

This Agreement of Automatic Aid (referred to herein as “Agreement”) is entered into by and between the City of South Fulton, a political subdivision of the State of Georgia, acting by and through its duly elected Mayor and Council, and the City of Chattahoochee Hills, Georgia, organized and existing under the laws of the State of Georgia (referred to herein as “Chattahoochee Hills”), acting by and through its duly elected Mayor and Council (the parties collectively referred to herein as the “Parties”).

### **WITNESSETH:**

**WHEREAS**, City of South Fulton and City of Chattahoochee Hills are contiguous,

**WHEREAS**, City of South Fulton and City of Chattahoochee Hills each maintain and staff a fire department for fire prevention, fire suppression, hazardous material, technical rescue, and support services;

**WHEREAS**, City of South Fulton and City of Chattahoochee Hills have determined that it is to the mutual advantage and benefit of each of the Parties hereto that they render supplemental automatic assistance to the other Party for fire suppression in accordance with this Agreement, and to take part in joint training exercises; and

**WHEREAS**, it is the desire of the Parties hereto to enter into this Agreement for automatic aid (referred to herein as “Automatic Aid”) pursuant to the 1983 Constitution of the State of Georgia, Article IX, Section II, Paragraph 3 and the Official Code of Georgia Annotated O.C.G.A. § 36-69-3, et seq.- “The Georgia Mutual Aid Act.”

**NOW THEREFORE**, in consideration, of the mutual covenants contained herein, and for other good and valuable consideration, the Parties hereunto agree as follows:

### **ARTICLE 1: AUTOMATIC AID**

**Paragraph 1.0** The Parties shall establish a mutually beneficial response district (referred to herein as the “Response District”) which shall exist within and up to certain feasible boundary limits as designated and agreed upon by the South Fulton Fire Chief and Chattahoochee Hills Fire Chief. Said agreed upon bounds will be recorded in a document written and signed by both the South Fulton Fire Chief and the Chattahoochee Hills Fire Chief. Subsequently, that document shall be attached and incorporated into this Agreement as “Addendum A.” The Response District may be changed to reflect additions or deletions of response areas with the written approval or both parties.

**Paragraph 1.1** In the event of a fire emergency in the Response District, City of South Fulton and City of Chattahoochee Hills shall furnish such fire resources as defined in the Memorandum of Understanding (“MOU”) attached as “Addendum B” to cope with the fire emergency, in addition to the first response assignment, but subject to the limitations herein after set forth in this Agreement. In consideration of each Party’s automatic assistance to the other upon the occurrence of an emergency condition in any portion of the Response District, a predetermined number of firefighting equipment and personnel of both parties shall be dispatched, to such point

where the emergency condition hereinafter stated. Details as to amounts and types of assistance to be dispatched, methods of dispatching and communications, training programs and procedures will be developed by the South Fulton Fire Chief and Chattahoochee Hills Fire Chief. These details are stipulated in the MOU and signed by the Chiefs of both Parties. Said MOU may be revised or amended at any time by mutual agreement of the Fire Chiefs as conditions may warrant.

**Paragraph 1.2** The level of Automatic Aid shall exist at a level mutually agreed upon by the South Fulton Fire Chief and Chattahoochee Hills Fire Chief as stated in the MOU. Any dispatch of equipment and personnel pursuant to this Agreement is subject to the following conditions:

- a. The predetermined amount of aid, type of equipment and number of personnel shall be sent, unless such amount of assistance is unavailable due to emergency conditions confronting either Party's forces at the time of need for assistance under this Agreement.
- b. In fulfilling their obligations provided in this Agreement, both Parties shall comply with the procedures set forth in the MOU attached in Addendum B.

**Paragraph 1.3** It is further agreed that the Fire Chiefs of both City of South Fulton and Chattahoochee Hills, or their designees, will ensure training is schedule between South Fulton Fire Rescue and Chattahoochee Hills Fire Rescue, at a minimum, Quarterly in accordance with the MOU. This will insure the operational efficiency of this Agreement.

**Paragraph 1.4** The amount and type of assistance, fire rescue response, limitations, training, communications, dispatch to emergencies, incident command, fire incident reporting are stated in detail in the MOU.

## **ARTICLE 2: SUPERVISION**

**Paragraph 2.0** The furnishing jurisdiction shall dispatch a high-level officer of its Fire Department ("Chief Officer") who is a "qualified incident commander" as addressed and described in the Incident Command System and National Incident Management System. The Chief Officer shall coordinate resources of the furnishing jurisdiction and shall report to the Chief Officer of the receiving jurisdiction.

**Paragraph 2.1** When the furnishing jurisdiction's Chief Officer arrives before the Chief Officer of the receiving jurisdiction, the furnishing jurisdiction's Chief Officer shall coordinate and give the general directions as to the work to be done. This officer will be in command until properly relieved by the Chief Officer of the jurisdiction receiving aid.

**Paragraph 2.2** Personnel who are being furnished will work under their own supervisors and with their own equipment except as provided in paragraph 2.0.

**Paragraph 2.3** All general direction, relative to the work, will be given by the appropriate officers of the receiving jurisdiction to the Chief Officer of the furnishing jurisdiction under the authority of O.C.G.A. 36-69-3(b) & (e), except as provided in paragraph 2.1.

### **ARTICLE 3: LIABILITY**

**Paragraph 3.0** There is no special duty imposed by this Agreement on either Party and/or its respective personnel to respond to fire, rescue, or any other calls and/or requests pursuant to this Agreement as per O.C.G.A. 25-6-5-(a) and other applicable laws.

**Paragraph 3.1** No employee of a Party shall be deemed to be an employee and/or agent of the other party because of any action or incident arising pursuant of this Agreement, as per O.C.G.A.25-6-5-(b) and other applicable laws.

**Paragraph 3.2** All damages or repairs to any equipment or apparatus shall be the responsibility of the owner jurisdiction as per O.C.G.A.25-6-5-(c) and other applicable laws.

**Paragraph 3.3** Equipment, personnel, and/or services provided pursuant to the Agreement as Automatic Aid, for periods or durations not exceeding 24 hours, shall be provided at no charge to the party requesting aid, unless an expendable item such as foam was provided. These expendable items shall be replaced by the party requesting aid. However, any expenses recoverable from third Parties shall be equitably distributed among responding parties. Nothing herein shall operate to bar recovery of funds from any state or federal agency under any existing statute, regulation or law.

### **ARTICLE 4: CONSIDERATIONS**

**Paragraph 4.0** No party under this Agreement will be required to pay any compensation to any other party under this Agreement for services rendered pursuant to this Agreement.

**Paragraph 4.1** It is expressly agreed that the mutual advantage and protection afforded by this Agreement is adequate consideration to both Parties for services rendered pursuant to this Agreement.

**Paragraph 4.2** Each Party to this Agreement shall comply with the Workers' Compensation laws of the State of Georgia at no cost to the other party.

**Paragraph 4.3** Each Party shall pay the salaries, benefits, and all other compensation of its own personnel at no cost to the other party.

### **ARTICLE 5: RELEASE OF CLAIMS**

**Paragraph 5.0** Each Party agrees to release the other party from all liabilities, claims, judgements, costs, or demands for damage to its own property, whether directly or indirectly arising out of the use of any vehicle, equipment, or apparatus by the party to which said property does not belong during the provision of service pursuant to this Agreement.

### **ARTICLE 6: INJURIES TO PERSONNEL**

**Paragraph 6.0** Any damage or other compensation which is required to be paid to any employee by reason of an injury occurring while their services are being utilized by the responding and/or receiving jurisdictions, pursuant to this Agreement, shall be the sole liability and responsibility of the party regularly employing that employee.

## **ARTICLE 7: THIRD PARTY BENEFICIARIES**

**Paragraph 7.0** This Agreement shall not be construed as, or deemed to be, an Agreement for the benefit of any third party, and no third party shall have any right of action hereunder, for any cause whatsoever.

## **ARTICLE 8: TERM OF AGREEMENT**

**Paragraph 8.0** This Agreement shall commence upon its approval and appropriate recording in the minutes by the respective governing bodies of the Parties. This Agreement shall stand automatically renewed by the Parties on January 1, and each year thereafter on January 1, unless and until such time as written notice of termination or notification is received by either Party at least ninety (90) days prior to the expiration of the first term or any renewal term thereafter.

## **ARTICLE 9: DISPATCHING OF ALARM AUTOMATIC AID**

**Paragraph 9.0** Fulton County emergency services (referred to herein as the "Fulton County 911 Center") will dispatch all first responder units as per this Agreement. Fire apparatus will respond on first and multiple alarm structural fire in the Response District. Aid will be dispatched to reported structural fires on the initial alarm. The aid shall be provided 24 hours a day, 365 days a year.

## **ARTICLE 10: ENTIRE AGREEMENT**

**Paragraph 10.0** This Agreement shall constitute the entire Agreement between the Parties and no modification thereof shall be binding unless evidenced by a subsequent signed written agreement.

**Paragraph 10.1** This Agreement shall be the sole instrument for the provision of emergency fire and rescue service aid between the parties.

## **ARTICLE 11: TERMINATION**

**Paragraph 11.0** Either Party to this Agreement may terminate the Agreement, for any cause, by giving not less than ninety (90) days advance written notice to the other party.

## **ARTICLE 12: SEVERABILITY OF TERMS**

**Paragraph 12.0** In the event any part or provision of this Agreement is held to be invalid, the remainder of this Agreement shall not be affected thereby and shall continue in full force and effect.

## **ARTICLE 13: NOTICES**

**Paragraph 13.0** All notices or other communications required or permitted to be given under this Agreement shall be in writing.

All notices shall be deemed to have been duly delivered to the party intended to receive said notice or communication when delivered personally, in hand, or when mailed by certified or registered mail, return receipt requested, with proper postage prepaid and addressed to the appropriate party at the appropriate address as identified below:



To City of South Fulton:

City of South Fulton  
Attn: City Manager  
5440 Fulton Industrial Blvd  
Atlanta, Ga 30336

City of South Fulton  
Attn: Fire Chief  
5440 Fulton Industrial Blvd Atlanta,  
Ga 30336

To City of Chattahoochee Hills

City of Chattahoochee Hills  
Attn: City Manager  
6505 Rico Rd  
Chattahoochee Hills Ga 30268

City of Chattahoochee Hills  
Attn: Fire Chief  
6505 Rico Rd  
Chattahoochee Hills Ga 30268

#### **ARTICLE 14: GOVERNING LAW**

**Paragraph 14.0** This Agreement shall be governed in all respects by the laws of the State of Georgia. Should any litigation arise under the provisions of the Agreement or related to this Agreement, proper venue shall lie in a court of competent jurisdiction in Fulton County.

#### **ARTICLE 15: ADEQUATE COVERAGE FOR OWN JURISDICTION**

**Paragraph 15.0** Each Party is responsible for providing adequate coverage for its own jurisdiction. Each Party's foremost responsibility is to its own citizens. The provisions of this Agreement shall not be construed to impose any responsibility or unconditional obligation on any Party to this Agreement to provide aid and assistance pursuant to a request from another Party. When a Party is unable to honor a request for aid and assistance, the Party will immediately inform the Party requesting aid that it will not be able to provide mutual Automatic Aid.

#### **ARTICLE 16: INSURANCE**

**Paragraph 16.0** Each party to this Agreement shall procure and maintain such insurance as is required by applicable federal and state law to cover its personnel, equipment, vehicles, property, and obligations hereunder, including but not limited to liability insurance, workers' compensation insurance, automobile liability insurance and property insurance. Each Party may self-fund its insurance obligation.

## **ARTICLE 17: COUNTERPARTS**

**Paragraph 17.0** This Agreement may be executed in any number of duplicate originals and each duplicate original shall be deemed to be an original and all of which shall constitute but one and the same instrument.

**IN WITNESS WHEREOF**, the Parties hereto have caused this Agreement to be executed by their authorized representatives below.

### **Addendum A**

The 'Response District' for the 'Automatic Aid Response' Agreement between the City of South Fulton and the City of Chattahoochee Hills Fire Departments will be considered the corporate limits of both cities. The assistance that will be furnished to each other in the 'Response District' is addressed in Addendum B. This 'Response District' is mutually beneficial to both City of South Fulton and City of Chattahoochee Hills in responding to fire related emergencies. The 'Response District' may be modified through a written agreement of both the Fire Chiefs of City of South Fulton and City of Chattahoochee Hills, or their designees, as staffing, equipment, and local conditions within both municipalities evolve.

## **Addendum B**

### **MEMORANDUM OF UNDERSTANDING**

#### **AGREEMENT OF AUTOMATIC AID BETWEEN THE CITY OF SOUTH FULTON FIRE RESCUE AND THE CITY OF CHATTAHOOCHEE HILLS FIRE RESCUE**

This Memorandum of Understanding (“MOU”) is authorized by the Mayor and council of both The City of South Fulton and The City of Chattahoochee Hills in an agreement dated \_\_\_\_\_.

The purpose of this MOU is to outline the procedures for implementing the Automatic Aid or Assistance response between the City of South Fulton Fire Rescue and the City of Chattahoochee Hills Fire Rescue. This MOU is a guide for routine operations.

#### **AMOUNT AND TYPE OF ASSISTANCE**

This Agreement is for the exchange of fire service in specified Response District. Fire apparatus will respond on first or multiple alarm structural fire incidents in the Response District.

Companies required in addition to first or multiple alarm assignment must be requested in accordance with procedures established in this Agreement.

The 'Automatic Response' that may normally be expected within the ' Automatic Response District' for structure fire responses only will be:

##### **South Fulton Fire Department:**

One (1) Ladder Truck with 3-4 Firefighters and/ or Engine Company (Class A) with 3-4 Firefighters, and

One (1) Battalion Chief.

##### **Chattahoochee Hills Fire Department:**

One (1) Ladder Truck with 3-4 Firefighters and/ or Engine Company (Class A) with 3-4 Firefighters, and

One (1) Battalion Chief.

These response levels may be altered by written agreement between the Fire Chiefs of both City of South Fulton and The City of Chattahoochee Hills, or their designees, depending on local conditions or circumstances. Additionally, these response levels may be altered in the future as local staffing, equipment, and conditions evolve.

#### **LIMITATIONS**

If the agreed upon response from either Party is not available or is temporarily depleted, the assisting department need not respond. However, if a fill-in company is in quarters at a fire station, which is part of the Agreement, that company will respond. If the response is not available, the other party will be notified immediately.

## **TRAINING**

Joint training exercises are to be conducted, at a minimum, Quarterly. The training exercises will be coordinated and observed by the City's Fire Chiefs, for the purpose of maintaining coordination in firefighting procedures, dispatching, and communications. The following topics may be utilized for the establishment of training parameters, when applicable:

- Apparatus Familiarization
- Coordination of Engine Companies and MICUs
- EMS Procedures
- Equipment/Minor Tools Carried
- 5-inch Hose Program Procedures
- HART Procedures and Capabilities
- High-Rise Plan
- Incident Command System
- Communications Manual of Procedures
- Fire Ground Strategy and Tactics
- Live Fire Evolutions
- Water Shuttle Operations
- Search and Rescue Operations
- RIC (Rapid Intervention Crew) Operations
- Incident Safety Officer
- Use of Water Additives
- Water Rescue and Underwater Recovery Operations

## **COMMUNICATIONS**

Communications between both cities is provided by Fulton County 911 center.

Communications from dispatch center to mobile units will be on 800MHZ frequency.

Communications procedures and documents for verifying response and communicating at incidents will be developed between departments and updated as needed thereafter. Radios necessary for communications will be responsibility of each department. Maintenance training and replacement of radios will be the responsibility of the department that owns the radios.

## **DISPATCH TO EMERGENCIES**

Upon receipt of an alarm in any of the designated response areas, the Fulton County 911 center will immediately dispatch both cities. Should the agreed upon assistance not be available, the requesting department will be notified.

### **INCIDENT COMMAND**

The officer on the first arriving company will take command of the incident until relieved by the appropriate authority. Overall, the jurisdictional department upon arrival at the scene will assume command of the incident.

### **FIRE INCIDENT REPORTING**

Each department will be responsible for obtaining needed information to complete fire and emergency medical service reports for incidents within their respective jurisdictions. Assisting units shall cooperate with jurisdictional units to provide necessary information.

### **REVISIONS**

This MOU may be revised or amended at any time by mutual agreement of the Fire Chief of the City of South Fulton and the City of Chattahoochee Hills.

Date \_\_\_\_\_

BY CITY OF SOUTH FULTON, GEORGIA:

Attest:

\_\_\_\_\_  
Diane White, City Clerk                      Date

\_\_\_\_\_  
William Bill Edwards, Mayor              Date

Approved as to Form:

\_\_\_\_\_  
Emilia C. Walker, City Attorney      Date

\_\_\_\_\_  
Sterling P. Jones, Interim Fire Chief      Date

BY CITY OF CHATTAHOOCHEE HILLS, GEORGIA:

Attest:

\_\_\_\_\_  
Dana Wicher, City Clerk      Date

\_\_\_\_\_  
Tom Reed, Mayor              Date

Approved as to Form:

\_\_\_\_\_  
Rick Lindsey, City Attorney      Date

\_\_\_\_\_  
Greg Brett, Fire Chief              Date



**GOVERNMENT OF THE CITY OF SOUTH FULTON**

Office of the City Manager

WILLIAM "BILL" EDWARDS  
MAYOR



ODIE DONALD II  
CITY MANAGER

**MEMORANDUM**

**TO:** Council Approval of Award the Contract to Atlas

**DATE:** July 28, 2020

**SUBJECT:** Council Approval of Award the Contract to Atlas

**REFERENCE:**

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**CONCLUSION:**

**BACKGROUND:**

**FISCAL IMPACT:**

**ATTACHMENTS:**

| Description                   | Type       | Upload Date |
|-------------------------------|------------|-------------|
| Memo_ROW Acquisition Services | Cover Memo | 7/23/2020   |

# GOVERNMENT OF THE CITY OF SOUTH FULTON

## Office of the City Manager

WILLIAM “BILL” EDWARDS  
MAYOR



ODIE DONALD II  
CITY MANAGER

### MEMORANDUM

**TO:** Honorable Mayor William “Bill” Edwards & City Council Members

**FROM:** Odie Donald II   
City Manager

**DATE:** June 30, 2020

**SUBJECT:** Approval to Award Contract for Right-of-Way (ROW) Services

#### Background

The Department of Public Works issued a Request for Proposals (RFP) to solicit services from a vendor to provide a wide range of easement and right of way acquisition services for the Capital Improvement Program (CIP)- locally and federally funded projects and TSPLOST program. The CIP and TSPLOST include six and ten active projects, respectively. RFPs were issued on April 20, 2020 and were received on the first week of May 2020.

Services needed for the rights of way acquisition varies in accordance of the number of needed parcels recommended for acquisition during design of a project. The typical process includes titles reports; appraisals; appraisal reviews; negotiations; and closings; and other related acquisition services. Upon completion, a consultant would complete a Project Report. The Report shall summarize in detail all steps required to certify the rights of way before a project can be let to construction. A detailed description for the rights of way services is attached as Exhibit A.

Four (4) well qualified and experienced firms in the type of easement and right-of-acquisition services required by Public Works Departments during the design phase of capital projects responded with proposals which were evaluated by the Department. The Department chose the most responsive and responsible firm that submitted the lowest bid to perform the work set forth in the Request for Proposals (RFP), as depicted in Tables 1A and 1B. The company is Atlas and the budget consideration is \$950,750.

#### Fiscal Impact

Rights of Way acquisition for the projects will be funded out of the following accounts as Deemed necessary:

|    |                                |                  |
|----|--------------------------------|------------------|
| 1. | 1. 351-4100-54-1400:           | \$510,900        |
| 2. | 2. 335-4100-54-1401 (TSPLOST): | <u>\$439,850</u> |
|    | <b>TOTAL:</b>                  | <b>\$950,750</b> |

**Recommendation**

Request Council approval to award contract to Atlas to provide right-of-way acquisition services in an amount not to exceed \$950,750.

Should you need further information regarding this correspondence, please contact Antonio Valenzuela at [antonio.valenzuela@cityofsouthfultonga.gov](mailto:antonio.valenzuela@cityofsouthfultonga.gov).

## **Right of Way Acquisition Scope of Services**

**Scope of Services:** Right-of-Way Acquisition Services include, but are not limited to, the administration, support and management of services in the areas of project set-up, title research, appraisal, acquisition, condemnation, relocation, and surplus property management.

The City has an ongoing road projects under their TSPLOST program that are being designed under local guidelines and Capital projects that are being designed following the GDOT Plan Development Process.

The Consultant shall provide management, support, and oversight services necessary to coordinate, plan, direct, control or perform the following services:

1. Secure reports on each parcel and review for error and omissions upon completion. The consultant shall provide a title report for each parcel. The City of South Fulton may require assistance to expedite preparation of reports on certain parcels.
2. Coordinate the preparation of real property appraisals and other valuations, damages, and/or cost-to-cure reports.
  - a. Assist with procuring services from independent contractors, if needed. Appraisers must be pre-qualified to perform appraisal services for GDOT. All appraisals shall be prepared in accordance with State guidelines.
3. Coordinate review appraisal services, when necessary and required.
  - a. Review appraisal values to ensure the reported values are consistent from one property to another within the project limits.
  - b. Coordinate formal review when necessary.
  - c. All appraisals shall be reviewed and approved by certified Review Appraiser.
4. Coordinate and/or perform pre-acquisition and acquisition services:
  - a) Interpret right-of-way and construction plans, analyze title reports, secure appraisals, appraisal review reports, and /or other valuations.
  - b) Set-up files prepare forms and acquisition documents.
  - c) Prepare initial notifications and correspondence to property owners. Conduct initial contacts with property owners to verify ownership and property lines, and most importantly establish an atmosphere conducive to amicable negotiations and settlements.
  - d) Prepare and present offers together with required forms and supporting documentation and conduct negotiations, as needed.
  - e) Recommend design revisions to assist settlement, in conjunction with owner counteroffers.

- f) Secure agreements, options, deeds, easements and any other property interests required, provide assistance with processing owner payments, closing services, as needed.
  - g) Maintain files containing required forms and records of negotiation.
  - h) Ensure all deeds and easements are recorded or available for recordation in a timely manner to prevent loss of the acquired property interest.
5. Provide condemnation support and technical advice, if needed
- a. Provide all pertinent information in a complete and organized file needed to prepare an eminent domain suit.
  - b. Prepare the condemnation petitions, when applicable
  - b. Assist the City's Attorney, as needed, in trial preparations.
6. Information management and control Report.
- a. Maintain all appropriate files, reports. All maps, and files must be available for inspection by the City upon notice.
  - b. Audit and review files for quality assurance all work product to ensure compliance with requirements cited herein and all applicable City rules and procedures.
  - c. Upon completion of acquisition, all original acquisition files, maps, reports, documents and electronic files shall be turned over to the City.

Prime Consultants are defined as the firm submitting the Statement of Qualifications and the firm with whom City of South Fulton will contract. The Team is defined as the Prime Consultant and their subconsultants, who are considered team members. The Prequalification Expiration Date must be current by the deadline stated for this ITB.

The Prime Consultant and any subconsultants MUST be prequalified by GDOT in the Right of Way Categories listed below, when applicable to projects:

Number Category  
 A-2 Relocation (Benefits Package Preparation)  
 B-1 Plan Review  
 B-4 Quit Claim Deed Preparation  
 C-1 Appraisal Report  
 C-2 Appraisal Review Report  
 C-3 Cost to Cure Report  
 C-4 Trade Fixture Report  
 C-5 Sign Report  
 C-9 Detailed Cost Estimator  
 C-10 Preliminary Cost Estimator  
 D-1 R/W Project Manager  
 D-2 Pre-Acquisition Agent  
 D-4 Negotiation thru Closing Agent

## D-5 Relocation Negotiation Agent

The consultant shall perform all activities requested for the completion of the Right of Way Acquisition phase of the project. These activities include, but are not limited to the following reviews and tasks:

1. Right of Way Plans
3. Owner/title search
4. Initial contact with owners to review existing property conditions
5. Prepare legal description of land & plat
6. Prepare appraisal
7. Make offer (includes copy of the state's appraisal and written offer)
8. Settle or negotiate a settlement
9. If property owner accepts offer
10. Proceed with closing documents
11. If property owner rejects offer, prepare for eminent domain (condemnation)
12. Final Document shall the certification of the rights of way

**Capital Projects**

| <b>Project ID</b> | <b>Project Name</b>                    | <b># of<br/>Parcels</b> | <b>Acquired</b> | <b>Pending<br/>Acquisition</b> |
|-------------------|----------------------------------------|-------------------------|-----------------|--------------------------------|
| T242              | Butner Road at Stonewall Tell Road     | 15                      | 15              | 0                              |
| T265              | Old National Hwy Sidewalks, Phase II   | 28                      | 0               | 28                             |
| T266              | New Hope Road Sidewalks                | 82                      | 50              | 32                             |
| T270              | Demooney Rd over Deep Creek            | 6                       | 0               | 6                              |
| T271              | Fairburn Road Upgrade, Phase II        | 8                       | 6               | 2                              |
| T276              | Cochran Road over Deep Creek           | 6                       | 0               | 6                              |
| T277              | Cochran Road over Camp Creek           | 4                       | 0               | 4                              |
| T278              | Cascade Road over Branch of Utoy Creek | 4                       | 3               | 1                              |

**TSPLOST Projects**

| <b>Project ID</b> | <b>Project Name</b>                     | <b># of<br/>Parcels</b> | <b>Acquired</b> | <b>Pending</b> |
|-------------------|-----------------------------------------|-------------------------|-----------------|----------------|
| B500              | Butner Road over Camp Creek             | 8                       | 0               | 8              |
| OSI 601           | Butner Road at Camp Creek Pkwy          | 3                       | 0               | 3              |
| OSI 602           | Butner Road at Union Road               | 10                      | 0               | 10             |
| OSI 604           | Campbellton Road at Stonewall Tell Road | TBD                     | 0               | TBD            |
| OSI 610           | Feldwood Road at Bench Mark Drive       | 5                       | 0               | 5              |
| OSI 613           | Old Fairburn Road at Union Road         | 8                       | 0               | 8              |
| OSI 614           | Rivertown Road at Cedar Grove Road      | 10                      | 0               | 10             |
| OSI 615           | Stonewall Tell Road at Union Road       | 11                      | 0               | 11             |
| T260              | Danforth Road                           | 35                      | 28              | 7              |
| T268              | Enon Road                               | 36                      | 30              | 6              |



Unit prices shall be applied for road projects as they are available for acquisition. Parcels that may require condemnation will be handle as a separate task order.

1. Titles Reports should include all necessary documentation in accordance of right of way plans:  
(Includes Preliminary, Required Updates and Final) per parcel: \$ .....
2. Appraisal Reports per parcel: \$.....
3. Negotiations per parcel: \$.....
4. Attorney Closings per parcel: \$.....

**Total Cost per Parcel (items 1 to 4): .....**

**TABLE 1A**  
**RIGHTS OF WAY ACQUISITION SERVICES**  
**CIP PROJECTS**

| Project ID         | Project Name                         | # of Parcels | Acquired | Pending Acquisition | FIRMS         |               |               |                     |
|--------------------|--------------------------------------|--------------|----------|---------------------|---------------|---------------|---------------|---------------------|
|                    |                                      |              |          |                     | Atlas         | Jacobs        | Gresham Smith | Dianna Hunt & Assoc |
| T242               | Butner Road at Stonewall Tell Road   | 15           | 15       | 0                   |               | \$ -          | \$ -          | \$ -                |
| T265               | Old National Hwy Sidewalks, Phase II | 28           | 0        | 28                  | \$ 183,400.00 | \$ 210,840.00 | \$ 330,680.00 | \$ 190,400.00       |
| T266               | New Hope Road Sidewalks              | 82           | 50       | 32                  | \$ 209,600.00 | \$ 240,960.00 | \$ 377,920.00 | \$ 219,200.00       |
| T270               | Demooney Rd over Deep Creek          | 6            | 0        | 6                   | \$ 39,300.00  | \$ 45,180.00  | \$ 70,860.00  | \$ 41,100.00        |
| T271               | Fairburn Road Upgrade, Phase II      | 8            | 6        | 2                   | \$ 13,100.00  | \$ 15,060.00  | \$ 23,620.00  | \$ 13,700.00        |
| T276               | Cochran Road over Deep Creek         | 6            | 0        | 6                   | \$ 39,300.00  | \$ 45,180.00  | \$ 70,860.00  | \$ 41,100.00        |
| T277               | Cochran Road over Camp Creek         | 4            | 0        | 4                   | \$ 26,200.00  | \$ 30,120.00  | \$ 47,240.00  | \$ 27,400.00        |
|                    |                                      |              |          | Total               | \$ 510,900.00 | \$ 587,340.00 | \$ 921,180.00 | \$ 532,900.00       |
| Overall Unit Price |                                      |              |          |                     | \$ 6,500.00   | \$ 7,530.00   | \$ 11,810.00  | \$ 6,850.00         |

**TABLE 1B**  
**RIGHTS OF WAY ACQUISITION SERVICES**  
**TSPLOST PROJECTS**

| Project Name                       | # of Parcels | Acquired | Pending | FIRMS         |               |               |                     |
|------------------------------------|--------------|----------|---------|---------------|---------------|---------------|---------------------|
|                                    |              |          |         | Atlas         | Jacobs        | Gresham Smith | Dianna Hunt & Assoc |
| Butner Road over Camp Creek        | 8            | 0        | 8       | \$ 52,400.00  | \$ 60,000.00  | \$ 94,480.00  | \$ 54,800.00        |
| Butner Road at Camp Creek Pkwy     | 3            | 0        | 3       | \$ 19,650.00  | \$ 22,500.00  | \$ 35,430.00  | \$ 20,550.00        |
| Butner Road at Union Road          | 10           | 0        | 10      | \$ 65,500.00  | \$ 75,000.00  | \$ 118,100.00 | \$ 68,500.00        |
| Feldwood Road at Bench Mark Drive  | 5            | 0        | 5       | \$ 32,750.00  | \$ 37,500.00  | \$ 59,050.00  | \$ 34,250.00        |
| Old Fairburn Road at Union Road    | 8            | 0        | 8       | \$ 52,400.00  | \$ 60,000.00  | \$ 94,480.00  | \$ 54,800.00        |
| Rivertown Road at Cedar Grove Road | 10           | 0        | 10      | \$ 59,950.00  | \$ 75,000.00  | \$ 118,100.00 | \$ 68,500.00        |
| Stonewall Tell Road at Union Road  | 11           | 0        | 11      | \$ 72,050.00  | \$ 82,500.00  | \$ 129,910.00 | \$ 75,350.00        |
| Danforth Road                      | 35           | 28       | 7       | \$ 45,850.00  | \$ 52,500.00  | \$ 82,670.00  | \$ 47,950.00        |
| Enon Road                          | 36           | 30       | 6       | \$ 39,300.00  | \$ 45,000.00  | \$ 70,860.00  | \$ 41,100.00        |
| Total                              |              |          |         | \$ 439,850.00 | \$ 510,000.00 | \$ 803,080.00 | \$ 465,800.00       |
| Overall Unit Price                 |              |          |         | \$ 6,500.00   | \$ 7,530.00   | \$ 11,810.00  | \$ 6,850.00         |

The following proposed fees by Atlas Technical Consultants, LLC will provide certain Right of Way services needed to deliver the subject project from the Notice to Proceed by City of South Fulton to Right of Way certification of the project.

### FEE SCHEDULE

Date: June 8, 2020

**PROJECT DESCRIPTION: Butner Road @ Union Road Intersection Improvement**  
**PROJECT ID OSI 602**

|                                                               |                 |                          |
|---------------------------------------------------------------|-----------------|--------------------------|
| Titles: (Includes Preliminary,<br>Required Updates and Final) |                 |                          |
|                                                               | 10 @ \$500.00   | \$5,000.00               |
| Appraisals                                                    | 10 @ \$1,900.00 | \$19,000.00              |
| Negotiations:                                                 | 10 @ \$2,400.00 | \$24,000.00 (see note 2) |
| Closings/Condemnation                                         |                 |                          |
| Package Preparation:                                          | 10 @ \$750.00   | \$7,500.00 (see note 5)  |
| Attorney Closings                                             | 10 @ \$1,000.00 | <u>\$10,000.00</u>       |
|                                                               | <b>Total</b>    | <b>\$65,500.00**</b>     |

**\*\*NOTES:**

1. Any required appraisal fees are based on completing 388-C (uncomplicated) type appraisal reports.
2. If any parcel that requires the negotiation with an entity other than the fee owner (such as sign owner, tenant, etc.) the fee for negotiating with the additional interest will be \$1,500 per interest.
3. If any specialty reports (sign estimates, cost to cure, trade fixture, etc.) are necessary for the completion of an appraisal report, ATLAS will obtain three (3) bids for the required specialty reports, and City of South Fulton will approve payment prior to ATLAS issuing a Notice to Proceed to the specialty contractor.
4. Any City of South Fulton or attorney required updates (appraisal, negotiations, specialty reports, etc.) will be billed at 50% of the originally billed cost.
5. Condemnation packages will be provided to designated City of South Fulton attorney as requested.

Signed \_\_\_\_\_ Date \_\_\_\_\_  
**CITY OF SOUTH FULTON, GEORGIA**

Signed \_\_\_\_\_ Date \_\_\_\_\_  
**ATLAS TECHNICAL CONSULTANTS, LLC**

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### FEE SCHEDULE

Date: June 8, 2020

**PROJECT DESCRIPTION: Butner Road at Camp Creek Pkwy.**  
**PROJECT ID OSI 601**

|                                                               |                |                         |
|---------------------------------------------------------------|----------------|-------------------------|
| Titles: (Includes Preliminary,<br>Required Updates and Final) |                |                         |
|                                                               | 3 @ \$500.00   | \$1,500.00              |
| Appraisals                                                    | 3 @ \$1,900.00 | \$5,700.00              |
| Negotiations:                                                 | 3 @ \$2,400.00 | \$7,200.00 (see note 2) |
| Closings/Condemnation                                         |                |                         |
| Package Preparation:                                          | 3 @ \$750.00   | \$2,250.00 (see note 5) |
| Attorney Closings                                             | 3 @ \$1,000.00 | <u>\$3,000.00</u>       |
|                                                               | <b>Total</b>   | <b>\$19,650.00**</b>    |

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CITY OF SOUTH FULTON, GEORGIA

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ATLAS TECHNICAL CONSULTANTS, LLC

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### FEE SCHEDULE

Date: June 8, 2020

**PROJECT DESCRIPTION: Butner Road over Camp Creek**  
**PROJECT ID B500**

|                                                               |                |                          |
|---------------------------------------------------------------|----------------|--------------------------|
| Titles: (Includes Preliminary,<br>Required Updates and Final) |                |                          |
|                                                               | 8 @ \$500.00   | \$4,000.00               |
| Appraisals                                                    | 8 @ \$1,900.00 | \$15,200.00              |
| Negotiations:                                                 | 8 @ \$2,400.00 | \$19,200.00 (see note 2) |
| Closings/Condemnation                                         |                |                          |
| Package Preparation:                                          | 8 @ \$750.00   | \$6,000.00 (see note 5)  |
| Attorney Closings                                             | 8 @ \$1,000.00 | <u>\$8,000.00</u>        |
|                                                               | <b>Total</b>   | <b>\$52,400.00**</b>     |

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**CITY OF SOUTH FULTON, GEORGIA**

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**ATLAS TECHNICAL CONSULTANTS, LLC**

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### FEE SCHEDULE

Date: June 8, 2020

**PROJECT DESCRIPTION: Cochran Rd. over Camp Creek**  
**PROJECT ID T277**

|                                                               |                |                         |
|---------------------------------------------------------------|----------------|-------------------------|
| Titles: (Includes Preliminary,<br>Required Updates and Final) |                |                         |
|                                                               | 4 @ \$500.00   | \$2,000.00              |
| Appraisals                                                    | 4 @ \$1,900.00 | \$7,600.00              |
| Negotiations:                                                 | 4 @ \$2,400.00 | \$9,600.00 (see note 2) |
| Closings/Condemnation                                         |                |                         |
| Package Preparation:                                          | 4 @ \$750.00   | \$3,000.00 (see note 5) |
| Attorney Closings                                             | 4 @ \$1,000.00 | <u>\$4,000.00</u>       |
|                                                               | <b>Total</b>   | <b>\$26,200.00**</b>    |

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CITY OF SOUTH FULTON, GEORGIA

Signed \_\_\_\_\_ Date \_\_\_\_\_  
ATLAS TECHNICAL CONSULTANTS, LLC

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### FEE SCHEDULE

Date: June 8, 2020

**PROJECT DESCRIPTION: Cochran Rd. over Deep Creek**  
**PROJECT ID T276**

|                                                               |                |                          |
|---------------------------------------------------------------|----------------|--------------------------|
| Titles: (Includes Preliminary,<br>Required Updates and Final) |                |                          |
|                                                               | 6 @ \$500.00   | \$3,000.00               |
| Appraisals                                                    | 6 @ \$1,900.00 | \$11,400.00              |
| Negotiations:                                                 | 6 @ \$2,400.00 | \$14,400.00 (see note 2) |
| Closings/Condemnation                                         |                |                          |
| Package Preparation:                                          | 6 @ \$750.00   | \$4,500.00 (see note 5)  |
| Attorney Closings                                             | 6 @ \$1,000.00 | <u>\$6,000.00</u>        |
|                                                               | <b>Total</b>   | <b>\$39,300.00**</b>     |

**\*\*NOTES:**

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CITY OF SOUTH FULTON, GEORGIA

Signed \_\_\_\_\_ Date \_\_\_\_\_  
ATLAS TECHNICAL CONSULTANTS, LLC



The following proposed fees by Atlas Technical Consultants, LLC will provide certain Right of Way services needed to deliver the subject project from the Notice to Proceed by City of South Fulton to Right of Way certification of the project.

### FEE SCHEDULE

Date: June 8, 2020

**PROJECT DESCRIPTION: Danforth Road**  
**PROJECT ID T260**

|                                                               |                |                          |
|---------------------------------------------------------------|----------------|--------------------------|
| Titles: (Includes Preliminary,<br>Required Updates and Final) |                |                          |
|                                                               | 7 @ \$500.00   | \$3,500.00               |
| Appraisals                                                    | 7 @ \$2,000.00 | \$13,300.00              |
| Negotiations:                                                 | 7 @ \$2,500.00 | \$16,800.00 (see note 2) |
| Closings/Condemnation                                         |                |                          |
| Package Preparation:                                          | 7 @ \$750.00   | \$5,250.00 (see note 5)  |
| Attorney Closings                                             | 7 @ \$1,000.00 | <u>\$7,000.00</u>        |
|                                                               | <b>Total</b>   | <b>\$45,850.00**</b>     |

**\*\*NOTES:**

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**CITY OF SOUTH FULTON, GEORGIA**

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**ATLAS TECHNICAL CONSULTANTS, LLC**

The following proposed fees by Atlas Technical Consultants, LLC will provide certain Right of Way services needed to deliver the subject project from the Notice to Proceed by City of South Fulton to Right of Way certification of the project.

### FEE SCHEDULE

Date: June 8, 2020

**PROJECT DESCRIPTION: Demooney Rd. over Deep Creek**  
**PROJECT ID T270**

|                                                               |                |                          |
|---------------------------------------------------------------|----------------|--------------------------|
| Titles: (Includes Preliminary,<br>Required Updates and Final) |                |                          |
|                                                               | 6 @ \$500.00   | \$3,000.00               |
| Appraisals                                                    | 6 @ \$1,900.00 | \$11,400.00              |
| Negotiations:                                                 | 6 @ \$2,400.00 | \$14,400.00 (see note 2) |
| Closings/Condemnation                                         |                |                          |
| Package Preparation:                                          | 6 @ \$750.00   | \$4,500.00 (see note 5)  |
| Attorney Closings                                             | 6 @ \$1,000.00 | <u>\$6,000.00</u>        |
|                                                               | <b>Total</b>   | <b>\$39,300.00**</b>     |

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CITY OF SOUTH FULTON, GEORGIA

Signed \_\_\_\_\_ Date \_\_\_\_\_  
ATLAS TECHNICAL CONSULTANTS, LLC

The following proposed fees by Atlas Technical Consultants, LLC will provide certain Right of Way services needed to deliver the subject project from the Notice to Proceed by City of South Fulton to Right of Way certification of the project.

### FEE SCHEDULE

Date: June 8, 2020

**PROJECT DESCRIPTION: Enon Road**  
**PROJECT ID T268**

|                                                               |                |                          |
|---------------------------------------------------------------|----------------|--------------------------|
| Titles: (Includes Preliminary,<br>Required Updates and Final) |                |                          |
|                                                               | 6 @ \$500.00   | \$3,000.00               |
| Appraisals                                                    | 6 @ \$1,900.00 | \$11,400.00              |
| Negotiations:                                                 | 6 @ \$2,400.00 | \$14,400.00 (see note 2) |
| Closings/Condemnation                                         |                |                          |
| Package Preparation:                                          | 6 @ \$750.00   | \$4,500.00 (see note 5)  |
| Attorney Closings                                             | 6 @ \$1,000.00 | <u>\$6,000.00</u>        |
|                                                               | <b>Total</b>   | <b>\$39,300.00**</b>     |

**\*\*NOTES:**

1. Any required appraisal fees are based on completing 388-C (uncomplicated) type appraisal reports.
2. If any parcel that requires the negotiation with an entity other than the fee owner (such as sign owner, tenant, etc.) the fee for negotiating with the additional interest will be \$1,500 per interest.
3. If any specialty reports (sign estimates, cost to cure, trade fixture, etc.) are necessary for the completion of an appraisal report, ATLAS will obtain three (3) bids for the required specialty reports, and City of South Fulton will approve payment prior to ATLAS issuing a Notice to Proceed to the specialty contractor.
4. Any City of South Fulton or attorney required updates (appraisal, negotiations, specialty reports, etc.) will be billed at 50% of the originally billed cost.
5. Condemnation packages will be provided to designated City of South Fulton attorney as requested.

Signed \_\_\_\_\_ Date \_\_\_\_\_  
**CITY OF SOUTH FULTON, GEORGIA**

Signed \_\_\_\_\_ Date \_\_\_\_\_  
**ATLAS TECHNICAL CONSULTANTS, LLC**

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### FEE SCHEDULE

Date: June 8, 2020

**PROJECT DESCRIPTION: Fairburn Road Upgrade, Phase II**  
**PROJECT ID T271**

|                                                               |                |                         |
|---------------------------------------------------------------|----------------|-------------------------|
| Titles: (Includes Preliminary,<br>Required Updates and Final) |                |                         |
|                                                               | 2 @ \$500.00   | \$1,000.00              |
| Appraisals                                                    | 2 @ \$1,900.00 | \$3,800.00              |
| Negotiations:                                                 | 2 @ \$2,400.00 | \$4,800.00 (see note 2) |
| Closings/Condemnation                                         |                |                         |
| Package Preparation:                                          | 2 @ \$750.00   | \$1,500.00 (see note 5) |
| Attorney Closings                                             | 2 @ \$1,000.00 | <u>\$2,000.00</u>       |
|                                                               | <b>Total</b>   | <b>\$13,100.00**</b>    |

**\*\*NOTES:**

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2. If any parcel that requires the negotiation with an entity other than the fee owner (such as sign owner, tenant, etc.) the fee for negotiating with the additional interest will be \$1,500 per interest.
3. If any specialty reports (sign estimates, cost to cure, trade fixture, etc.) are necessary for the completion of an appraisal report, ATLAS will obtain three (3) bids for the required specialty reports, and City of South Fulton will approve payment prior to ATLAS issuing a Notice to Proceed to the specialty contractor.
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Signed \_\_\_\_\_ Date \_\_\_\_\_  
CITY OF SOUTH FULTON, GEORGIA

Signed \_\_\_\_\_ Date \_\_\_\_\_  
ATLAS TECHNICAL CONSULTANTS, LLC

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### FEE SCHEDULE

Date: June 8, 2020

**PROJECT DESCRIPTION: Feldwood Road at Bench Mark Drive**  
**PROJECT ID OSI 610**

|                                                               |                |                          |
|---------------------------------------------------------------|----------------|--------------------------|
| Titles: (Includes Preliminary,<br>Required Updates and Final) |                |                          |
|                                                               | 5 @ \$500.00   | \$2,500.00               |
| Appraisals                                                    | 5 @ \$1,900.00 | \$9,500.00               |
| Negotiations:                                                 | 5 @ \$2,400.00 | \$12,000.00 (see note 2) |
| Closings/Condemnation                                         |                |                          |
| Package Preparation:                                          | 5 @ \$750.00   | \$3,750.00 (see note 5)  |
| Attorney Closings                                             | 5 @ \$1,000.00 | <u>\$5,000.00</u>        |
|                                                               | <b>Total</b>   | <b>\$32,750.00**</b>     |

**\*\*NOTES:**

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3. If any specialty reports (sign estimates, cost to cure, trade fixture, etc.) are necessary for the completion of an appraisal report, ATLAS will obtain three (3) bids for the required specialty reports, and City of South Fulton will approve payment prior to ATLAS issuing a Notice to Proceed to the specialty contractor.
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Signed \_\_\_\_\_ Date \_\_\_\_\_  
**CITY OF SOUTH FULTON, GEORGIA**

Signed \_\_\_\_\_ Date \_\_\_\_\_  
**ATLAS TECHNICAL CONSULTANTS, LLC**

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### FEE SCHEDULE

Date: June 8, 2020

**PROJECT DESCRIPTION: New Hope Road Sidewalks**  
**PROJECT ID T266**

|                                                               |                 |                          |
|---------------------------------------------------------------|-----------------|--------------------------|
| Titles: (Includes Preliminary,<br>Required Updates and Final) |                 |                          |
|                                                               | 32 @ \$500.00   | \$16,000.00              |
| Appraisals                                                    | 32 @ \$1,900.00 | \$60,800.00              |
| Negotiations:                                                 | 32 @ \$2,400.00 | \$76,800.00 (see note 2) |
| Closings/Condemnation<br>Package Preparation:                 | 32 @ \$750.00   | \$24,000.00 (see note 5) |
| Attorney Closings                                             | 32 @ \$1,000.00 | <u>\$32,000.00</u>       |
|                                                               | <b>Total</b>    | <b>\$209,600.00**</b>    |

**\*\*NOTES:**

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3. If any specialty reports (sign estimates, cost to cure, trade fixture, etc.) are necessary for the completion of an appraisal report, ATLAS will obtain three (3) bids for the required specialty reports, and City of South Fulton will approve payment prior to ATLAS issuing a Notice to Proceed to the specialty contractor.
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Signed \_\_\_\_\_ Date \_\_\_\_\_  
**CITY OF SOUTH FULTON, GEORGIA**

Signed \_\_\_\_\_ Date \_\_\_\_\_  
**ATLAS TECHNICAL CONSULTANTS, LLC**

The following proposed fees by Atlas Technical Consultants, LLC will provide certain Right of Way services needed to deliver the subject project from the Notice to Proceed by City of South Fulton to Right of Way certification of the project.

### FEE SCHEDULE

Date: June 8, 2020

**PROJECT DESCRIPTION: Old Fairburn Road at Union Road**  
**PROJECT ID OSI 613**

|                                                               |                |                          |
|---------------------------------------------------------------|----------------|--------------------------|
| Titles: (Includes Preliminary,<br>Required Updates and Final) |                |                          |
|                                                               | 8 @ \$500.00   | \$4,000.00               |
| Appraisals                                                    | 8 @ \$1,900.00 | \$15,200.00              |
| Negotiations:                                                 | 8 @ \$2,400.00 | \$19,200.00 (see note 2) |
| Closings/Condemnation                                         |                |                          |
| Package Preparation:                                          | 8 @ \$750.00   | \$6,000.00 (see note 5)  |
| Attorney Closings                                             | 8 @ \$1,000.00 | <u>\$8,000.00</u>        |
|                                                               | <b>Total</b>   | <b>\$52,400.00**</b>     |

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Signed \_\_\_\_\_ Date \_\_\_\_\_  
CITY OF SOUTH FULTON, GEORGIA

Signed \_\_\_\_\_ Date \_\_\_\_\_  
ATLAS TECHNICAL CONSULTANTS, LLC

The following proposed fees by Atlas Technical Consultants, LLC will provide certain Right of Way services needed to deliver the subject project from the Notice to Proceed by City of South Fulton to Right of Way certification of the project.

### FEE SCHEDULE

Date: June 8, 2020

**PROJECT DESCRIPTION: Old National Hwy. Sidewalks, Phase II**  
**PROJECT ID T265**

|                                                               |                 |                          |
|---------------------------------------------------------------|-----------------|--------------------------|
| Titles: (Includes Preliminary,<br>Required Updates and Final) |                 |                          |
|                                                               | 28 @ \$500.00   | \$14,000.00              |
| Appraisals                                                    | 28 @ \$1,900.00 | \$53,200.00              |
| Negotiations:                                                 | 28 @ \$2,400.00 | \$67,200.00 (see note 2) |
| Closings/Condemnation                                         |                 |                          |
| Package Preparation:                                          | 28 @ \$750.00   | \$21,000.00 (see note 5) |
| Attorney Closings                                             | 28 @ \$1,000.00 | <u>\$28,000.00</u>       |
|                                                               | <b>Total</b>    | <b>\$183,400.00**</b>    |

**\*\*NOTES:**

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Signed \_\_\_\_\_ Date \_\_\_\_\_  
**CITY OF SOUTH FULTON, GEORGIA**

Signed \_\_\_\_\_ Date \_\_\_\_\_  
**ATLAS TECHNICAL CONSULTANTS, LLC**



The following proposed fees by Atlas Technical Consultants, LLC will provide certain Right of Way services needed to deliver the subject project from the Notice to Proceed by City of South Fulton to Right of Way certification of the project.

### FEE SCHEDULE

Date: June 8, 2020

**PROJECT DESCRIPTION: Rivertown Road @ Cedar Grove Road Intersection Improvement  
PROJECT ID OSI614**

|                                                               |               |                             |
|---------------------------------------------------------------|---------------|-----------------------------|
| Titles: (Includes Preliminary,<br>Required Updates and Final) | 9@ \$500.00   | \$4,500.00                  |
| Appraisals                                                    | 9@ \$1,900.00 | \$17,100.00                 |
| Negotiations:                                                 | 9@ \$2,400.00 | \$21,600.00 (see note 2)    |
| Driveway Easement Only                                        | 1@ \$1,000.00 | \$1,000.00                  |
| Closings/Condemnation                                         |               |                             |
| Package Preparation:                                          | 9@ \$750.00   | \$6,750.00 (see note 5)     |
| Attorney Closings                                             | 9@\$ 1,000.00 | <u>\$9,000.00</u>           |
|                                                               | <b>Total</b>  | <b><u>\$59,950.00</u>**</b> |

**\*\*NOTES:**

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- Any City of South Fulton or attorney required updates (appraisal, negotiations, specialty reports, etc.) will be billed at 50% of the originally billed cost.
- Closing/Condemnation packages will be provided to designated City of South Fulton attorney as requested.

Signed \_\_\_\_\_ Date \_\_\_\_\_  
CITY OF SOUTH FULTON, GEORGIA

Signed \_\_\_\_\_ Date \_\_\_\_\_  
ATLAS TECHNICAL CONSULTANTS, LLC

The following proposed fees by Atlas Technical Consultants, LLC will provide certain Right of Way services needed to deliver the subject project from the Notice to Proceed by City of South Fulton to Right of Way certification of the project.

### FEE SCHEDULE

Date: June 8, 2020

**PROJECT DESCRIPTION: Stonewall Tell Road at Union Road**  
**PROJECT ID OSI 615**

|                                                               |                 |                          |
|---------------------------------------------------------------|-----------------|--------------------------|
| Titles: (Includes Preliminary,<br>Required Updates and Final) |                 |                          |
|                                                               | 11 @ \$500.00   | \$5,500.00               |
| Appraisals                                                    | 11 @ \$1,900.00 | \$20,900.00              |
| Negotiations:                                                 | 11 @ \$2,400.00 | \$26,400.00 (see note 2) |
| Closings/Condemnation                                         |                 |                          |
| Package Preparation:                                          | 11 @ \$750.00   | \$8,250.00 (see note 5)  |
| Attorney Closings                                             | 11 @ \$1,000.00 | <u>\$11,000.00</u>       |
|                                                               | <b>Total</b>    | <b>\$72,050.00**</b>     |

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Signed \_\_\_\_\_ Date \_\_\_\_\_  
**CITY OF SOUTH FULTON, GEORGIA**

Signed \_\_\_\_\_ Date \_\_\_\_\_  
**ATLAS TECHNICAL CONSULTANTS, LLC**

**GOVERNMENT OF THE CITY OF SOUTH FULTON**

Office of the City Manager

WILLIAM "BILL" EDWARDS  
MAYOR



ODIE DONALD II  
CITY MANAGER

**MEMORANDUM**

**TO:** Council Approval of an Agreement with AM  
Construction

**DATE:** July 28, 2020

**SUBJECT:** Council Approval of an Agreement with AM  
Construction

**REFERENCE:**

---

**CONCLUSION:**

**BACKGROUND:**

**FISCAL IMPACT:**

**ATTACHMENTS:**

| Description                    | Type       | Upload Date |
|--------------------------------|------------|-------------|
| Memo_AM Construction ITB20-010 | Cover Memo | 7/23/2020   |

# GOVERNMENT OF THE CITY OF SOUTH FULTON

## Office of the City Manager

WILLIAM "BILL" EDWARDS  
MAYOR



ODIE DONALD II  
CITY MANAGER

### MEMORANDUM

**TO:** Honorable Mayor William "Bill" Edwards & City Council Members

**FROM:** Odie Donald II   
City Manager

**DATE:** July 7, 2020

**SUBJECT:** Contract for Culvert at Cascade Road over Branch of Utoy Creek

#### Purpose

Staff recommends approval of AM Construction, as the most responsive and responsible bidder in response to ITB20-010 (Cascade Rd over Branch of Utoy Creek).

#### History

ITB 20-010 was issued on April 27, 2020. Eleven (11) perspective contractors submitted bids. The bids were evaluated by qualified subject matter experts and the most responsive, responsible lowest bidder was selected. The process identified of AM Construction as the most responsive and responsible bidder (see Exhibit 1 attached hereto).

#### Funding Source

|               |                                                |                       |
|---------------|------------------------------------------------|-----------------------|
| 1.            | 340-4100-54-1400 (Infrastructure - LMIG 2019): | \$308,331.39          |
| 2.            | 340-4100-54-1401 (Infrastructure - LMIG 2020): | \$788,231.14          |
| 3.            | URA 1:                                         | <u>\$209,391.85</u>   |
| <b>Total:</b> |                                                | <b>\$1,305,954.38</b> |

#### Facts and Issues

AM Construction submitted the lowest most responsive and responsible bid as determined by the evaluation committee and the lowest bid was \$1,305,954.38. As the most qualified meeting all the requirement of the ITB, AM Construction represents the best value to the City.

#### Options/Recommendations

Staff recommends that AM Construction, be selected as the lowest most responsive, responsible and qualified bidder. Staff also recommends that Council authorize Staff to engage AM Construction and negotiate an Agreement for AM Construction to perform services identified in Scope of Work for an amount not to exceed \$1,305,954.38.

Should you need further information regarding this correspondence, please contact Anthony Kerr at [anthony.kerr@cityofsouthfultonga.gov](mailto:anthony.kerr@cityofsouthfultonga.gov).

**Exhibit 1  
Bid Tabulation**

| <b>ITB 20-010 Cascade Rd Over Branch of Utoy Creek Culvert Replacement</b> |                        |
|----------------------------------------------------------------------------|------------------------|
| <b>Bid Tabulation</b>                                                      |                        |
| <b>Company</b>                                                             | <b>Base Bid Amount</b> |
| AM Construction                                                            | \$1,305,954.38         |
| CMES, Inc.                                                                 | \$1,340,576.28         |
| Georgia Development Partners, LLC                                          | \$1,355,333.00         |
| The Corbett Group, LLC                                                     | \$1,454,697.97         |
| Summit Construction & Development, LLC                                     | \$1,454,800.03         |
| Baldwin Paving                                                             | \$1,496,019.37         |
| Georgia Bridge and Concrete                                                | \$1,703,496.15         |
| The Dickerson Group, Inc.                                                  | \$2,069,978.44         |
| GS Construction, Inc.                                                      | \$2,401,064.47         |
| Site Engineering, Inc.                                                     | \$2,478,802.00         |
| Kemi Construction Co, Inc.                                                 | \$2,589,064.00         |
| NSM, Inc.                                                                  | NO BID                 |

| CASCADE ROAD OVER BRANCH OF UTOY CREEK |                                                                                                                                      |       |          |                  |              |
|----------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|-------|----------|------------------|--------------|
| Section Roadway Items                  |                                                                                                                                      |       |          |                  |              |
| ITEM NUMBER                            | DESCRIPTION                                                                                                                          | UNITS | QUANTITY | UNIT PRICE       | COST         |
| 150-1000                               | TRAFFIC CONTROL                                                                                                                      | LS    | 1        | 60,000.00        | 60,000.00    |
| 210-0100                               | GRADING COMPLETE                                                                                                                     | LS    | 1        | 100,000.00       | 100,000.00   |
| 310-5100                               | GR AGGR BASE CRS, 10 INCH, INCL MATL                                                                                                 | SY    | 2200     | 27.00            | 59,400.00    |
| 402-3121                               | RECYCLED ASPH CONC 25 MM SUPERPAVE, GP 1 OR 2, INC BITUM & H LIME                                                                    | TN    | 400      | 180.00           | 72,000.00    |
| 402-3130                               | RECYCLED ASPH CONC 12.5 MM SUPERPAVE, GP 2, INCL BITUM MATL & H LIME                                                                 | TN    | 150      | 180.00           | 27,000.00    |
| 402-3190                               | RECYCLED ASPH CONC 19 MM SUPERPAVE, GP 1 OR 2, INCL BITUM MATL & H LIME                                                              | TN    | 200      | 180.00           | 36,000.00    |
| 413-0750                               | TACK COAT                                                                                                                            | GL    | 220      | 10.00            | 2,200.00     |
| 441-0016                               | DRIVEWAY CONCRETE, 6 IN TK                                                                                                           | SY    | 45       | 115.00           | 5,175.00     |
| 441-0104                               | CONC. SIDEWALK, 4 IN                                                                                                                 | SY    | 610      | 50.00            | 30,500.00    |
| 441-4020                               | CONC VALLEY GUTTER, 6 IN                                                                                                             | SY    | 30       | 120.00           | 3,600.00     |
| 441-6012                               | CONC CURB & GUTTER, 6 IN X 24 IN, TP 2                                                                                               | LF    | 1225     | 20.00            | 24,500.00    |
| 500-3800                               | CLASS A CONCRETE, INCL REINF STEEL                                                                                                   | CY    | 4        | 300.00           | 1,200.00     |
| 550-1180                               | STORM DRAIN PIPE, 18 IN, H 1-10                                                                                                      | LF    | 275      | 55.00            | 15,125.00    |
| 550-1240                               | STORM DRAIN PIPE, 24 IN, H 1-10                                                                                                      | LF    | 315      | 65.00            | 20,475.00    |
| 603-2181                               | STN DUMPED RIP RAP, TP 3, 18 IN                                                                                                      | SY    | 175      | 76.00            | 13,300.00    |
| 603-7000                               | PLASTIC FILTER FABRIC                                                                                                                | SY    | 175      | 5.00             | 962.50       |
| 610-9230                               | REM CLVT, CONCRETE, STA 13+00                                                                                                        | LS    | 1        | 24,000.00        | 24,000.00    |
| 634-1200                               | RIGHT OF WAY MARKERS                                                                                                                 | EA    | 12       | 280.00           | 3,360.00     |
| 634-1201                               | RIGHT OF WAY, PROPERTY LINE IRON PIN                                                                                                 | EA    | 3        | 275.00           | 825.00       |
| 641-1200                               | GUARDRAIL, TP W                                                                                                                      | LF    | 675      | 38.00            | 25,650.00    |
| 641-5015                               | GUARDRAIL TERMINAL, TP 12A, 31 IN, TANGENT, ENERGY-ABSORBING                                                                         | EA    | 4        | 3800.00          | 15,200.00    |
| 668-1100                               | CATCH BASIN, GP 1                                                                                                                    | EA    | 8        | 4125.00          | 33,000.00    |
| 668-1110                               | CATCH BASIN, GP 1, ADDL DEPTH                                                                                                        | LF    | 15       | 400.00           | 6,000.00     |
| 668-2100                               | DROP INLET, GP 1                                                                                                                     | EA    | 1        | 3475.00          | 3,475.00     |
| N/A                                    | CONTECH CON/SPAN O-SERIES BRIDGE (CULVERT) (OR APPROVED EQUAL) (ALL INCLUSIVE INCLUDING ARCHES, HEADWALLS, WINGWALLS, & FOUNDATIONS) | LS    | 1        | 500,000.00       | 500,000.00   |
|                                        |                                                                                                                                      |       |          | Subtotal         | 1,087,447.50 |
| Section Signing & Marking Items        |                                                                                                                                      |       |          |                  |              |
| ITEM NUMBER                            | DESCRIPTION                                                                                                                          | UNITS | QUANTITY | UNIT PRICE       | COST         |
| 610-9001                               | REM SIGN                                                                                                                             | EA    | 2        | 100.00           | 200.00       |
| 653-1501                               | THERMOPLASTIC SOLID TRAF STRIPE, 5 IN, WHITE                                                                                         | LF    | 1250     | 2.75             | 3437.50      |
| 653-1502                               | THERMOPLASTIC SOLID TRAF STRIPE, 5 IN, YELLOW                                                                                        | LF    | 1250     | 2.75             | 3437.50      |
| 654-1001                               | RAISED PVT MARKERS, TP 1                                                                                                             | EA    | 30       | 11.00            | 330.00       |
|                                        |                                                                                                                                      |       |          | Subtotal         | 7405.00      |
| Section Erosion Control Items          |                                                                                                                                      |       |          |                  |              |
| ITEM NUMBER                            | DESCRIPTION                                                                                                                          | UNITS | QUANTITY | UNIT PRICE       | COST         |
| 163-0232                               | TEMPORARY GRASSING                                                                                                                   | AC    | 0.3      | 1,100.00         | 330.00       |
| 163-0240                               | MULCH                                                                                                                                | TN    | 14       | 425.00           | 5,950.00     |
| 163-0300                               | CONSTRUCTION EXIT                                                                                                                    | EA    | 2        | 2,000.00         | 4,000.00     |
| 163-0502                               | CONSTRUCT & REMOVE SILT CONTROL GATE, TP 2                                                                                           | EA    | 1        | 1,050.00         | 1,050.00     |
| 163-0541                               | CONSTRUCT AND REMOVE ROCK FILTER DAMS                                                                                                | EA    | 5        | 625.00           | 3,125.00     |
| 163-0550                               | CONSTRUCT AND REMOVE INLET SEDIMENT TRAP                                                                                             | EA    | 14       | 250.00           | 3,500.00     |
| 165-0030                               | MAINTENANCE OF TEMPORARY SILT FENCE, TP C                                                                                            | LF    | 2100     | 4.00             | 8,400.00     |
| 165-0086                               | MAINTENANCE OF SILT CONTROL GATE, TP 2                                                                                               | EA    | 1        | 550.00           | 550.00       |
| 165-0101                               | MAINTENANCE OF CONSTRUCTION EXIT                                                                                                     | EA    | 2        | 365.00           | 730.00       |
| 165-0105                               | MAINTENANCE OF INLET SEDIMENT TRAP                                                                                                   | EA    | 14       | 110.00           | 1,540.00     |
| 165-0110                               | MAINTENANCE OF ROCK FILTER DAMS                                                                                                      | EA    | 5        | 165.00           | 825.00       |
| 167-1000                               | WATER QUALITY MONITORING AND SAMPLING                                                                                                | EA    | 2        | 550.00           | 1,100.00     |
| 167-1500                               | WATER QUALITY INSPECTIONS                                                                                                            | MO    | 6        | 550.00           | 3,300.00     |
| 171-0030                               | TEMPORARY SILT FENCE, TYPE C                                                                                                         | LF    | 2100     | 4.00             | 8,400.00     |
| 643-8200                               | BARRIER FENCE (ORANGE) 4 FT                                                                                                          | LF    | 165      | 2.50             | 412.50       |
| 700-6910                               | PERMANENT GRASSING                                                                                                                   | AC    | 0.6      | 1300.00          | 780.00       |
| 700-7000                               | AGRICULTURAL LIME                                                                                                                    | TN    | 0.15     | 250.00           | 37.50        |
| 700-8000                               | FERTILIZER MIXED GRADE                                                                                                               | TN    | 0.2      | 750.00           | 150.00       |
| 700-8100                               | FERTILIZER NITROGEN CONTENT                                                                                                          | LB    | 30       | 1.00             | 30.00        |
| 716-2000                               | EROSION CONTROL MATS, SLOPES                                                                                                         | SY    | 1050     | 1.00             | 1,050.00     |
|                                        |                                                                                                                                      |       |          | Subtotal         | 45,260.00    |
|                                        |                                                                                                                                      |       |          | Project Subtotal | 1,135,162.50 |
|                                        |                                                                                                                                      |       |          | 15% Contingency  | 170,341.88   |
|                                        |                                                                                                                                      |       |          | Total            | 1,305,954.38 |



Submitted To: City of South Fulton Government

Submitted By: AM Construction LLC

**For: Cascade Road Over Branch of Utoy Creek Culvert Replacement**

Submitted on June 9, 2020

The undersigned, as Bidder, hereby declares that the only person or persons interested in the Bid as principal or principals is or are named herein and that no other person than herein mentioned has any interest in this Bid or in the Contract to be entered into; that this Bid is made without connection with any other person, company or parties making a Bid; and that it is in all respects fair and in good faith without collusion or fraud.

The Bidder further declares that he has examined the site of the work and informed himself fully in regard to all conditions pertaining to the place where the work is to be done; that he has examined the Drawings and Specifications for the work and contractual documents relative thereto, and has read all instructions to Bidders and General Conditions furnished prior to the openings of bids; that he has satisfied himself relative to the work to be performed.

The Bidder proposes and agrees, if this Bid is accepted, to contract with the City Council of South Fulton, Georgia, in the form of contract specified, to furnish all necessary materials, equipment, machinery, tools, apparatus, means of transportation and labor necessary, and to complete the construction of the work in full and complete accordance with the shown, noted, and reasonably intended requirements of the Specifications and Contract Documents to the full and entire satisfaction of the City Council of South Fulton, Georgia, with a definite understanding that no money will be allowed for extra work except as set forth in the attached General Conditions and Contract Documents for the following prices.

THE BASE BID IS THE AMOUNT UPON WHICH THE BIDDER WILL BE FORMALLY EVALUATED AND WHICH WILL BE USED TO DETERMINE THE LOWEST RELIABLE BIDDER.

The base bid may not be withdrawn or modified for a period of sixty (60) days following the receipt of bids.

**BASE BID AMOUNT**

\$ 1,305,954.38

(Dollar Amount In Numbers)

One million, three hundred five thousand, nine hundred fifty-four dollars  
(Dollar Amount in Words) and thirty-eight cent

The Bidder agrees hereby to commence work under this Contract, with adequate personnel



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and equipment, on a date to be specified in a written "Notice to Proceed" from the City.

**GOVERNMENT OF THE CITY OF SOUTH FULTON**

Office of the City Manager

WILLIAM "BILL" EDWARDS  
MAYOR



ODIE DONALD II  
CITY MANAGER

**MEMORANDUM**

**TO:** Council Approval of Agreement with NAFECO and Galls, LLC

**DATE:** July 28, 2020

**SUBJECT:** Council Approval of Agreement with NAFECO and Galls, LLC

**REFERENCE:**

---

**CONCLUSION:**

**BACKGROUND:**

**FISCAL IMPACT:**

**ATTACHMENTS:**

| Description               | Type       | Upload Date |
|---------------------------|------------|-------------|
| Memo_Fire Rescue Uniforms | Cover Memo | 7/23/2020   |

# GOVERNMENT OF THE CITY OF SOUTH FULTON

## Office of the City Manager

WILLIAM "BILL" EDWARDS  
MAYOR



ODIE DONALD II  
CITY MANAGER

### MEMORANDUM

**TO:** Honorable Mayor William "Bill" Edwards & City Council Members

**FROM:** Odie Donald II   
City Manager

**DATE:** July 20, 2020

**SUBJECT:** Contract to Supply Fire Department Uniforms & Accessories

#### Purpose

Staff recommends approval of NAFECO and Galls, LLC., as the most responsive and responsible bidders in response to ITB20-009 (Uniforms and Accessories).

#### Formal Solicitation

The City of South Fulton, Department of Finance, Division of Contracts & Procurement issued an Invitation to Bid to solicit services from multiple vendors to provide Uniforms and Accessories for the City of South Fulton Fire Services. Bids were issued on May 20, 2020 and were received on June 11, 2020.

Seven (7) well qualified firms responded with bids which were evaluated by a committee of subject matter experts. The evaluation committee chose the most responsive and responsible firms that submitted the lowest bid to perform the work set forth in the Invitation to Bid. The companies selected are NAFECO and Galls, LLC with a budget allocation of \$190,000.00.

| <u>Organization Name</u>                   | <u>Submission Type</u> | <u>Bid Amount</u> | <u>Bid Rank</u> |
|--------------------------------------------|------------------------|-------------------|-----------------|
| <a href="#">Addie Grace Designs</a>        | Electronic             | \$10,138.00       | 5               |
| <a href="#">DAVID CURTIS</a>               | Electronic             | \$938.76          | 1               |
| <a href="#">Galls, LLC</a>                 | Electronic             | \$6,023.49        | 3               |
| <a href="#">NAFECO</a>                     | Electronic             | \$6,014.50        | 2               |
| <a href="#">SMYRNA POLICE DISTRIBUTORS</a> | Electronic             | \$2,488.58        | N/A             |
| <a href="#">T and T Uniforms South Inc</a> | Electronic             | \$6,289.90        | 4               |
| <a href="#">Unipak Corporation</a>         | No Bid                 | N/A               | N/A             |

At minimum, bids are evaluated by a 3-member evaluation team. The process identified of NAFECO and Galls, LLC as the most responsive and responsible vendors.

#### Facts and Issues

NAFECO and Galls, LLC submitted the most qualified bids as determined by the evaluation committee and the lowest base bid amounts were \$6,014.50 and \$6,023.09 (See Exhibit 1

attached). As the most qualified Vendors meeting all the requirements of the ITB, NAFECO and Galls, LLC represents the best value to the City. Based on the evaluations of the Bids presented, Staff has determined (based on the prices of specific uniform items, see Exhibit 2 & Exhibit 3) it is in the best interest of the City to award the Uniform Contract to both Vendors. This will give the City ability to compile uniforms at the best possible rate.

**Funding Source**

Fire Department Fund Line - Uniforms: 100-3520-53-1591

**Recommendation**

Staff recommends that NAFECO and Galls, LLC, be selected as the most responsive, responsible and qualified candidates. Staff also recommends that council authorize Staff to engage NAFECO and Galls, LLC and negotiate an Agreement for NAFECO and Galls, LLC to perform services identified in Scope of work for an amount not to exceed \$190,000.00.

Should you need further information regarding this correspondence, please contact Anthony Kerr at [anthony.kerr@cityofsouthfultonga.gov](mailto:anthony.kerr@cityofsouthfultonga.gov).

## Exhibit 1 Bid Tabulation

| ITB 20-009<br>Bid Tabulations |                 |
|-------------------------------|-----------------|
| COMPANY                       | BASE BID AMOUNT |
| NAFECO                        | \$6,014.50      |
| Galls, LLC                    | \$6,023.49      |
| DAVID CURTIS                  | NR              |
| T & T Uniforms South, Inc.    | NR              |
| Addie Grace Designs           | NR              |
| Smyrna Police Distributors    | NR              |
| Unipak Corporation            | No Bid          |

**\*NR denotes bids that didn't provide all line items on bid sheet.**

Exhibit 2  
NAFECO Uniform Bid

Specifications

| ITEM NO. | DESCRIPTION                                                                                                         | ESTIMATED NO.                         | PRICE PER ITEM                          |
|----------|---------------------------------------------------------------------------------------------------------------------|---------------------------------------|-----------------------------------------|
| 1.       | Style: 87200; Flying Cross Men's 4-Pocket FR Pants, LAPD Navy                                                       | \$92.00 (28-42)                       | / \$100.00 (44-50)                      |
| 2.       | Style: 87300; Flying Cross Men's 6-Pocket FR Pants, LAPD Navy                                                       | \$102.00 (28-42)                      | / \$112.00 (44-50)                      |
| 3.       | Style: 87200W; Flying Cross Women's 4-Pocket FR Pants, LAPD Navy                                                    | \$92.00 (2-18)                        | / \$100.00 (20-24)                      |
| 4.       | Style: 87300W; Flying Cross Women's 6-Pocket FR Pants, LAPD Navy                                                    | \$102.00 (2-18)                       | / \$112.00 (20-24)                      |
| 5.       | Style: 8200; Flying Cross Men's FR S/S Shirt, LAPD Navy                                                             | \$84.00 (S-2X)                        | / \$102.00 (3X-4X)                      |
| 6.       | Style: 8220; Flying Cross Men's FR L/S Shirt, LAPD Navy                                                             | \$94.00 (S-2X)                        | / \$117.00 (3X-4X)                      |
| 7.       | Style: 8200W; Flying Cross Women's FR S/S Shirt, LAPD Navy                                                          | \$84.00 (28-46)                       | / \$102.00 (48-52)                      |
| 8.       | Style: 8220W; Flying Cross Women's FR L/S Shirt, LAPD Navy                                                          | \$94.00 (28-46)                       | / \$117.00 (48-52)                      |
| 9.       | Style: F1 8500; Flying Cross FR Polo Shirt, LAPD Navy                                                               | \$75.00 (XS-XL)                       | / \$80.00 (2X) / \$89.00 (3X-5X)        |
| 10.      | Style: 8139; Blauer Men's B.Cool Performance Polo S/S Shirt                                                         | ** Bid Alternate. Please see pg 14 ** |                                         |
| 11.      | Style: 8149; Blauer Men's B.Cool Performance Polo L/S Shirt                                                         | ** Bid Alternate. Please see pg 14 ** |                                         |
| 12.      | Style: 8139W; Blauer Women's B.Cool Performance Polo S/S Shirt                                                      | ** Bid Alternate. Please see pg 14 ** |                                         |
| 13.      | Style: 8149W; Blauer Women's B.Cool Performance Polo L/S Shirt                                                      | ** Bid Alternate. Please see pg 14 ** |                                         |
| 14.      | Style: 95R66 0; Men's S/S Flying Cross White Shirt, 65/35 Polyester/Rayon                                           | \$45.00 (S-2X)                        | / \$57.00 (3X-4X)                       |
| 15.      | Style: 45W66 00; Men's L/S Flying Cross White Shirt, 65/35 Polyester/Rayon                                          | 49.00 (14.5-18.5)                     | / \$62.00 (19-22)<br>Length up to 36/37 |
| 16.      | Style: 152R66 00; Women's S/S Flying Cross White Shirt, 65/35 Polyester/Rayon                                       | \$48.00 (30-46)                       | / \$57.00 (48-52)                       |
| 17.      | Style: 102W66 00; Women's L/S Flying Cross White Shirt, 65/35 Polyester/Rayon                                       | \$49.50 (28-46)                       | / \$62.00 (48-60)                       |
| 18.      | Style: 85R54 00; Men's S/S Flying Cross White Shirt, 65/35 Polyester/Cotton                                         | \$36.00 (14-18.5)                     | / \$45.00 (19-22)                       |
| 19.      | Style: 35W54 00; Men's L/S Flying Cross White Shirt, 65/35 Polyester/Cotton                                         | 40.00 (14-18.5)                       | / \$50.00 (19-22)<br>Length up to 36/37 |
| 20.      | Style: 176R54 00; Women's S/S Flying Cross White Shirt, 65/35 Polyester/Cotton                                      | \$36.00 (30-46)                       | / \$45.00 (48-52)                       |
| 21.      | Style: 126R54 00; Women's L/S Flying Cross White Shirt, 65/35 Polyester/Cotton                                      | \$40.00 (28-46)                       | / \$50.00 (48-52)                       |
| 22.      | Style: T-1; Men's Flying Cross Black Pants, 75/25 Polyester/Wool F147280 10                                         | \$71.00 (28-42)                       | / \$78.00 (44-50)                       |
| 23.      | Style: E440R; Men's Elbeco Black Poly/Wool Hidden Cargo Pants, 74/25/1 Polyester/Wool/Lycra Premium Serge Weave     | \$83.00 (28-42)                       | / \$94.00 (44-54)                       |
| 24.      | Style: T-1; Women's Flying Cross Black Pants, 75/25 Polyester/Wool F147280W 10                                      | \$71.00 (2-18)                        | / \$78.00 (20-24)                       |
| 25.      | Style: E9440LC; Women's Elbeco Black Poly/Wool Hidden Cargo Pants, 74/25/1 Polyester/Wool/Lycra Premium Serge Weave | \$83.00 (2-18)                        | / \$92.00 (20-24)                       |
| 26.      | Style: 28P8696 96; Men's Flying Cross Black Dress Pants, 55/45 Dacron Polyester/Wool, Gabardine                     | \$89.00 (28-42)                       | / \$98.00 (44-50)                       |

ITB 20-009: Fire Department Uniforms and Accessories



|     |                                                                                                                           |                                                              |                 |
|-----|---------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------|-----------------|
| 27. | Style: 4800S 96; Women's Flying Cross Black Dress Pants, 55/45 Dacron Polyester/Wool, Gabardine                           |                                                              | \$117.00 (4-24) |
| 28. | Style: 4800SK 96; Women's Flying Cross Black Dress Skirt, 55/45 Dacron Polyester/Wool, Gabardine                          |                                                              | \$111.00 (4-24) |
| 29. | Style: 9779; Lady Edwards Long Chino Black Skirt, 65/35 Polyester/Cotton                                                  | \$30.00 (0-18) / \$36.00 (20-26)                             |                 |
| 30. | Style: 17B8696C; Flying Cross Double-Breasted Dress Coat, Black, 55/45 Polyester/Wool, Gabardine, Men                     | \$320.00 (36-50) / \$335.00 (52-56)                          |                 |
| 31. | Style: 4800SDC 96; Flying Cross Single-Breasted Dress Coat, Black, 55/45 Polyester/Wool, Gabardine, Women                 | ** Bid Alternate. Please see pg 14 **                        |                 |
| 32. | Style: 260MT; Men's Anchor Black Single-Breasted Topcoat w/epaulets                                                       | \$176.00 (36-46) / \$193.00 (48-54) / \$218.00 (56-60)       |                 |
| 33. | Style: 260LT; Women's Anchor Black Single-Breasted Topcoat w/epaulets                                                     | \$176.00 (0-16) / \$193.00 (18-24) / \$218.00 (26-28)        |                 |
| 34. | Style: 9840/4670; Blauer Gore-Tex Colorblock Emergency Response Jacket w/Softshell Fleece Jacket, Dark Navy w/Red         | ** Bid Alternate. Please see pg 14 **                        |                 |
| 35. | Style: JA1116; Flying Cross Endurance Public Safety Jacket with Gore-Tex w/Performance Loft Jacket Liner, Black 79900GTXA | \$285.00 (S-XL) / \$310 (2X) / \$336.00 (3X) / \$362.00 (4X) |                 |
| 36. | Style: ST494; Elbeco Job Shirt with Twill Collar, Midnight Navy                                                           | \$61.00 (S-2X) / \$66.00 (3X-4X)                             |                 |
| 37. | Style: S912-006; Spiewak 5 Pt. Breakaway Vest w/case                                                                      | ** Bid Alternate. Please see pg 14 **                        |                 |
| 38. | Style: 40050-720; 5.11 T-Shirt, S/S Fire Navy                                                                             |                                                              | \$18.50         |
| 39. | Style: 40052-720; 5.11 T-Shirt, L/S Fire Navy                                                                             |                                                              | \$20.00         |
| 40. | Style: ZH756; Rocky Alphaforce Waterproof Oxford Work Shoe                                                                |                                                              | \$79.00         |
| 41. | Style: 804-6034; Thorogood 6" Quick Release Station Boot, Men                                                             |                                                              | \$78.00         |
| 42. | Style: 804-6034F; Thorogood 6" Quick Release Station Boot, Women                                                          |                                                              | \$78.00         |
| 43. | Style: E02261; Bates 8" Tactical Sport Side Zip Boot, Men's                                                               |                                                              | \$83.00         |
| 44. | Style: E02700; Bates 8" Tactical Sport Side Zip Boot, Women                                                               |                                                              | \$83.00         |
| 45. | Style: 340021; Haix Black Eagle Tactical 2.0 GTX High Side Zip                                                            |                                                              | \$175.00        |
| 46. | Style: E22141; Bates High Gloss Duty Shoe, Men                                                                            |                                                              | \$55.00         |
| 47. | Style: E22741; Bates High Gloss Duty Shoe, Women                                                                          |                                                              | \$55.00         |
| 48. | Style: Chiefs Deluxe Bell Dress Cap                                                                                       | \$75.00 (Chief) / \$55.00 (Lower Rank)                       |                 |
| 49. | Style: Flexfit Acrylic-Wool Low-Profile Baseball Cap, Dark Navy/Black                                                     |                                                              | \$15.00         |
| 50. | Style: G18300-032; Gildan Men Open Bottom Pocketed Sweatpant, Navy                                                        |                                                              | \$15.00         |
| 51. | Style: G18400FL-032; Ladies' Open Bottom Pocketed Sweatpant, Navy                                                         |                                                              | \$15.00         |
| 52. | Style: G18000-032; Gildan Crewneck Sweatshirt, Navy                                                                       |                                                              | \$13.50         |
| 53. | Style: G18500-040; Gildan Hooded Sweatshrt, Red (Recruits)                                                                |                                                              | \$18.00         |
| 54. | Style: 44S30; Gildan Performance Adult Shorts w/pockets, Navy                                                             |                                                              | \$13.00         |
| 55. | Style: G2000-040; Gildan Classic Short Sleeve T-Shirt, Red (Recruits)                                                     |                                                              | \$10.00         |
| 56. | Style: F5274; Propper Men's RevTac Pant, LAPD Navy (Recruits)                                                             |                                                              | \$32.00         |
| 57. | Style: F5203; Propper Women's RevTac Pant, LAPD Navy (Recruits)                                                           |                                                              | \$32.00         |
| 58. | Style: 59409; 5.11 1.5" Trainer Belt w/matte stainless buckle, black                                                      | \$29.00 (S-XL) / \$33.00(2X-4X)                              |                 |
| 59. | Style: 6606; Boston Leather Belt, Gold and Silver Buckle                                                                  |                                                              | \$16.00         |
| 60. | Style: 90156; Broome Polyester Crossover with covered snap                                                                |                                                              | \$5.00          |
| 61. | Style: 26441; Broome Black Forehand Necktie                                                                               |                                                              | \$5.00          |
| 62. | Style: 26491; Broome Black Clip-on Necktie                                                                                |                                                              | \$5.00          |
| 63. | Style: SKD19; Blauer B. Cool Compression Dress Sock, Black, pair                                                          | ** Bid Alternate. Please see pg 14 **                        |                 |
| 64. | Style: SKA19; Blauer Job 9" Sock, Black, pair                                                                             | ** Bid Alternate. Please see pg 14 **                        |                 |
| 65. | Style: 125XCR; Blauer Fleece-lined Watch Cap, Dark Navy/Black                                                             | ** Bid Alternate. Please see pg 14 **                        |                 |

ITB 20-009: Fire Department Uniforms and Accessories

|     |                                                                                                                                                                                                       |  |              |
|-----|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--------------|
| 66. | Style: A7010; Sergeant Chevron Collar Insignia for dress shirt, Blackinton Rhodium w/clutch back, <b>pair</b>                                                                                         |  | \$16.00/pair |
| 67. | Style A2909-1: Lieutenant Collar Insignia for dress shirt, Blackinton Rhodium w/clutch back, <b>pair</b>                                                                                              |  | \$30.00/pair |
| 68. | Style A2909-2: Captain Collar Insignia for dress shirt, Blackinton Rhodium w/clutch back, <b>pair</b>                                                                                                 |  | \$30.00/pair |
| 69. | Style A2908: Battalion Chief Collar Insignia for dress shirt, Blackinton Gold Plate w/clutch back, <b>pair</b>                                                                                        |  | \$33.00/pair |
| 70. | Style A3575: Battalion Chief Collar Insignia for dress coat, Blackinton Gold Plate w/clutch bac <b>pair</b>                                                                                           |  | \$20.00/pair |
| 71. | Style A2907: Fire Marshal Collar Insignia for dress shirt, Blackinton Gold Plate w/clutch back, <b>pair</b>                                                                                           |  | \$33.00/pair |
| 72. | Style A3615: Fire Marshal Collar Insignia for dress coat, Blackinton Gold Plate w/clutch back, <b>pair</b>                                                                                            |  | \$20.00/pair |
| 73. | Style A2906: Deputy Fire Chief Collar Insignia for dress shirt, Blackinton Gold Plate w/clutch back, <b>pair</b>                                                                                      |  | \$33.00/pair |
| 74. | Style A2872: Deputy Fire Chief Collar Insignia for dress coat, Blackinton Gold Plate w/clutch back, <b>pair</b>                                                                                       |  | \$20.00/pair |
| 75. | Style A2905: Fire Chief Collar Insignia for dress shirt, Blackinton Gold Plate w/clutch back, <b>pair</b>                                                                                             |  | \$33.00/pair |
| 76. | Style A3574: Fire Chief Collar Insignia for dress coat, Blackinton Gold Plate w/clutch back, <b>pair</b>                                                                                              |  | \$20.00/pair |
| 77. | Style S158C: Firefighter Badge, Smith & Warren Nickel Electroplate, Block type font, Regular black enamel, curved in shape w/Pin & Safety Catch, Seal C197RE one color border, Star text separator,   |  | \$51.00      |
| 78. | Style S158C: Sergeant Badge, Smith & Warren Nickel Electroplate, Block type font, Regular black enamel, curved in shape w/Pin & Safety Catch, Seal C197RE one color border, Star text separator,      |  | \$51.00      |
| 79. | Style S158C: Lieutenant Badge, Smith & Warren Nickel Electroplate, Block type font, Regular black enamel, curved in shape w/Pin & Safety Catch, Seal C181RE one color border, Star text separator,    |  | \$51.00      |
| 80. | Style S158C: Captain Badge, Smith & Warren Nickel Electroplate, Block type font, Regular black enamel, curved in shape w/Pin & Safety Catch, Seal C183RE one color border, Star text separator,       |  | \$51.00      |
| 81. | Style S158C: Battalion Chief Badge, Smith & Warren Gold Electroplate, Block type font, Regular black enamel, curved in shape w/Pin & Safety Catch, Seal C175RE one color border, Star text separator, |  | \$61.00      |
| 82. | Style S158C: Division Chief Badge, Smith & Warren Gold Electroplate, Block type font, Regular black enamel, curved in shape w/Pin & Safety Catch, Seal C177RE one color border, Star text separator,  |  | \$61.00      |
| 83. | Style S158C: Fire Marshal Badge, Smith & Warren Gold Electroplate, Block type font, Regular black enamel, curved in shape w/Pin & Safety Catch, Seal C177RE one color border, Star text separator,    |  | \$61.00      |



|     |                                                                                                                                                                                                                 |                                  |          |
|-----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|----------|
| 84. | Style S158C: Deputy Fire Chief Badge, Smith & Warren Gold Electroplate, Block type font, Regular black enamel, curved in shape w/Pin & Safety Catch, Seal C187RE one color border, Star text separator,         |                                  | \$61.00  |
| 85. | Style S158C: Fire Chief Badge, Smith & Warren Gold Electroplate, Block type font, Regular black enamel, curved in shape w/Pin & Safety Catch, Seal C189RE one color border, Star text separator,                |                                  | \$61.00  |
| 86. | Style S158C: Fire Prevention Officer Badge, Smith & Warren Nickel Electroplate, Block type font, Regular black enamel, curved in shape w/Pin & Safety Catch, Seal C197RE one color border, Star text separator, |                                  | \$51.00  |
| 87. | Style A2811: Fire Chief Hat Monogram, Blackinton Gold Plate w/screw back                                                                                                                                        |                                  | \$19.00  |
| 88. | Style A1962: Deputy Fire Chief Hat Monogram, Blackinton Gold Plate w/screw back                                                                                                                                 |                                  | \$19.00  |
| 89. | Style A2910: Division Fire Chief Hat Monogram, Blackinton Gold Plate w/screw back                                                                                                                               |                                  | \$19.00  |
| 90. | Style A2910: Fire Marshal Hat Monogram, Blackinton Gold Plate w/screw back                                                                                                                                      |                                  | \$19.00  |
| 91. | Style A2911: Battalion Chief Hat Monogram, Blackinton Gold Plate w/screw back                                                                                                                                   |                                  | \$19.00  |
| 92. | Style NP102: Chief Officers Nameplate, Gold, Smith & Warren                                                                                                                                                     |                                  | \$10.00  |
| 93. | Style C 558C: Non-Chief Officer Nameplate, Silver, Smith & Warren                                                                                                                                               |                                  | \$15.00  |
| 94. | Style: Elbeco UFX Mock Turtleneck, Midnight Navy, Black, Men/Women                                                                                                                                              | \$44.00 (S-XL) / \$52.00 (2X-4X) |          |
| 95. | Style: CTBA; Midweight Nomex FR Premium Coverall w/Reflective Trim                                                                                                                                              |                                  | \$247.00 |
| 96. | Style: CT10NV; Twill Action Back Coverall                                                                                                                                                                       |                                  | \$ 34.00 |

**Total Bid Price for All Line Items**

**\$ 6014.50**

**Specifications**

**Attachments for items Number 5 thru 8**

Shirts shall have fire department patch (sample only provided by the city) sewn onto the left sleeve ¾" below the top center of the shoulder seam. The blue and white Georgia State EMT patch (when appropriate) shall be sewn onto the right sleeve ¾" below the top center of the shoulder seam. A name strip made of the same material as the garment with the wearer's first initial and last name embroidered in gold block style letters for Chief Officer's, red block style letters for Lieutenant's and Captain's,

ITB 20-009: Fire Department Uniforms and Accessories

**Attachment for item Number 94**

"FIRE" embroidered on left side of neck collar with block style Gold Letters for all Chief Officers, Red Letters for Captains and Lieutenants, White Letters for Sergeants and below to include non-sworn administrative staff. The size of the letters will be determined.

**Attachments for item Number 95**

Coverall shall have fire department patch (sample only provided by the city) sewn onto the left sleeve  $\frac{3}{4}$ " below the top center of the shoulder seam. "FIRE INVESTIGATOR" screen-printed with reflective letters on back.

**Attachments for item Number 96**

Coverall shall have fire department patch (sample only provided by the city) sewn onto the left sleeve  $\frac{3}{4}$ " below the top center of the shoulder seam.

By submitting this pricing quote, I/we agree to all terms, conditions and specifications as outlined within this bid solicitation document except as noted below:

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\*\*\* Bid Alternate - Please see the attached "Alternate Page"

---

I/We, the undersigned firm, declare that the only person, firm, or corporation that has or have any interest in the Quote Proposal or in the contract proposed to be taken, is or are the undersigned. The undersigned also certifies that this Quote Proposal is made without previous understanding, agreement or connection with any person, firm, or corporation submitting a Quote Proposal for this same project and is, in all respects, fair and without collusion or fraud.

I/We agree to furnish and deliver, in accordance with the accompanying specifications and conditions, for the prices provided above, the services noted within the Submission and all accompanying Attachments. This submittal shall be signed by the person or persons required and authorized to legally bind the company to the proposal.

Name (Print) David Rust Date June 11, 2020

Signature  Phone (770) 248-0049

Title Territory Manager Fax (770) 248-0334

Company North America Fire Equipment Company, Inc. (NAFECO) Email david.rust@nafeco.com

Address 715 Park North Blvd. Suite 120, Clarkston, GA 30021

**CITY OF SOUTH FULTON STATEMENT OF "NO BID"**

**RETURN THIS PAGE ONLY IF YOUR COMPANY PROVIDES THE PRODUCTS/SERVICES BEING BID AND DECLINES TO DO SO.**

ITB 20-009: Fire Department Uniforms and Accessories

**City of South Fulton**  
**Invitation to Bid No. 20-009**  
**Fire Department Uniform and Accessories**

**Bid Alternate Page**

| Item No. | Description                                       | Estimated No. | Price Per Item                                   |
|----------|---------------------------------------------------|---------------|--------------------------------------------------|
| 10       | Vertex Men's Short Sleeve Performance Polo        |               | \$44.00 (XS-XL) / \$48.00 (2X) / \$51.00 (3X-4X) |
| 11       | Vertex Men's Long Sleeve Performance Polo         |               | \$52.00 (S-XL) / \$56.00 (2X) / \$61.00 (3X-4X)  |
| 12       | Vertex Women's Short Sleeve Performance Polo      |               | \$44.00 (XS-XL) / \$48.00 (2X) / \$51.00 (3X-4X) |
| 13       | Vertex Women's Long Sleeve Performance Polo       |               | \$52.00 (only sizes S-XL)                        |
| 31       | Patriot Women's Single Breasted Dress Coat, Black |               | \$320.00                                         |
| 34       | 5.11 Responder Hi-Visibility Parka                |               | \$280.00 (S-2X) / \$313.00 (3X-4X)               |
| 37       | Alert Visions Hi-Vis 5 Point Breakway Safety Vest |               | \$32.00                                          |
| 63       | 1st On Socks, Dress Socks, Black                  |               | \$12.00/pair                                     |
| 64       | 1st on Socks, 9", Black                           |               | \$12.00/pair                                     |
| 65       | Port and Company Fleece Watch Cap                 |               | \$15.00                                          |

Exhibit 3  
Galls Uniform Quote

**Specifications**

| ITEM NO. | DESCRIPTION                                                                                                         | ESTIMATED NO.              | PRICE PER ITEM |
|----------|---------------------------------------------------------------------------------------------------------------------|----------------------------|----------------|
| 1.       | Style: 87200; Flying Cross Men's 4-Pocket FR Pants, LAPD Navy                                                       |                            | \$93.00        |
| 2.       | Style: 87300; Flying Cross Men's 6-Pocket FR Pants, LAPD Navy                                                       |                            | \$103.00       |
| 3.       | Style: 87200W; Flying Cross Women's 4-Pocket FR Pants, LAPD Navy                                                    |                            | \$93.00        |
| 4.       | Style: 87300W; Flying Cross Women's 6-Pocket FR Pants, LAPD Navy                                                    |                            | \$103.00       |
| 5.       | Style: 8200; Flying Cross Men's FR S/S Shirt, LAPD Navy                                                             |                            | \$77.50        |
| 6.       | Style: 8220; Flying Cross Men's FR L/S Shirt, LAPD Navy                                                             |                            | \$89.00        |
| 7.       | Style: 8200W; Flying Cross Women's FR S/S Shirt, LAPD Navy                                                          |                            | \$77.50        |
| 8.       | Style: 8220W; Flying Cross Women's FR L/S Shirt, LAPD Navy                                                          |                            | \$89.00        |
| 9.       | Style: F1 8500; Flying Cross FR Polo Shirt, LAPD Navy                                                               |                            | \$70.50        |
| 10.      | Style: 8139; Blauer Men's B.Cool Performance Polo S/S Shirt <b>Replacement: #8134</b>                               | 4X \$42.50<br>5-6X \$56.00 | \$39.00        |
| 11.      | Style: 8149; Blauer Men's B.Cool Performance Polo L/S Shirt <b>Replacement: #8144</b>                               | 4X \$47.50<br>5-6X \$62.00 | \$44.50        |
| 12.      | Style: 8139W; Blauer Women's B.Cool Performance Polo S/S Shirt <b>Replacement: #8134W</b>                           |                            | \$39.00        |
| 13.      | Style: 8149W; Blauer Women's B.Cool Performance Polo L/S Shirt <b>Replacement: #8144W</b>                           |                            | \$44.00        |
| 14.      | Style: 95R66 0; Men's S/S Flying Cross White Shirt, 65/35 Polyester/Rayon                                           |                            | \$49.49        |
| 15.      | Style: 45W66 00; Men's L/S Flying Cross White Shirt, 65/35 Polyester/Rayon                                          |                            | \$54.29        |
| 16.      | Style: 152R66 00; Women's S/S Flying Cross White Shirt, 65/35 Polyester/Rayon                                       |                            | \$49.49        |
| 17.      | Style: 102W66 00; Women's L/S Flying Cross White Shirt, 65/35 Polyester/Rayon                                       |                            | \$54.29        |
| 18.      | Style: 85R54 00; Men's S/S Flying Cross White Shirt, 65/35 Polyester/Cotton                                         |                            | \$35.52        |
| 19.      | Style: 35W54 00; Men's L/S Flying Cross White Shirt, 65/35 Polyester/Cotton                                         |                            | \$39.71        |
| 20.      | Style: 176R54 00; Women's S/S Flying Cross White Shirt, 65/35 Polyester/Cotton                                      |                            | \$35.52        |
| 21.      | Style: 126R54 00; Women's L/S Flying Cross White Shirt, 65/35 Polyester/Cotton                                      |                            | \$39.71        |
| 22.      | Style: T-1; Men's Flying Cross Black Pants, 75/25 Polyester/Wool F147280 10                                         |                            | \$70.54        |
| 23.      | Style: E440R; Men's Elbeco Black Poly/Wool Hidden Cargo Pants, 74/25/1 Polyester/Wool/Lycra Premium Serge Weave     |                            | \$81.25        |
| 24.      | Style: T-1; Women's Flying Cross Black Pants, 75/25 Polyester/Wool F147280W 10                                      |                            | \$70.54        |
| 25.      | Style: E9440LC; Women's Elbeco Black Poly/Wool Hidden Cargo Pants, 74/25/1 Polyester/Wool/Lycra Premium Serge Weave |                            | \$81.25        |
| 26.      | Style: 28P8696 96; Men's Flying Cross Black Dress Pants, 55/45 Dacron Polyester/Wool, Gabardine                     |                            | \$104.16       |

ITB 20-009: Fire Department Uniforms and Accessories



|     |                                                                                                                           |                                                                                                                                             |          |
|-----|---------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------|----------|
| 27. | Style: 4800S 96; Women's Flying Cross Black Dress Pants, 55/45 Dacron Polyester/Wool, Gabardine                           |                                                                                                                                             | \$105.01 |
| 28. | Style: 4800SK 96; Women's Flying Cross Black Dress Skirt, 55/45 Dacron Polyester/Wool, Gabardine                          |                                                                                                                                             | \$92.42  |
| 29. | Style: 9779; Lady Edwards Long Chino Black Skirt, 65/35 Polyester/Cotton                                                  |                                                                                                                                             | \$30.00  |
| 30. | Style: 17B8696C; Flying Cross Double-Breasted Dress Coat, Black, 55/45 Polyester/Wool, Gabardine, Men                     | Price with no sleeve braids \$320.23 W/ sleeve braids<br>** Add \$15.00 for 1-qty Braid (Pair); Add \$4.00 for each additional Braid (Pair) | \$320.23 |
| 31. | Style: 4800SDC 96; Flying Cross Single-Breasted Dress Coat, Black, 55/45 Polyester/Wool, Gabardine, Women                 | ** Add \$15.00 for 1-qty Braid (Pair); Add \$4.00 for each additional Braid (Pair)                                                          | \$320.23 |
| 32. | Style: 260MT; Men's Anchor Black Single-Breasted Topcoat w/epaulets                                                       | Sizes 50-54: \$222.00<br>Sizes 56-60 \$249.00                                                                                               | \$210.03 |
| 33. | Style: 260LT; Women's Anchor Black Single-Breasted Topcoat w/epaulets                                                     |                                                                                                                                             | \$210.03 |
| 34. | Style: 9840/4670; Blauer Gore-Tex Colorblock Emergency Response Jacket w/Softshell Fleece Jacket, Dark Navy w/Red         | Size 4X: \$520.00<br>5X-6X \$700.00                                                                                                         | \$428.00 |
| 35. | Style: JA1116; Flying Cross Endurance Public Safety Jacket with Gore-Tex w/Performance Loft Jacket Liner, Black 79900GTXA |                                                                                                                                             | \$295.00 |
| 36. | Style: ST494; Elbeco Job Shirt with Twill Collar, Midnight Navy                                                           |                                                                                                                                             | \$63.93  |
| 37. | Style: S912-006; Spiewak 5 Pt. Breakaway Vest w/case #S912-006 Size 4X: \$38.90                                           | #S912-007 6X: \$42.10                                                                                                                       | \$35.57  |
| 38. | Style: 40050-720; 5.11 T-Shirt, S/S Fire Navy                                                                             |                                                                                                                                             | \$20.91  |
| 39. | Style: 40052-720; 5.11 T-Shirt, L/S Fire Navy                                                                             |                                                                                                                                             | \$22.88  |
| 40. | Style: ZH756; Rocky Alphaforce Waterproof Oxford Work Shoe                                                                |                                                                                                                                             | \$70.00  |
| 41. | Style: 804-6034; Thorogood 6" Quick Release Station Boot, Men                                                             |                                                                                                                                             | \$78.50  |
| 42. | Style: 804-6034F; Thorogood 6" Quick Release Station Boot, Women                                                          |                                                                                                                                             | \$78.50  |
| 43. | Style: E02261; Bates 8" Tactical Sport Side Zip Boot, Men's                                                               |                                                                                                                                             | \$75.00  |
| 44. | Style: E02700; Bates 8" Tactical Sport Side Zip Boot, Women                                                               |                                                                                                                                             | \$75.00  |
| 45. | Style: 340021; Haix Black Eagle Tactical 2.0 GTX High Side Zip                                                            |                                                                                                                                             | \$187.00 |
| 46. | Style: E22141; Bates High Gloss Duty Shoe, Men                                                                            |                                                                                                                                             | \$48.00  |
| 47. | Style: E22741; Bates High Gloss Duty Shoe, Women                                                                          |                                                                                                                                             | \$48.00  |
| 48. | Style: Chiefs Deluxe Bell Dress Cap                                                                                       | Lieutenant \$65.22/Sergeant and Below \$57.97                                                                                               | \$105.00 |
| 49. | Style: Flexfit Acrylic-Wool Low-Profile Baseball Cap, Dark Navy/Black                                                     |                                                                                                                                             | \$10.90  |
| 50. | Style: G18300-032; Gildan Men Open Bottom Pocketed Sweatpant, Navy                                                        |                                                                                                                                             | \$17.50  |
| 51. | Style: G18400FL-032; Ladies' Open Bottom Pocketed Sweatpant, Navy                                                         |                                                                                                                                             | \$17.50  |
| 52. | Style: G18000-032; Gildan Crewneck Sweatshirt, Navy                                                                       |                                                                                                                                             | \$15.60  |
| 53. | Style: G18500-040; Gildan Hooded Sweatshrt, Red (Recruits)                                                                | Size 2X-4X: \$21.25                                                                                                                         | \$19.10  |
| 54. | Style: 44S30; Gildan Performance Adult Shorts w/pockets, Navy                                                             | Size 2X: \$14.25                                                                                                                            | \$13.75  |
| 55. | Style: G2000-040; Gildan Classic Short Sleeve T-Shirt, Red (Recruits)                                                     |                                                                                                                                             | \$7.60   |
| 56. | Style: F5274; Propper Men's RevTac Pant, LAPD Navy (Recruits)                                                             |                                                                                                                                             | \$32.90  |
| 57. | Style: F5203; Propper Women's RevTac Pant, LAPD Navy (Recruits)                                                           |                                                                                                                                             | \$32.90  |
| 58. | Style: 59409; 5.11 1.5" Trainer Belt w/matte stainless buckle, black                                                      |                                                                                                                                             | \$28.70  |
| 59. | Style: 6606; Boston Leather Belt, Gold and Silver Buckle                                                                  |                                                                                                                                             | \$14.74  |
| 60. | Style: 90156; Broome Polyester Crossover with covered snap                                                                |                                                                                                                                             | \$3.50   |
| 61. | Style: 26441; Broome Black Forehand Necktie                                                                               |                                                                                                                                             | \$5.40   |
| 62. | Style: 26491; Broome Black Clip-on Necktie                                                                                |                                                                                                                                             | \$3.65   |
| 63. | Style: SKD19; Blauer B. Cool Compression Dress Sock, Black, pair                                                          |                                                                                                                                             | \$14.80  |
| 64. | Style: SKA19; Blauer Job 9" Sock, Black, pair                                                                             |                                                                                                                                             | \$36.50  |
| 65. | Style: 125XCR; Blauer Fleece-lined Watch Cap, Dark Navy/Black                                                             |                                                                                                                                             | \$34.00  |

ITB 20-009: Fire Department Uniforms and Accessories

|     |                                                                                                                                                                                                       |  |         |
|-----|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|---------|
| 66. | Style: A7010; Sergeant Chevron Collar Insignia for dress shirt, Blackinton Rhodium w/clutch back, <b>pair</b>                                                                                         |  | \$16.00 |
| 67. | Style A2909-1: Lieutenant Collar Insignia for dress shirt, Blackinton Rhodium w/clutch back, <b>pair</b>                                                                                              |  | \$15.00 |
| 68. | Style A2909-2: Captain Collar Insignia for dress shirt, Blackinton Rhodium w/clutch back, <b>pair</b>                                                                                                 |  | \$15.75 |
| 69. | Style A2908: Battalion Chief Collar Insignia for dress shirt, Blackinton Gold Plate w/clutch back, <b>pair</b>                                                                                        |  | \$16.50 |
| 70. | Style A3575: Battalion Chief Collar Insignia for dress coat, Blackinton Gold Plate w/clutch bac <b>pair</b>                                                                                           |  | \$10.10 |
| 71. | Style A2907: Fire Marshal Collar Insignia for dress shirt, Blackinton Gold Plate w/clutch back, <b>pair</b>                                                                                           |  | \$16.40 |
| 72. | Style A3615: Fire Marshal Collar Insignia for dress coat, Blackinton Gold Plate w/clutch back, <b>pair</b>                                                                                            |  | \$10.10 |
| 73. | Style A2906: Deputy Fire Chief Collar Insignia for dress shirt, Blackinton Gold Plate w/clutch back, <b>pair</b>                                                                                      |  | \$16.50 |
| 74. | Style A2872: Deputy Fire Chief Collar Insignia for dress coat, Blackinton Gold Plate w/clutch back, <b>pair</b>                                                                                       |  | \$10.10 |
| 75. | Style A2905: Fire Chief Collar Insignia for dress shirt, Blackinton Gold Plate w/clutch back, <b>pair</b>                                                                                             |  | \$16.50 |
| 76. | Style A3574: Fire Chief Collar Insignia for dress coat, Blackinton Gold Plate w/clutch back, <b>pair</b>                                                                                              |  | \$9.90  |
| 77. | Style S158C: Firefighter Badge, Smith & Warren Nickel Electroplate, Block type font, Regular black enamel, curved in shape w/Pin & Safety Catch, Seal C197RE one color border, Star text separator,   |  | \$51.00 |
| 78. | Style S158C: Sergeant Badge, Smith & Warren Nickel Electroplate, Block type font, Regular black enamel, curved in shape w/Pin & Safety Catch, Seal C197RE one color border, Star text separator,      |  | \$51.00 |
| 79. | Style S158C: Lieutenant Badge, Smith & Warren Nickel Electroplate, Block type font, Regular black enamel, curved in shape w/Pin & Safety Catch, Seal C181RE one color border, Star text separator,    |  | \$51.00 |
| 80. | Style S158C: Captain Badge, Smith & Warren Nickel Electroplate, Block type font, Regular black enamel, curved in shape w/Pin & Safety Catch, Seal C183RE one color border, Star text separator,       |  | \$51.00 |
| 81. | Style S158C: Battalion Chief Badge, Smith & Warren Gold Electroplate, Block type font, Regular black enamel, curved in shape w/Pin & Safety Catch, Seal C175RE one color border, Star text separator, |  | \$61.00 |
| 82. | Style S158C: Division Chief Badge, Smith & Warren Gold Electroplate, Block type font, Regular black enamel, curved in shape w/Pin & Safety Catch, Seal C177RE one color border, Star text separator,  |  | \$61.00 |
| 83. | Style S158C: Fire Marshal Badge, Smith & Warren Gold Electroplate, Block type font, Regular black enamel, curved in shape w/Pin & Safety Catch, Seal C177RE one color border, Star text separator,    |  | \$61.00 |

|     |                                                                                                                                                                                                                 |                     |          |
|-----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|----------|
| 84. | Style S158C: Deputy Fire Chief Badge, Smith & Warren Gold Electroplate, Block type font, Regular black enamel, curved in shape w/Pin & Safety Catch, Seal C187RE one color border, Star text separator,         |                     | \$61.00  |
| 85. | Style S158C: Fire Chief Badge, Smith & Warren Gold Electroplate, Block type font, Regular black enamel, curved in shape w/Pin & Safety Catch, Seal C189RE one color border, Star text separator,                |                     | \$61.00  |
| 86. | Style S158C: Fire Prevention Officer Badge, Smith & Warren Nickel Electroplate, Block type font, Regular black enamel, curved in shape w/Pin & Safety Catch, Seal C197RE one color border, Star text separator, |                     | \$51.00  |
| 87. | Style A2811: Fire Chief Hat Monogram, Blackinton Gold Plate w/screw back                                                                                                                                        |                     | \$18.60  |
| 88. | Style A1962: Deputy Fire Chief Hat Monogram, Blackinton Gold Plate w/screw back                                                                                                                                 |                     | \$33.50  |
| 89. | Style A2910: Division Fire Chief Hat Monogram, Blackinton Gold Plate w/screw back                                                                                                                               |                     | \$18.60  |
| 90. | Style A2910: Fire Marshal Hat Monogram, Blackinton Gold Plate w/screw back                                                                                                                                      |                     | \$18.60  |
| 91. | Style A2911: Battalion Chief Hat Monogram, Blackinton Gold Plate w/screw back                                                                                                                                   |                     | \$18.60  |
| 92. | Style NP102: Chief Officers Nameplate, Gold, Smith & Warren                                                                                                                                                     |                     | \$9.20   |
| 93. | Style C 558C: Non-Chief Officer Nameplate, Silver, Smith & Warren                                                                                                                                               |                     | \$18.65  |
| 94. | Style: Elbeco UFX Mock Turtleneck, Midnight Navy, Black, Men/Women                                                                                                                                              |                     | \$26.90  |
| 95. | Style: CTBA; Midweight Nomex FR Premium Coverall w/Reflective Trim                                                                                                                                              |                     | \$162.00 |
| 96. | Style: CT10NV; Twill Action Back Coverall                                                                                                                                                                       | Size: 52-62 \$33.10 | \$29.95  |

**Total Bid Price for All Line Items**

**\$ 6,023.49**

### **Specifications**

#### **Attachments for items Number 5 thru 8**

Shirts shall have fire department patch (sample only provided by the city) sewn onto the left sleeve ¾" below the top center of the shoulder seam. The blue and white Georgia State EMT patch (when appropriate) shall be sewn onto the right sleeve ¾" below the top center of the shoulder seam. A name strip made of the same material as the garment with the wearer's first initial and last name embroidered in gold block style letters for Chief Officer's, red block style letters for Lieutenant's and Captain's,

ITB 20-009: Fire Department Uniforms and Accessories

**GOVERNMENT OF THE CITY OF SOUTH FULTON**

**Office of the City Manager**

**WILLIAM "BILL" EDWARDS**  
MAYOR



**ODIE DONALD II**  
CITY MANAGER

**MEMORANDUM**

**TO:** Council Approval to Award contract to TSW, Inc.

**DATE:** July 28, 2020

**SUBJECT:** Council Approval to Award contract to TSW, Inc.

**REFERENCE:**

---

**CONCLUSION:**

**BACKGROUND:**

**FISCAL IMPACT:**

**ATTACHMENTS:**

| Description                               | Type       | Upload Date |
|-------------------------------------------|------------|-------------|
| Memo_TSW, Inc. for Streetlight Masterplan | Cover Memo | 7/23/2020   |



# GOVERNMENT OF THE CITY OF SOUTH FULTON

## Office of the City Manager

WILLIAM "BILL" EDWARDS  
MAYOR



ODIE DONALD II  
CITY MANAGER

### MEMORANDUM

TO: Honorable Mayor William "Bill" Edwards & City Council Members

FROM: Odie Donald II  
City Manager

DATE: July 20, 2020

SUBJECT: Contract for Streetlight Masterplan

---

#### Purpose

Staff recommends approval of TSW as the most responsive and responsible proponent in response to RFP20-008 (Streetlight Masterplan).

#### Formal Solicitation

The City of South Fulton, Department of Finance, Division of Contracts & Procurement issued RFP NO: 20-008 Streetlight Masterplan to solicit services from a vendor to Design a Streetlight Masterplan for the City of South Fulton. Proposals were issued on March 16, 2020 and were received on April 23, 2020.

Three (3) well qualified firms responded to RFP NO: 20-008 Streetlight Masterplan with proposals TSW, Tanko Lighting and Wi-Skies, LLC. They were evaluated by a committee of subject matter experts. The evaluation committee independently and collectively reviewed proposals and identified TSW as the most responsive and responsible firm that submitted the proposal that most closely addressed the needs of the City of South Fulton. The proposed budget for this project is \$135,000.00.

|                       |              |
|-----------------------|--------------|
| <u>Tanko Lighting</u> | \$176,722.00 |
| <u>TSW</u>            | \$135,000.00 |
| <u>Wi-Skies, LLC</u>  | \$185,813.00 |

Proposals were reviewed and evaluated per Procurement standard of at least a 3-member evaluation team. The process identified of TSW as the most responsive and responsible vendor (see Exhibit 1 attached).

#### Facts and Issues

TSW submitted the most qualified proposal as determined by the evaluation committee. Additionally, they submitted the lowest cost proposal of \$135,000. TSW's Proposal meets all the requirement of RFP 20-008 and represents the best value to the City see Streetlight Master Plan proposal attached hereto as Exhibit 2.

#### Funding Source

The masterplan will be funded out of URA 3, account#: 351-4100-54-1400 (\$130,105) and Streetlights account #:100-4100-53-1230 (\$4,895).

#### Recommendation

Staff recommends that TSW be selected as the most responsive, responsible and qualified candidate. Staff also recommends that council authorize Staff to engage TSW and negotiate an Agreement for TSW to perform services identified in RFP 20-008 and Contractor Proposal for an amount not to exceed \$135,000.00.

Should you need further information regarding this correspondence, please contact Anthony Kerr at [anthony.kerr@cityofsouthfultonga.gov](mailto:anthony.kerr@cityofsouthfultonga.gov).

**Exhibit 1**  
**Proposal Evaluation Tabulation**

| RFP20-008 Streetlight Masterplan<br>Score Tabulations |       |      |
|-------------------------------------------------------|-------|------|
| COMPANY                                               | SCORE | RANK |
| TSW                                                   | 94    | 1    |
| Tanko Lighting                                        | 80    | 2    |
| WI-SKIES, LLC                                         | 70    | 3    |

**\*Scores listed are out of a possible 100\***

**Exhibit 2**  
**TSW Streetlight Masterplan Proposal**



TECHNICAL PROPOSAL PART 1  
COMPANY / FIRM INFORMATION

RFP 20-005

CITY OF  
SOUTH FULTON  
PREPARATION OF  
A STREETLIGHT  
MASTERPLAN

DUE: MAY 7, 2020

TSW

PLANNERS  
ARCHITECTS  
LANDSCAPE ARCHITECTS

TSW  
Contact: Adam Williamson, PLA  
1447 Peachtree Street NE, Suite 850  
Atlanta, GA 30309  
404.873.6730 x104  
awilliamson@tsw-design.com  
www.tsw-design.com

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City of South Fulton | July 28, 2020



TAB 1

# LETTER OF TRANSMITTAL



1447 Peachtree Street NE  
Suite 850  
Atlanta, GA 30309

Ph: 404.873.6730  
www.tsw-design.com

**Principals:**

William Tunnell  
Jerry Spangler  
Thomas Walsh  
Caleb Racicot  
Adam Williamson  
Bryan Bays  
Heather Hubble

**Associates:**

Rebekah Calvert  
Woody Giles  
Lionel Johnson  
David Lintott  
Alex Fite-Wassilak  
Kristin L'Esperance  
Sarah McColley  
Laura Richter

May 6, 2020

Drexal Paulk, Procurement Officer  
**City of South Fulton**  
Department of Contracts & Procurement  
5440 Fulton Industrial Boulevard SW  
Atlanta, GA 30336

Dear Mr. Paulk and Selection Committee:

On behalf of **TSW**, it is my pleasure to submit the enclosed proposal to the City of South Fulton to provide assistance in preparing a Streetlight Masterplan. We appreciate the opportunity to bid on this effort, and believe that the TSW Team has the design skills and implementation experience to address current and future needs of street lighting in the community in a manner that reflects the City's vision and the community's values as well as the context of the surrounding built and natural environments.

The TSW Team builds on years of experience of designing and specifying streetlight systems as part of city-wide, district, and individual project design guidelines and implementation projects. With our extensive experience of implementation, our team understands options that are available, working within a budget, phasing and prioritization, and working with power companies and various City departments. TSW's Landscape Architecture Studio has led dozens of municipal master plans, streetscape efforts, and private development projects that all involved lighting systems, focusing on safety, various technologies, and cohesive aesthetics. TSW has also developed numerous public space standards and design guidelines for streetscapes that specify lighting systems. For this effort, TSW is teaming with William Womack, who is considered the leader for electrical lighting systems in Georgia. Womack, an electrical engineer, has the technical experience and understanding to help with energy efficiency, cost considerations, and available technologies. TSW and Womack have collaborated on dozens of municipal projects and have a good, successful working relationship.

After reviewing the enclosed materials, I hope you will agree that the TSW Team's experience in design and implementation of streetlight systems makes us ideally-suited to work with the City of South Fulton on this effort. I, Adam Williamson, am a Senior Principal at TSW and will be the main point of contact and am authorized to conduct business with the City on behalf of TSW. Please do not hesitate to contact me if you have any questions.

Sincerely,

Adam Williamson, PLA, AICP, LEED AP  
Senior Principal

Office: 404.873.6730 x414 | [adam.williamson@tsw-design.com](mailto:adam.williamson@tsw-design.com)

City of South Fulton | July 28, 2020

## TAB 2

# EXECUTIVE SUMMARY

## PROPOSAL CONTENTS

The TSW Team's technical proposal is organized as noted in the Request for Proposal into the following sections:

### TECHNICAL PROPOSAL - PART 1

- Tab 1 - Letter of Transmittal
- Tab 2 - Executive Summary
- Tab 3 - Company History
- Tab 4 - Experience
- Tab 5 - Capabilities
- Tab 6 - Company Principals

### TECHNICAL PROPOSAL - PART 2 (SEPARATE FILE)

- Tab 1 - Project Plan
- Tab 2 - Cost Proposal
- Tab 3 - Required Forms

## GENERAL MANAGEMENT PHILOSOPHY

TSW approaches each project with the goal of integrating the client's needs into a solution that fully addresses all relevant issues. Each step in the process is connected with the whole and linked to a specific project goal or milestone. We listen to our clients – their aspirations become the program from which we work. We are adept at communicating with many collaborators in the process to achieve consensus throughout a project's duration. Last but not least, our quality control procedures ensure that data and findings are accurate, public comments are adequately documented, and that analyses are in line with project goals.

## POINT OF CONTACT

Adam Williamson, Senior Principal, will serve as the point of contact for this effort throughout its duration.

Office: 404.873.6730 x104

Mobile: 404.545.2208

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

## SUMMARY OF PROPOSED SERVICES

After an initial consultation session with the City and developing a Project Management Plan and Public Involvement Plan, the TSW Team will begin the process with an existing conditions review and analysis. The team will work to review current plans, policies, and programs regarding streetlight systems followed by a lighting level study and analysis. All relevant data and findings will be documented in an Existing Conditions Report.

Following existing conditions, the TSW Team will develop a needs assessment that will be presented during a Stakeholder Committee Meeting and City Council Work Session.

After feedback from the Stakeholder Committee and City Council Work Session, the TSW Team will explore design and technology options for streetlight infrastructure based on research of best practices and case studies. This research will result in a matrix of options detailing streetlight design styles, lighting technology, specifications, and associated costs. As part of the recommendations, the team will identify locations for appropriate

options and develop a Streetlight Policy. The team will then present recommendations to City Council and the community during a Public Meeting to gather feedback and guidance.

Next, the team will focus on prioritization methodology, implementation, and funding. Once again, the team will rely on feedback from the Stakeholder Committee to ensure that recommendations are community-supported.

The TSW Team will develop an overall Streetlight Masterplan document that compiles all of the relevant findings, public input, and recommendations throughout the process. We will present the Streetlight Masterplan to the community during a Public Open House.

## PROPOSED PROJECT TEAM & RESPONSIBILITIES

|                 | PROJECT MANAGEMENT | STAKEHOLDER & PUBLIC ENGAGEMENT | EXISTING CONDITIONS REVIEW | NEEDS ASSESSMENT | STREETLIGHT INFRASTRUCTURE OPTIONS & RECOMMENDATIONS | PRIORITIZATION METHODOLOGY, IMPLEMENTATION & FUNDING | FINAL STREETLIGHT MASTER PLAN |
|-----------------|--------------------|---------------------------------|----------------------------|------------------|------------------------------------------------------|------------------------------------------------------|-------------------------------|
| Adam Williamson | ■                  | ■                               | ■                          | ■                | ■                                                    | ■                                                    | ■                             |
| David Lintott   | ■                  | ■                               | ■                          | ■                | ■                                                    | ■                                                    | ■                             |
| Julia Brodsky   |                    | ■                               |                            | ■                | ■                                                    | ■                                                    | ■                             |
| Woody Giles     |                    | ■                               | ■                          |                  | ■                                                    | ■                                                    | ■                             |
| William Womack  |                    | ■                               | ■                          | ■                | ■                                                    | ■                                                    | ■                             |



## TAB 3

# COMPANY HISTORY

## TSW

### OVERVIEW

TSW is a full-service planning, architecture, and landscape architecture firm that focuses on place-making and sustainability for every project, from downtown master plans to coding efforts and streetscape projects. TSW engages with municipalities and communities in metro Atlanta and across the Southeast to prepare relevant and innovative plans, guidelines, and codes that reflect local needs.

Our ideas are rooted in people, place, and the environment. These are the essential ingredients of every project's unique story. We are creative, interactive, and iterative, collaborating across disciplines to develop ideas that embrace the culture, vibe, and needs of people and place. Our process begins by listening to people to understand their needs, motivations, and how they relate to the environment. We study context to learn from the past, understand today's challenges, and plan for flexibility in the future. Our ideas improve the human experience by providing balanced, empathetic and sustainable outcomes that approach solutions through the lens of the user. We embrace natural systems working with the land to reduce the environmental impacts caused by development. We are rigorous, seeking input throughout our process and refining our work to develop designs that are context sensitive, resilient, and cost effective.

### TSW HISTORY

Tunnell, Spangler & Associates was founded in 1990 as a corporation by partners William Tunnell and Jerry Spangler in Atlanta, Georgia. Thomas Walsh was named a partner in 2002 and the company name was shortened to TSW in 2013. TSW is recognized as a Small Business Enterprise (SBE) by the City of Atlanta's Small Business Administration Program (Certification # 2014-167).

### TSW OFFICE & STAFF MEMBERS

TSW maintains an office in Midtown Atlanta with approximately 30 employees. Currently, our personnel includes: 3 registered architects, 10 project architect designers, 4 registered landscape architects, 8 landscape designers, 12 planners (9 with AICP accreditation), 10 LEED Accredited Professionals, and 2 administrative employees. Several staff members work in multiple studios.

#### TSW

1447 Peachtree Street NE, Suite 850  
Atlanta, GA 30309

### TSW MANAGEMENT

- Founding Principals: William Tunnell, Jerry Spangler, Thomas Walsh
- Senior Principals: Caleb Racicot, Adam Williamson, Bryan Bays
- Principal: Heather Hubble
- Senior Associates: David Lintott, Rebekah Calvert, Woody Giles, Lionel Johnson
- Associates: Sarah McColley, Alex Fite-Wassilak, Laura Richter, Kristin L'Esperance



TAB 4

# EXPERIENCE



| STREETLIGHT EXISTING CONDITIONS                        | STREETLIGHT DESIGN PLAN | STREETLIGHT SPECIFICATIONS | UTILITY & PUBLIC WORKS COORDINATION | SUSTAINABILITY STRATEGIES | COST ESTIMATIONS | PHASING & TIMEFRAMES | IMPLEMENTATION & FUNDING | ZONING REVIEW & POLICY RECOMMENDATIONS | GIS | STAKEHOLDER & PUBLIC ENGAGEMENT |
|--------------------------------------------------------|-------------------------|----------------------------|-------------------------------------|---------------------------|------------------|----------------------|--------------------------|----------------------------------------|-----|---------------------------------|
| Atlanta BeltLine Historic Fourth Ward Gateway          |                         |                            |                                     |                           |                  |                      |                          |                                        |     |                                 |
| Ralph D. Abernathy Complete Street Conversion Project  |                         |                            |                                     |                           |                  |                      |                          |                                        |     |                                 |
| City of Augusta 15th Street Corridor Streetscape       |                         |                            |                                     |                           |                  |                      |                          |                                        |     |                                 |
| City of Buford Hill Street Streetscape                 |                         |                            |                                     |                           |                  |                      |                          |                                        |     |                                 |
| City of Covington Pace Street Streetscape              |                         |                            |                                     |                           |                  |                      |                          |                                        |     |                                 |
| City of Douglasville Downtown Greenspace               |                         |                            |                                     |                           |                  |                      |                          |                                        |     |                                 |
| City of Duluth Main St. Streetscape & Parsons Alley    |                         |                            |                                     |                           |                  |                      |                          |                                        |     |                                 |
| Evans Town Center Urban Design Plan & Streetscapes     |                         |                            |                                     |                           |                  |                      |                          |                                        |     |                                 |
| Glynn County Veteran's Memorial Park                   |                         |                            |                                     |                           |                  |                      |                          |                                        |     |                                 |
| City of Gulf Shores (AL) Waterfront Park & Civic Plaza |                         |                            |                                     |                           |                  |                      |                          |                                        |     |                                 |
| Gwinnett County On-Demand Services                     |                         |                            |                                     |                           |                  |                      |                          |                                        |     |                                 |
| City of Kennesaw Dallas Street and Watts Drive         |                         |                            |                                     |                           |                  |                      |                          |                                        |     |                                 |
| City of Kennesaw Gateway Park                          |                         |                            |                                     |                           |                  |                      |                          |                                        |     |                                 |
| City of Lawrenceville Lawrenceville Lawn Amphitheater  |                         |                            |                                     |                           |                  |                      |                          |                                        |     |                                 |
| Midtown Alliance Juniper and 12th Streets Streetscapes |                         |                            |                                     |                           |                  |                      |                          |                                        |     |                                 |
| Midtown Alliance 5th Street Complete Street            |                         |                            |                                     |                           |                  |                      |                          |                                        |     |                                 |
| City of Peachtree Corners Town Center                  |                         |                            |                                     |                           |                  |                      |                          |                                        |     |                                 |
| City of Powder Springs Downtown Greenspace             |                         |                            |                                     |                           |                  |                      |                          |                                        |     |                                 |
| City of Stockbridge On-Call Landscape Architecture     |                         |                            |                                     |                           |                  |                      |                          |                                        |     |                                 |
| City of Woodstock Main Street Streetscape              |                         |                            |                                     |                           |                  |                      |                          |                                        |     |                                 |

## MIDTOWN ALLIANCE STREETSCAPES ATLANTA, GA

TSW is currently working with Midtown Alliance on streetscape projects for Juniper Street, portions of 12th Street and 14th Street, and the 5th Street Complete Street. The projects address public safety, stormwater runoff, lighting, beautification/greening, curb management (loading and parking), sidewalks, outdoor restaurant seating and more.

Streetlighting is a major component of each of the streetscape projects and includes an existing conditions analysis, conceptual and schematic design, construction documents, and construction administration. Streetlighting follows Midtown Alliance guidelines and City of Atlanta standards and also meets GDOT requirements. TSW's design includes proposed and existing pedestrian-scaled streetlights retrofitted with energy-efficient LED fixtures.

As part of the 5th Street project, TSW is conducting pop-up events to solicit feedback from the community. A recent pop-up (image below encouraged participants to review a number of photos depicting various designs for bicycle lanes, greenspaces, pedestrian crosswalks, street lighting, etc. and rank their preferences. Participants also left positive and negative comments about Fifth Street, along with ideas for improvements.

### PROJECT STATS:

- TSW and Womack projects
- Landscape Architecture Services for two streetscapes projects
- Lighting Plans that follow Midtown Alliance guidelines and City of Atlanta standards
- Juniper: \$8.7 million
- 5th Street: \$2.25 million
- Estimated completion 2021

### REFERENCE:

Cladie Washburn  
Midtown Alliance  
Phone: 404.809.2125  
cladie@midtownatl.com









## ATLANTA, GA





## PCIDS PUBLIC SPACE STANDARDS FULTON AND DEKALB COUNTIES, GA

The Perimeter Community Improvement Districts (PCIDs), representing both the Central (DeKalb) and Fulton Perimeter CIDs, are self-taxing districts that use additional property taxes to fund transportation, park, and other infrastructure improvement projects. The PCIDs are leading the charge to implement vital transportation enhancements that will enhance mobility and improve access to the Perimeter activity center.

TSW was retained by the PCIDs to develop Public Space Standards for the commercial district and surrounding development. The standards provide a framework for implementing public space plans and policies in the PCIDs and information for public and private entities making enhancements in rights-of-way and other public or semi-public spaces.

These standards recognize the importance of the relationship between private property and the public realm. They help to keep the PCIDs' public realm accessible, attractive, functional, easy to maintain, and consistent. They provide the tools to execute a successful streetscape and offer the standard elements that make up a streetscape. The standards will continue to develop and change as more streetscapes are implemented and as the PCIDs continues to mature.

### PROJECT STATS:

- TSW project
- Design and Policy Standards for street layout, lighting, pedestrian, and bicycle enhancements
- TSW fee: \$25,000
- Completed in 2017

### REFERENCE:

Jennifer Harper, PE  
(formerly with Perimeter CIDs and now with Clark Patterson Lee)  
Phone: 770.831.9000  
jharper@cplteam.com



The Standards include:

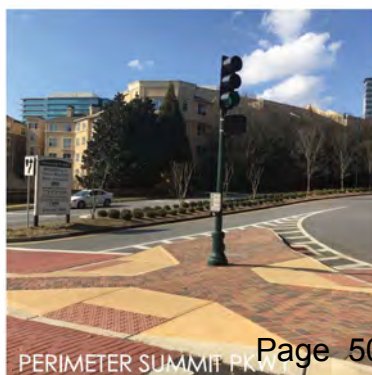
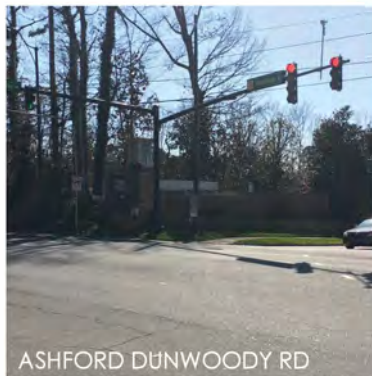
- Street layout guidelines, including varying street types and intersections
- Lighting layout guidelines
- Pedestrian and bicycle guidelines
- Landscape guidelines
- General notes
- Product appendix for transit pavilions, paving, street and bicycle furniture, lighting, etc.



# PCIDS PUBLIC SPACE STANDARDS

## FULTON AND DEKALB COUNTIES, GA

### CHAPTER 04: LIGHTING LAYOUT GUIDELINES



#### PARKWAY STREET LIGHTS

- Street lights to be placed in front of sidewalks spaced 90'-100' O.C. minimum between street trees. Pedestrian lights to be placed behind sidewalks oppositely spaced between street lights.

#### PRIMARY STREET LIGHTS

- Street lights to be placed in front of sidewalks spaced 90'-100' O.C. minimum. Pedestrian Lights to be placed behind sidewalks.

#### SECONDARY STREET LIGHTS

- Street lights to be placed in front of sidewalks spaced 90'-100' O.C. minimum between street trees. Pedestrian lights to be placed behind sidewalks oppositely spaced between street lights.

**NOTE:** All lighting should take into effect adjacent lighting.

**NOTE:** All new lighting must be LED and meet 1 foot candle standards unless existing adjacent foot candles vary; in that case lighting must match existing spacing and cadence and context takes precedent.

**NOTE:** Each roadway is to have individual lighting layout plan completed based on specific site and context. A photometric study is required and will take precedence over spacing guidelines.

**NOTE:** All lighting foot candles to be approved through city permitting.

**NOTE:** All final lighting layouts to be approved through city permitting.

**NOTE:** "The spacing shown to the right are suggested requirements. Local governments may require greater or smaller widths in conformance with an adopted plan or regulation."

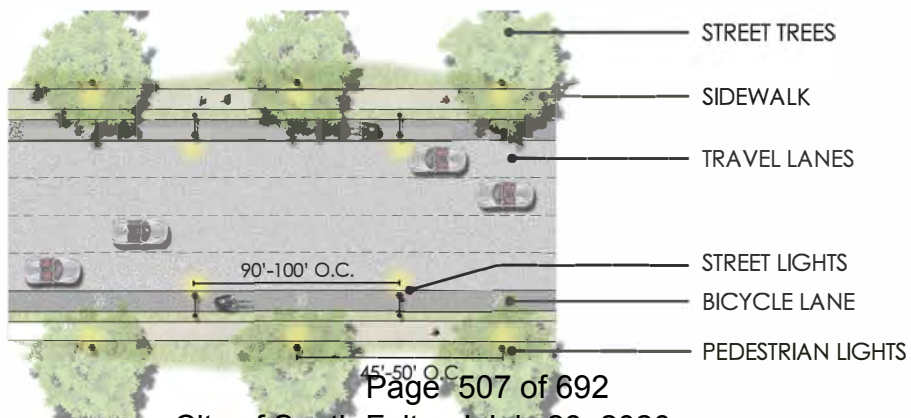
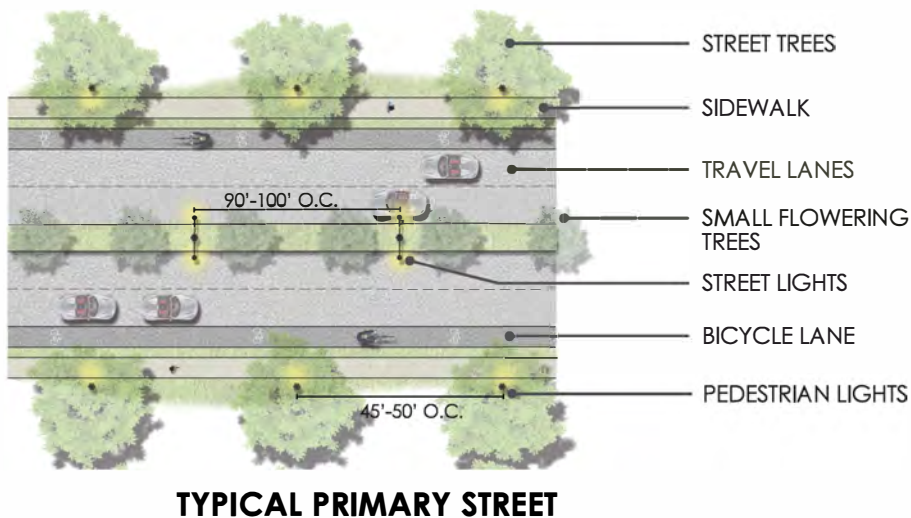
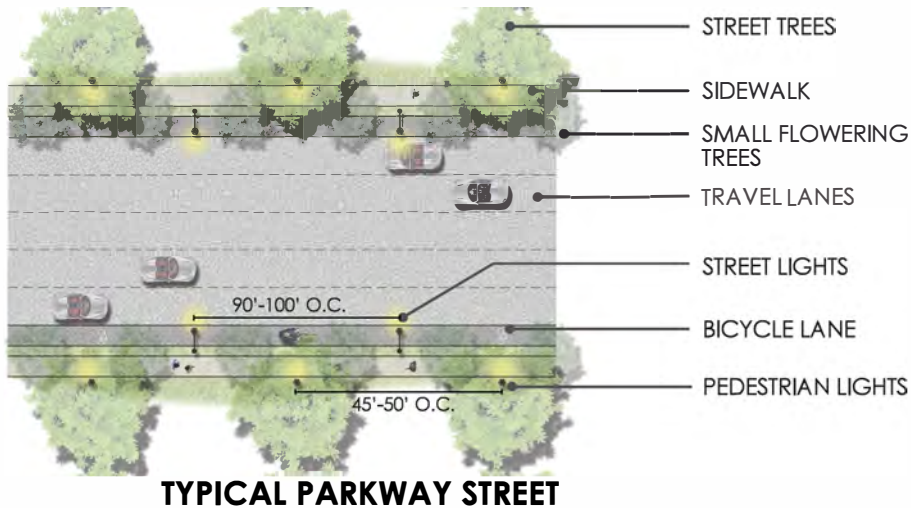
**NOTE:** All lighting types/fixtures found in Part 2: Standards.

**NOTE:** All lighting and landscape should be closely coordinated; trees shall not obstruct pedestrian lights.

## PCIDS PUBLIC SPACE STANDARDS

### FULTON AND DEKALB COUNTIES, GA

## CHAPTER 04: LIGHTING LAYOUT GUIDELINES





# PCIDS PUBLIC SPACE STANDARDS

## FULTON AND DEKALB COUNTIES, GA

### PREFERRED OPTION



#### VALMONT INDUSTRIES

Fluted 30' height; 19' signal arm mount,  
29' 6" light arm mount  
Light Arm and Attachment: Valmont  
Paramount 8" span  
Color: "Dark Green" by Valmont  
Industries  
NOTE: Base must be flush with top of  
pavers/hardscape

One Valmont Plaza  
Omaha, Nebraska 68154 USA  
P: 1-402-963-1000  
E: investor\_relations@valmont.com



#### UNION METAL

Fluted 30' height; 19' signal arm  
mount, 29' 6" light arm mount  
Light Arm and Attachment:  
Shakespeare Composite  
Structures OPDR-18 8" span  
Color: to match "Dark Green" by  
Valmont Industries  
NOTE: Base must be flush with top  
of pavers/hardscape

Union Metal Corporation  
1432 Maple Ave NE Canton, OH 44705



#### VSI SALES, INC.

Fluted, 30' height; 19' signal arm  
mount, 29' 6" light arm mount  
Finish: to match "Dark Green" by  
Valmont Industries  
NOTE: Base must be flush with top  
of pavers/hardscape

P.O. Box 135  
Cecilia, KY 42724  
P: 1 270 900 0020  
E: jfehrenbach@vsi-sales.com

### PREFERRED OPTION



#### SPRING CITY ELEC. MFG. COMPANY

Model: WBNRT-27 Steel  
Color: to match "Dark Green" by  
Valmont Industries with PCIDs logo

NOTE: Base must be flush with top  
of pavers/hardscape

Spring City Electrical Manufacturing  
Company  
One South Main Street  
Spring City, PA 19475  
P: (610) 948-4000



#### WHATLEY

Model: D9L-Decorative Base  
Color: to match "Dark Green" by  
Valmont Industries with PCIDs logo

NOTE: Base must be flush with top  
of pavers/hardscape

Whatley: Valmont Composite Structures,  
Inc.  
19845 U.S. Highway 76  
Newberry, SC 29108 USA  
P: 803.276.5507



#### VALMONT INDUSTRIES

Huntington 3L Enduro- Clamshell  
Model: 3L02EC  
Finish: to match "Dark Green" by  
Valmont Industries

NOTE: Base must be flush with top  
of pavers/hardscape

One Valmont Plaza  
Omaha, Nebraska 68154 USA  
P: 1-402-963-1000  
E: investor\_relations@valmont.com

### CHAPTER 07: MAST ARM SIGNAL POLE OPTIONS

### CHAPTER 07: MAST ARM SKIRT OPTIONS

### CHAPTER 07: MAST ARM LIGHT OPTIONS

### CHAPTER 07: PEDESTRIAN LIGHT LUMINAIRE OPTIONS

#### HOLOPHANE

MPL-4: Memphis Tear Drop Fixture-  
Standard: LED  
Arm Filter: BHLF-200-SCA-GN  
Color: to match "Dark Green" by  
Valmont Industries

Russ Lowe, Regional Sales VP  
Orlando, FL 32819  
P: 855-898-8038  
E: SoutheastSalesSupport@holophane.com



#### KING LUMINAIRE

K833- SOLITAIRE LED  
Utility Filter: BHLF-200-SCA-GN  
Color: to match "Dark Green" by  
Valmont Industries

9200 Energy Lane  
Northport, AL 35476-3442  
P: (800) 435-6563  
E: sales@stresscrete2.com



#### SENTRY ELECTRIC

SBCA3-LED Bishops Crook-A3  
Arm Filter: BHLF-200-SCA-GN  
Finish: to match "Dark Green" by  
Valmont Industries

185 Buffalo Avenue  
Freeport, New York 11520-4707  
P: 516.379.4660  
E: info@sentrylighting.com



#### COOPER

Generation ACN Post Top Fixtures  
LED Series  
Color: to match "Dark Green" by  
Valmont Industries

Eaton Center  
1000 Eaton Boulevard  
Cleveland, Ohio 44122  
P: 1-800-386-1911



#### HOLOPHANE

Granville Fixture Trip: Syracuse  
Granville II LED Series  
Color: to match "Dark Green" by  
Valmont Industries

Russ Lowe, Regional Sales VP  
Orlando, FL 32819  
P: 855-898-8038  
E: SoutheastSalesSupport@holophane.com



#### NEPTUNE LIGHTING

LED - Post Top Acorn Fixtures-  
94xxx Series  
LED Series  
Finish: to match "Dark Green" by  
Valmont Industries

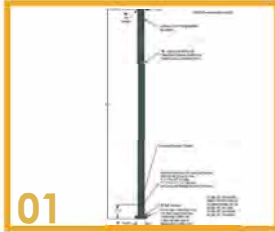
1 3950 W. Business Center Dr.  
Lake Forest, IL 60045  
P: 847.735.8330  
W: www.neptunlight.com



# PCIDS PUBLIC SPACE STANDARDS

## FULTON AND DEKALB COUNTIES, GA

### PREFERRED OPTION



#### HAPCO

Aluminum Poles Base Mounted  
30' Mounting Height  
Fluted: Octoflute  
Color: to match "Dark Green" by Valmont Industries

NOTE: Base must be flush with top of pavers/hardscape

26252 Hillman Highway  
Abingdon, VA 24210  
P: 800-368-7171

01

#### VALMONT

Aluminum Poles Base Mounted  
30' Mounting Height  
Fluted: 8-Sharp  
Color: "Dark Green" by Valmont Industries

NOTE: Base must be flush with top of pavers/hardscape

One Valmont Plaza  
Omaha, Nebraska 68154 USA  
P: 1-402-963-1000  
E: investor\_relations@valmont.com

02

#### THE STRESSCRETE GROUP

Aluminum Poles Base Mounted  
25' Mounting Height  
The Cleveland, FF Fluted Tapered  
Model: KM19  
Finish: to match "Dark Green" by Valmont Industries

NOTE: Base must be flush with top of pavers/hardscape

9200 Energy Lane  
Northport, AL 35476-3442  
P: (800) 435-6563

03

### CHAPTER 07: STREET LIGHT POLE OPTIONS

### PREFERRED OPTION



#### HAPCO

York Series Fluted; Y7S 17" base  
12' Mounting Height  
Color: to match "Dark Green" by Valmont Industries

NOTE: Base must be flush with top of pavers/hardscape (tolerance: 1")

26252 Hillman Highway  
Abingdon, VA 24210  
P: 800-368-7171

01

#### SPRING CITY ELEC. MFG. COMPANY

Northampton Pole; SBNH16.5-W Steel  
12' Mounting Height  
Color: to match "Dark Green" by Valmont Industries

NOTE: Base must be flush with top of pavers/hardscape (tolerance: 1")

Spring City Electrical Manufacturing Co  
One South Main Street  
Spring City, PA 19475  
P: (610) 948-4000

02

#### VALMONT INDUSTRIES

Huntington Series  
12' Mounting Height  
17" base  
Finish: to match "Dark Green" by Valmont Industries

NOTE: Base must be flush with top of pavers/hardscape (tolerance: 1")

One Valmont Plaza  
Omaha, Nebraska 68154 USA  
P: 1-402-963-1000

03

### CHAPTER 07: PEDESTRIAN LIGHT POLE OPTIONS

### CHAPTER 07: PEDESTRIAN SIGNAL POST OPTIONS

#### HAPCO

York Series Fluted  
10' Mounting Height  
Color: to match "Dark Green" by Valmont Industries  
NOTE: Base must be flush with top of pavers/hardscape (tolerance: 1")

26252 HILLMAN HIGHWAY  
Abingdon, VA 24210  
P: 800-368-7171



01

#### SPRING CITY ELEC. MFG. CO

Northampton Pole; Model: SBNH16.5-W Steel  
12' Mounting Height  
Color: to match "Dark Green" by Valmont Industries  
NOTE: Base must be flush with top of pavers/hardscape (tolerance: 1")

Spring City Electrical Manufacturing Co  
One South Main Street, Spring City, PA 19475, P: (610) 948-4000



02

#### VALMONT INDUSTRIES

Huntington Series  
12' Mounting Height  
17" base  
Finish: to match "Dark Green" by Valmont Industries  
NOTE: Base must be flush with top of pavers/hardscape (tolerance: 1")

One Valmont Plaza  
Omaha, Nebraska 68154 USA



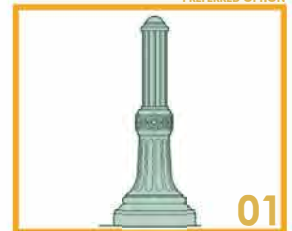
03

### CHAPTER 07: METAL BOLLARD OPTIONS

#### ANTIQUE STREET LAMPS

New York Series  
BCA BNY17DT  
Finish: "Dark Green" by Valmont Industries  
\*Not to be lighted

1170 Peachtree Street, NE Suite 2300  
Atlanta, GA 30309-7676  
P: 1-800-922-9641



01

#### AMERLUX EXTERIOR

DSD817FL  
Finish: "Dark Green" by Valmont Industries  
\*Not to be lighted

5220 Shank Rd, Pearland, TX 77581  
P: (281) 997-5400  
E: lisa@amerlux.com



02

#### HOLOPHANE

Style: Cast Aluminum Bollards  
Model: BOL-NY: 43.5" high, dome top  
Finish: "Dark Green" by Valmont Industries  
\*Not to be lighted

Russ Lowe, Regional Sales VP  
Orlando, FL 32819  
P: 855-898-8038  
E: SoutheastSalesSupport@holophane.com  
E: sales@bolson.com



03



## PEACHTREE CORNERS TOWN CENTER

### PEACHTREE CORNERS, GA

TSW was retained by the City of Peachtree Corners and Fuqua Development to provide planning and design services for the City's signature urban park space and town center area. The newly opened park serves as the community's Town Green with a large oval amphitheater. Other important features include an open air pavilion, a large interactive water feature, playable art, turf berms, Founders Monument, community garden, and Veterans Monument.

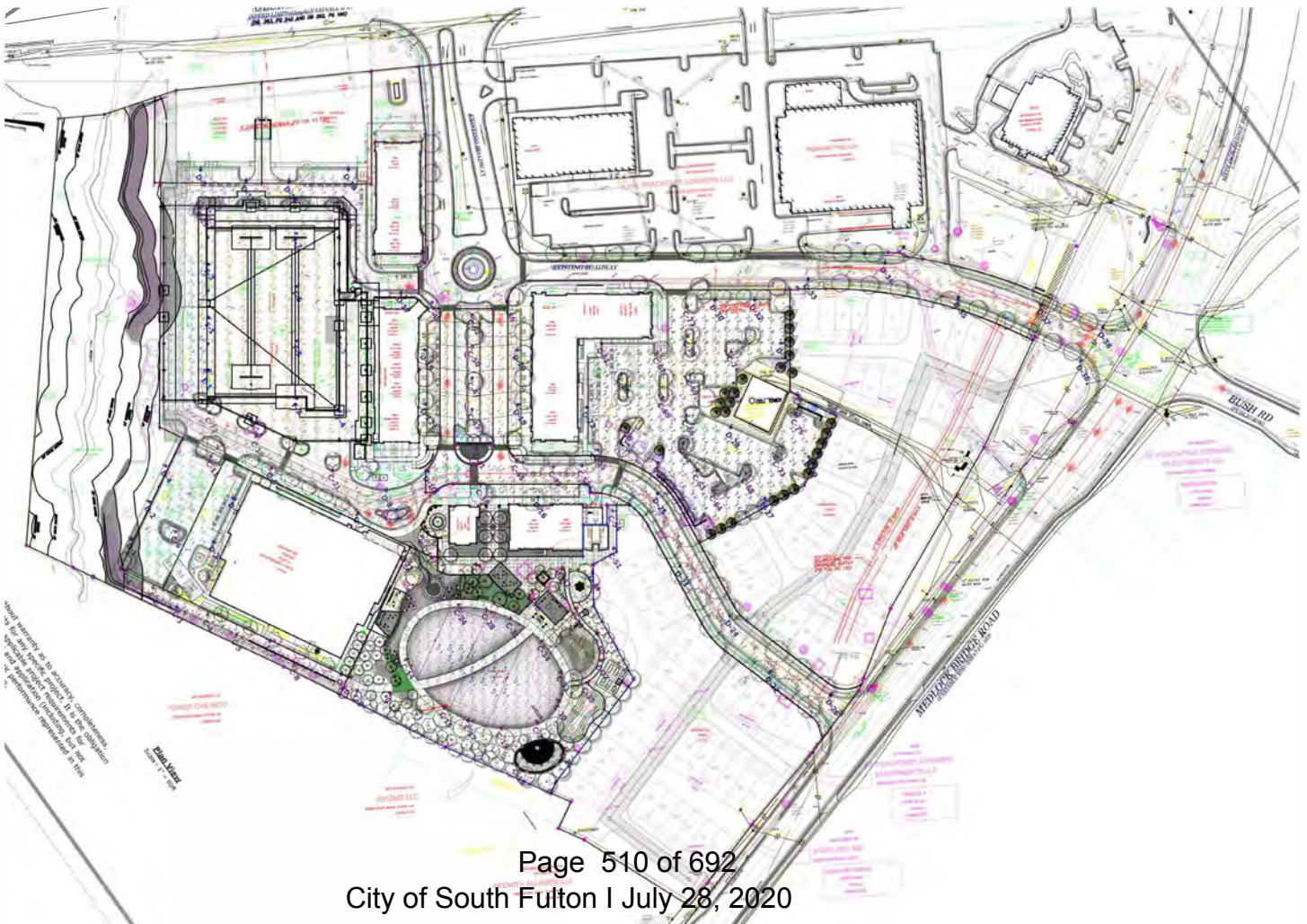
TSW and Womack worked with the City of Peachtree Corners to develop a lighting plan that complemented the existing City's lighting infrastructure while also specifying unique lighting to enhance the public experience at the Town Green. Lighting components included various tree uplights, accent wall lighting, performance stage with projection screen, bollard path lights, pedestrian pole lights, hanging pendant (exposed bulb lights), and step lights.

#### PROJECT STATS:

- TSW and Womack project
- Landscape Architecture Services for Town Green and pedestrian connections
- Lighting Plan to highlight various features of the park and provide pedestrian safety
- \$2.8 million construction cost (not including City-provided lighting)
- Completed in 2019

#### REFERENCE:

Kevin Floyd  
Fuqua Development  
Phone: 404.907.1709  
kevin.floyd@fuquadev.com





## PEACHTREE CORNERS TOWN CENTER

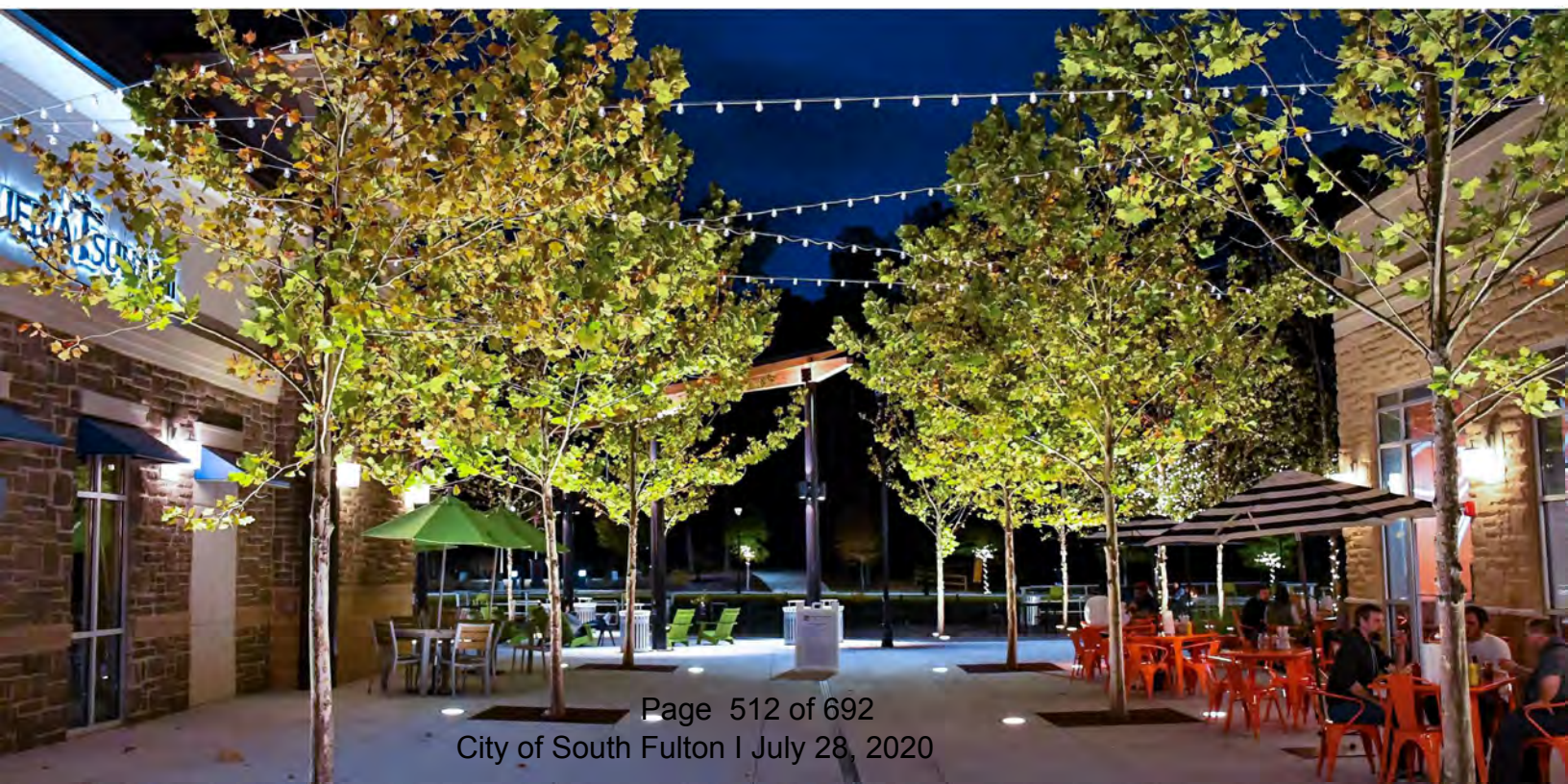
PEACHTREE CORNERS, GA





## PEACHTREE CORNERS TOWN CENTER

PEACHTREE CORNERS, GA





## CITY OF DULUTH MAIN STREET STREETSCAPES & PARSONS ALLEY DULUTH, GA

TSW was retained by the City of Duluth to develop their Downtown Master Plan to help establish a vision for the future of the downtown area as a true hometown and a regional magnet for commerce. The Master Plan details an implementation strategy of municipal projects, needed policy changes, and catalytic projects to fulfill that vision.

Following the Master Plan, TSW designed streetscapes for the downtown area focusing on a balance between vehicles and pedestrians. The streetscape was a two phase project on historic Main Street designed to accommodate outdoor dining, buskers, and mid-block crossings. The project has also increased the amount of on-street parking available in downtown Duluth. Another implementation project that resulted from recommendations in the Master Plan is the catalytic project, Parsons Alley. TSW developed construction documents for the site that includes a plaza area to serve the downtown area and adjacent restaurants with seating, bocce ball court, entertainment screen, play art structure, public art, and redesigned surface parking area.

TSW and Womack worked with the City of Duluth to develop a lighting plan and wiring schedule that complemented the existing City's lighting infrastructure. Lighting/electrical components included pedestrian pole lights and standard street lights.

### PROJECT STATS:

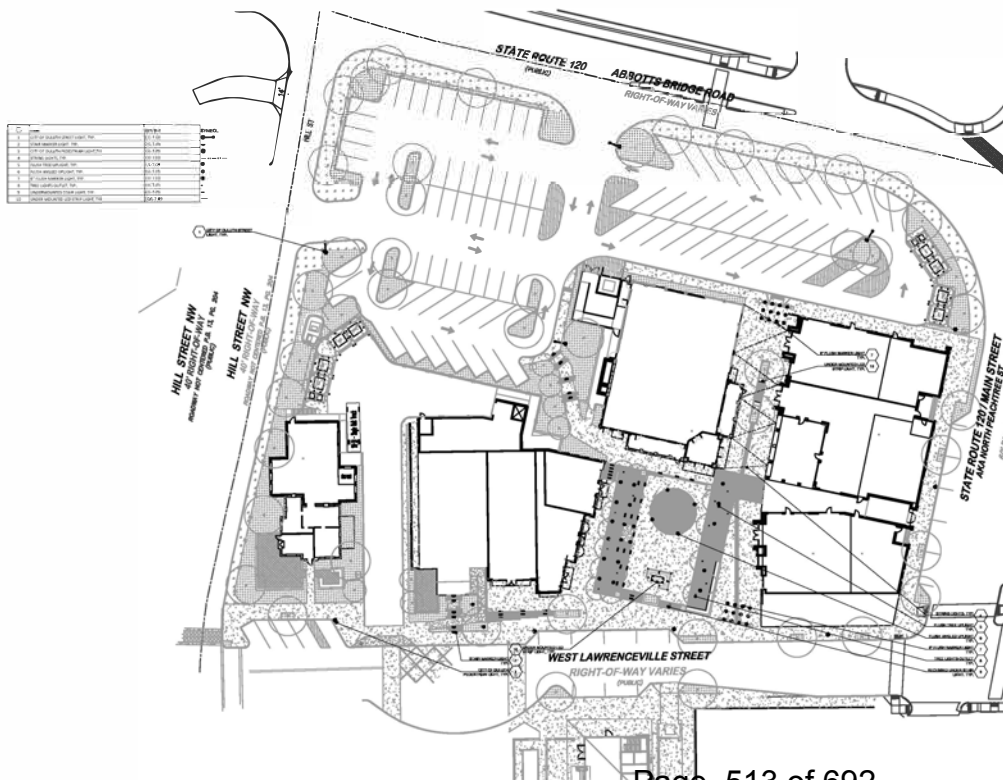
- TSW and Womack project
- Landscape Architecture Services for Main Street Streetscapes (Phase I and II) and 30,000 SF urban plaza and surrounding retail/restaurants
- Lighting Plan to address pedestrian and vehicular safety and enhance public experience
- Construction costs estimated at \$7.5 million
- Completed in 2017

### REFERENCE:

James Riker, City Manager  
City of Duluth  
Phone: 770.497.5231  
jriker@duluthga.net

**"I am pleased to recommend the services of TSW. TSW is part of our on-call services team. The TSW team has a proven track record of working with the City of Duluth and providing quality services. We were impressed with TSW's commitment to quality and the great service provided.**

**- James Riker, City Manager**





## CITY OF DULUTH MAIN STREET STREETSCAPES & PARSONS ALLEY

DULUTH, GA





## CITY OF DULUTH MAIN STREET STREETSCAPES & PARSONS ALLEY

DULUTH, GA





## LUMPKIN COUNTY DESIGN GUIDELINES

### LUMPKIN COUNTY, GA

TSW developed Design Guidelines for the Lumpkin County's Gateway Corridor Overlay District. The purpose of the Design Guidelines is to provide a single design resource for the County and its private partners to develop areas in a uniform, coordinated manner. It is intended to be used as a reference for the desired standards for transportation, the built environment, and landscaping patterns for new development and substantial redevelopment projects specifically within the Gateway Corridor Overlay District. All applicable developments proposed within the Gateway Corridor Overlay District shall be subject to procedures, standards, and guidelines specified. This includes requiring site plans and landscaping plans; buffering between incompatible uses; adhering to the signage and lighting guidelines; and screening large parking lots, loading, and unloading areas from view.

TSW developed a public engagement process as part of the effort to gather input from across the community. It included interviews, a community open house, and a visual preference survey that received approximately 400 responses.

#### PROJECT STATS:

- TSW project
- Design Guidelines for new development and redevelopment
- Lighting guidelines focus on safety, staying on budget, reducing skyglow, and cohesive streetscape furnishings
- TSW fee: \$25,000
- Completed in early 2020

#### REFERENCE:

Rebecca Shirley  
Lumpkin County Dev. Authority  
Phone: 706.482.2648  
[rebecca.shirley@lumpkincounty.gov](mailto:rebecca.shirley@lumpkincounty.gov)

LUMPKIN COUNTY

## DESIGN GUIDELINES

Gateway Corridor Overlay District

January 1, 2020

# LUMPKIN COUNTY DESIGN GUIDELINES

## LUMPKIN COUNTY, GA

### CHAPTER 5

## SITE FURNISHINGS: LIGHTING

### Overview

Outdoor lighting should be designed in regard to placement, intensity, timing, duration, and color. These regulations support lighting that does the following:

#### Promote Safety

Too heavy of lighting can result in unsafe glare conditions for motorists and could thus, contribute to more accidents on the roadways. The roadway and/or pedestrian lighting should illuminate circulation and activity zones and facilitate safe pedestrian and vehicular movement. Appropriate illumination should be provided at points of decision, such as intersections, arrival points, and other special features.

Consistent levels of illumination should be maintained in public areas. Safe and comfortable circulation depends more on the consistency of

illumination than on the level or brightness of the lighting. All light sources should be shielding to reduce glare, spill light, and wasted light.

#### Be Better Neighbors

Lighting in commercial areas should not spill over onto adjacent residential areas. The color of light source should be considered. High pressure sodium produces a yellow colored light, and metal halide is a more natural white light.

#### Save Money

Light fixtures with efficient light bulbs such as LEDs are more expensive in the short-term but cost-effective over time because they use less energy.

#### Reduce Skyglow

Our clear view of the night sky is a resource in Lumpkin County and is significantly important to county residents to be retained. Stray and

excessive lighting contribute to 'light pollution', clutter, and unnatural 'sky glow'.

Discouraged or unacceptable light fixtures include those that produce glare and light trespass. Acceptable light fixtures are those that shield the light source to reduce glare and light trespass, and to facilitate better vision at night.

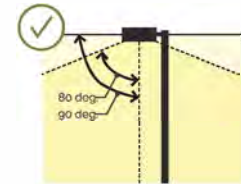
#### Full Cut Off and Fully Shielded

Full cut off and fully shielded light fixtures are recommended for the Lumpkin County Gateway Corridor. Full cut off light fixtures do not allow light to be emitted above the fixture and the fixture reduces glare by limiting the light output to less than 10% at and below 10 degrees below the horizontal. Fully shielded fixtures are constructed and installed in such a manner that all light emitted by it, either directly from the lamp or a diffusing element, or indirectly by reflection or refraction from any part of the fixture, is projected below the horizontal. See the diagram at right.

#### Be Attractive

The finish on street lights and site furnishings should coordinate in overall design, color, finish, and placement.

The lighting fixtures shown on the following page are considered acceptable light fixtures for the Lumpkin County Gateway Corridor Overlay District.



> Example diagram showing a cut off light fixture. No light should be at or above the 90 degrees.



> Example of an appropriate pedestrian path light (specs shown on following page)



> Example of non cut-off lighting that produces too much glare

#### GENERAL STANDARDS

- Outdoor lighting shall be established so that adjacent properties and roadways are not adversely affected and no direct light is cast upon them unless the lighting is specifically intended to illuminate pedestrian paths or other means of inter-parcel connectivity. It shall be designed to provide adequate illumination, but light shall not be excessive so as to cause light pollution, create a negative visual impact, or safety concerns.

- The specific standards for outdoor lighting plan are contained in the Guidelines for Good Exterior Lighting Plans, developed by the International Dark-Sky Association, and which is contained within the Gateway Corridor Overlay District Design Guidelines.
- Permanent mounted exterior neon lights and laser sourced lights for outdoor advertising or entertainment are prohibited.

### CHAPTER 5

## SITE FURNISHINGS: LIGHTING CONT.

#### BOLLARD: UNLIT



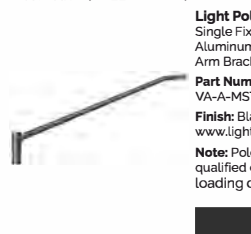
**Huntco Site Furnishings**  
5-Inch Square Bollard  
Standard Flat Top  
**Size:** 36" Height, 10" Length,  
10" Width  
**Mounting:** In Ground  
**Finish:** Powder Coat Matte  
Black (BK-08)  
[www.huntco.com](http://www.huntco.com)

#### BOLLARD: LIT



**Lumens**  
Open Top Square LED Bollard  
Landscape Light By Kuzco  
Lighting  
**Size:** Length 5.88", Width  
5.88", Height 36"  
**Finish:** Black  
**Temperature:** 3000K  
[www.lumens.com](http://www.lumens.com)

#### MAST ARM (FULL CUTOFF)



**Light Poles Plus**  
Single Fixture Mount, 4' Long,  
Aluminum Tapered Elliptical Mast  
Arm Bracket, Pole Top Hub Mount  
**Part Number:**  
VA-A-MST-R30-1-000-FP-SG-48  
**Finish:** Black (VA-BK)  
[www.lightpolesplus.com](http://www.lightpolesplus.com)  
**Note:** Pole to be chosen by  
qualified engineer to analyze  
loading design.

#### PEDESTRIAN PATH LIGHT



**Lumens**  
LED Garden and Pathway  
Luminaire - 77263/77264 By  
BEGA  
**Size:** Width 4.38", Height 27.5"  
**Finish:** Graphite  
**Temperature:** 3000K  
[www.lumens.com](http://www.lumens.com)

#### PEDESTRIAN AREA LIGHT



**Lumens**  
Open Square LED Bollard  
Landscape Light By Kuzco  
Lighting  
**Size:** Length 5.88", Width  
5.88", Height 36"  
**Finish:** Black  
**Temperature:** 3000K  
[www.lumens.com](http://www.lumens.com)

#### STREET LIGHT (FULL CUTOFF)



**GA Power LED**  
Decorative Post Top Lighting  
**Model:** Philips MetroScape  
LED Post-Top (MPTR)  
**Temperature:** 3000K  
**Fixture Color:** Black (BKTX)  
[www.georgiapower.com](http://www.georgiapower.com)

> The location of trees may affect the consistency of illumination along the streetscape. The distance between a street tree and a street light will depend on the type of light. Generally, the center of a street tree should be no closer than 12 feet from a streetlight.



# LUMPKIN COUNTY DESIGN GUIDELINES

## LUMPKIN COUNTY, GA

### CHAPTER 1

## HOW TO USE THESE STANDARDS

*"Lumpkin County: A historic mountain community that values small town tradition and balances responsible, focused growth, while also promoting quality of life and the experience of recreational living with southern charm."*

### Why Design Standards?

The Lumpkin County Design Guidelines for the Gateway Corridor Overlay District outlines basic standards for the public realm within the Gateway Corridor Overlay District of Lumpkin County, Georgia. This guide builds on the standards established in the Gateway Corridor Overlay District of Lumpkin County Land Use Regulations, by providing a unified aesthetic to development that meets the needs of the community and its visitors.

The purpose of this document is to provide a single design resource for the County and its private partners to develop areas in a uniform, coordinated manner. It is intended to be used

as a reference for the desired standards for transportation, the built environment, and landscaping patterns for new development and substantial redevelopment projects specifically within the Gateway Corridor Overlay District.

It is the desire of Lumpkin County that by providing these guidelines to property owners and developers at the earliest stages of project design, the community will benefit from higher quality projects.

This guide shall be used as a framework for future development and requires builders to go through a design review process to receive final approval. This process is explained in detail on the following pages.

### Objectives

- **Develop Overlay District (Chapter 2)**, which establishes the Land Use Development Standards, PUD zoning requirements, etc.
- **Develop Transportation Regulations (Chapter 3)**, which includes interconnectivity between parcels, sidewalks, trail network, and parking requirements.
- **Develop Built Environment (Chapter 4)**, which details building mass and scale, building materials, and signage types that are encouraged.
- **Develop Landscape Patterns (Chapter 5)**, which describes the plant materials, hard-scape materials, and street-scape furnishings for streets and public spaces.

### Overview of Planning Process

Managing the anticipated growth while protecting the natural beauty and quality of life of Lumpkin County is a top priority for the Lumpkin County Board of Commissioners, the Development Authority of Lumpkin County, residents, and businesses. Building upon recent efforts that updated and organized Lumpkin County's Land Use Regulations, the Development Authority and the Lumpkin County Government engaged the services of TSW and the University of Georgia's Carl Vinson Institute of Government to conduct further analysis of the land use requirements for the Gateway Corridor

Character Area and the development of the Gateway Corridor Overlay District.

The planning team developed a process that was designed to gather input from across the community. It included interviews, a community open house, and a visual preference survey that received approximately 400 responses. The results informed the planning team of the types of preferred development for mixed-use, commercial, light industrial, residential, trails, streetscapes, open space, and signage. This document summarizes the overlay district and provides a visual depiction of the community vision, design quality, and land use requirements for the Gateway Corridor Overlay District.

The results of the public input helped the planning team identify four major goals for the Gateway Corridor Overlay District:

1. Preserve rural mountain community;
2. Protect scenic views along Highway 400;
3. Ensure development is the appropriate scale; and
4. Encourage mixed land uses and interconnectivity to limit traffic on the highway.

### Questions?

You can contact us at:  
**Development Authority of Lumpkin County**  
194 Courthouse Hill  
Dahlonega, GA 30533  
(706) 864-0423  
<https://picklumpkincounty.org>  
Facebook: @PickLumpkinGA  
Twitter: @PickLumpkinGA  
Instagram: @PickLumpkinGA

**Lumpkin County Planning Department**  
25 Short Street, Suite 10  
Dahlonega, GA 30533  
(706) 864-6894  
<https://www.lumpkincountyga.gov>

aluminum siding, shipping containers, and pre-engineered metal buildings are prohibited.

- C. Temporary buildings are prohibited, except those placed onsite for a construction or development project provided they do not remain onsite once the project is complete.
- D. No building shall exceed three stories in height, except where any additional height is offset by the ground level of the building being located sufficiently below the road grade of the highway to sufficiently diminish the visual impact of the building from the right of way, or the architectural massing of the building is designed to sufficiently reduce the visual impact of the structure.
- E. Buildings shall be oriented towards the internal access roads.
- F. Large parking lots shall not be located between the buildings and state highways. A maximum of 2 rows of parking and access aisle may be located between the building and state highways for the length of the building. Shared use of parking between buildings, land uses, or parcels is encouraged.
- G. Storm water detention facilities should be located so as to limit their visibility, and, as much as practical, they should be integrated into the landscape.
- H. All utilities shall be installed underground.
- I. All developments with outdoor lighting shall submit an outdoor lighting plan to the Planning Department.
  - i. Outdoor lighting shall be established so that adjacent properties and roadways are not adversely affected and no direct light is cast upon them unless the lighting is specifically

intended to illuminate pedestrian paths or other means of inter-parcel connectivity. It shall be designed to provide adequate illumination, but light shall not be excessive so as to cause light pollution, create a negative visual impact, or safety concerns.

- II. The specific standards for outdoor lighting plan are contained in the Guidelines for Good Exterior Lighting Plans, developed by the International Dark-Sky Association, and which is contained within the Gateway Corridor Overlay District Design Guidelines.
- III. The following lighting is prohibited:
  - a. Permanent mounted exterior neon lights.
  - b. Laser sourced lights for outdoor advertising or entertainment.
- J. In addition to the regulations contained in Chapter 46 of this code regulating local signs, the following shall apply to all signs located in the Gateway Corridor Overlay District.
  - i. The location of all signage shall be limited to monument signs located at the entrance to a property or to the sides of buildings. This shall not apply to directional or way-finding signs.
  - II. No signs shall be visible above the tree line, and are not to exceed the maximum allowable height allowed under the sign ordinance.
  - III. Signs may be externally or internally illuminated.
  - IV. If a sign is externally illuminated, only indirect lighting is permitted, and down-lit is preferred in order to limit

## List of Preferred Uses:

### NEIGHBORHOOD COMMERCIAL

Small scale commercial establishments primarily serving the immediate neighborhood. Examples include:

- Small retail shops not significantly engaged in wholesale or mail order business;
- Beauty salon or barber shop, aroma therapy clinic, spa, and other similar personal care services;
- Florist; and
- Professional services, such as a lawyer, accountant, tax preparer, insurance agent, etc.

### COMMUNITY COMMERCIAL

Establishments primarily serving the larger community beyond the immediate neighborhood. Examples include:

- Medical offices and labs;
- Banks, credit unions, and savings institutions;
- Dry cleaning or laundry service;
- Gasoline service station, convenience store/quick stops;
- Hotels and motels;
- Medium sized shops, such as drug stores; and

- Light auto service, such as a tire shop or oil change/service center performing routine maintenance for passenger cars and trucks.

### INTENSIVE COMMERCIAL

Establishments of a regional character that are likely to attract large amounts of traffic or intensive traffic from tractor trucks or other heavy equipment. Examples include:

- Hospitals;
- Corporate offices;
- Regional malls;
- Office, industrial, and business parks;
- Warehousing and distribution;
- Lumber yards, home supply marts;
- Tractor truck, utility trailer and RV rental and leasing or sales;
- Motion picture theaters; and
- Heavy auto service, such as body shops, auto painting, and repair for passenger cars and trucks or repairs or service of tractor trucks or other heavy equipment.

### MIXED-USE

Buildings containing both residential and non-residential uses

light pollution.

- V. All sign illumination shall be kept to a minimum light level to make the sign readable while limiting light pollution.
- K. No graded slope may be steeper than 3:1 horizontal to vertical. Any slope steeper

will require a retaining wall. Retaining walls shall meet the following minimum requirements, though alternative designs may be approved if they adequately address the negative aesthetic impacts of the wall:

- I. The height and length of retaining wall shall be minimized and

## NORTHWINDS PARKWAY EXTENSION

### FULTON COUNTY, GA

TSW worked with Croy Engineering to develop a multi-modal street design for the Northwinds Parkway extension for the North Fulton Community Improvement District. The design includes four, 11-foot travel lanes and a 20-foot median. There are bicycle lanes on both sides and a 6-foot sidewalk with a large green verge to create a tree lined street. A 12-foot multi-use trail is also included to accommodate all levels of bicycle users. The median is landscaped with large sweeping swaths of native grasses and shrubs.

As part of the design, the team developed a lighting design for the extension that included:

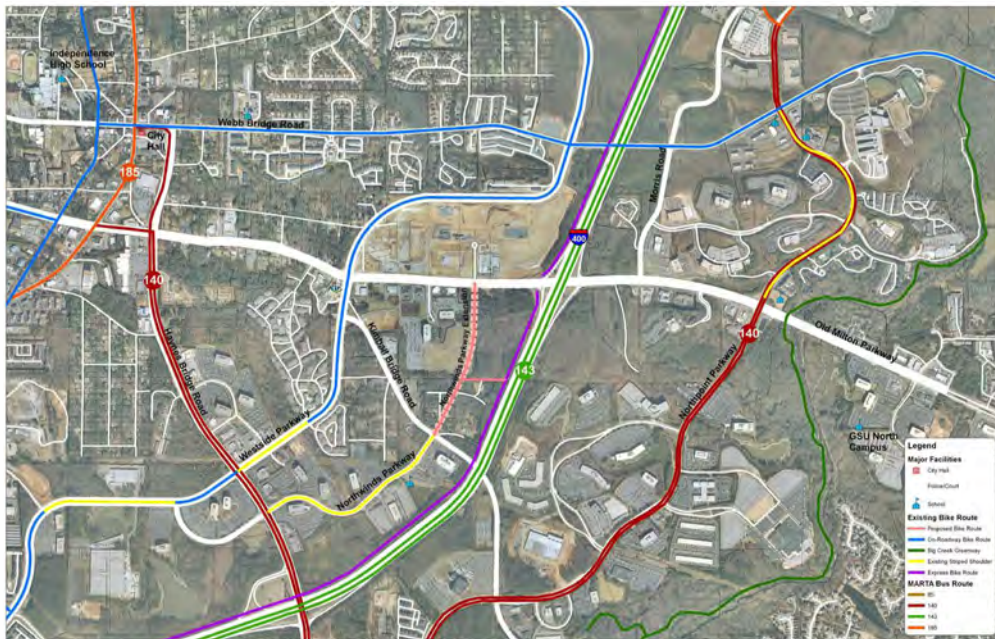
- Photometric calculations for lighting design, complying with GDOT and IES standards
- Coordinating power service with utility companies
- Developing details for lighting plans
- Sizing for cables, conduits, and electrical equipment for the project
- Creating all necessary electrical single line and schematic drawings
- Creating lighting layout drawings
- Providing a lighting quantity summary for the project

#### PROJECT STATS:

- TSW project
- Landscape Architecture Services, including lighting design for roadway extension
- \$6 million estimated construction costs
- Phase I completed in 2016 and Phase II completed in 2017

#### REFERENCE:

Chris Rideout  
Croy Engineering  
Phone: 770.971.5407 x210  
crideout@croyengineering.com



**NORTHWINDS PARKWAY EXTENSION**  
Existing and Proposed Facilities  
Prepared by: Croy Engineering, Tunell-Spangler-Walsh & Associates

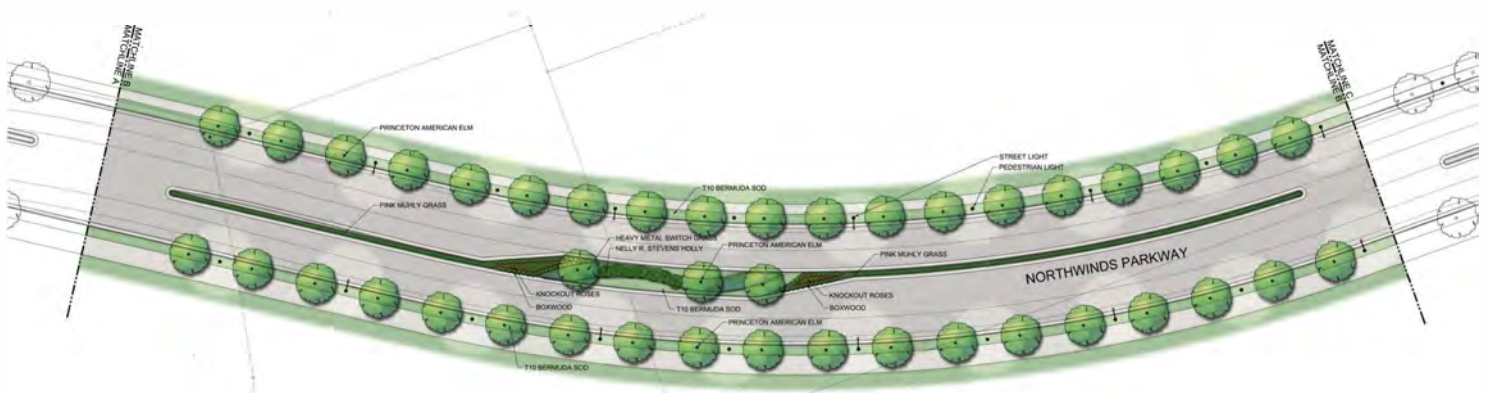
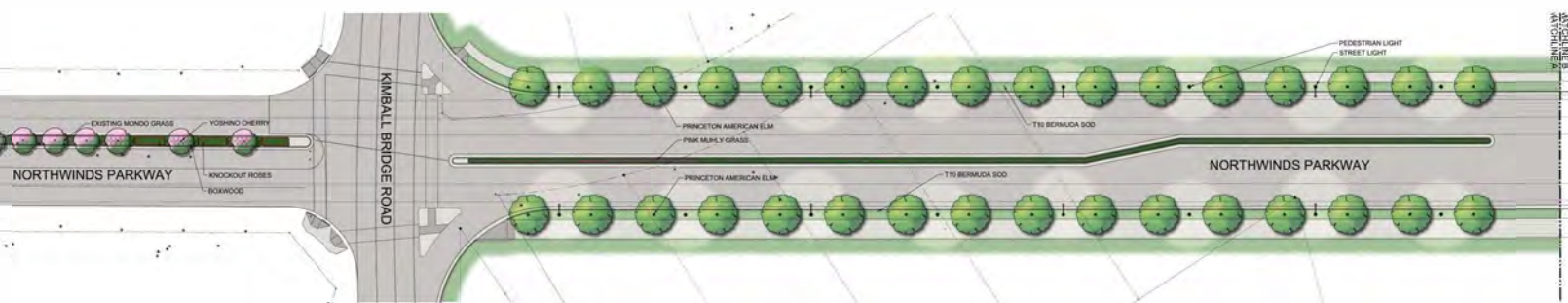
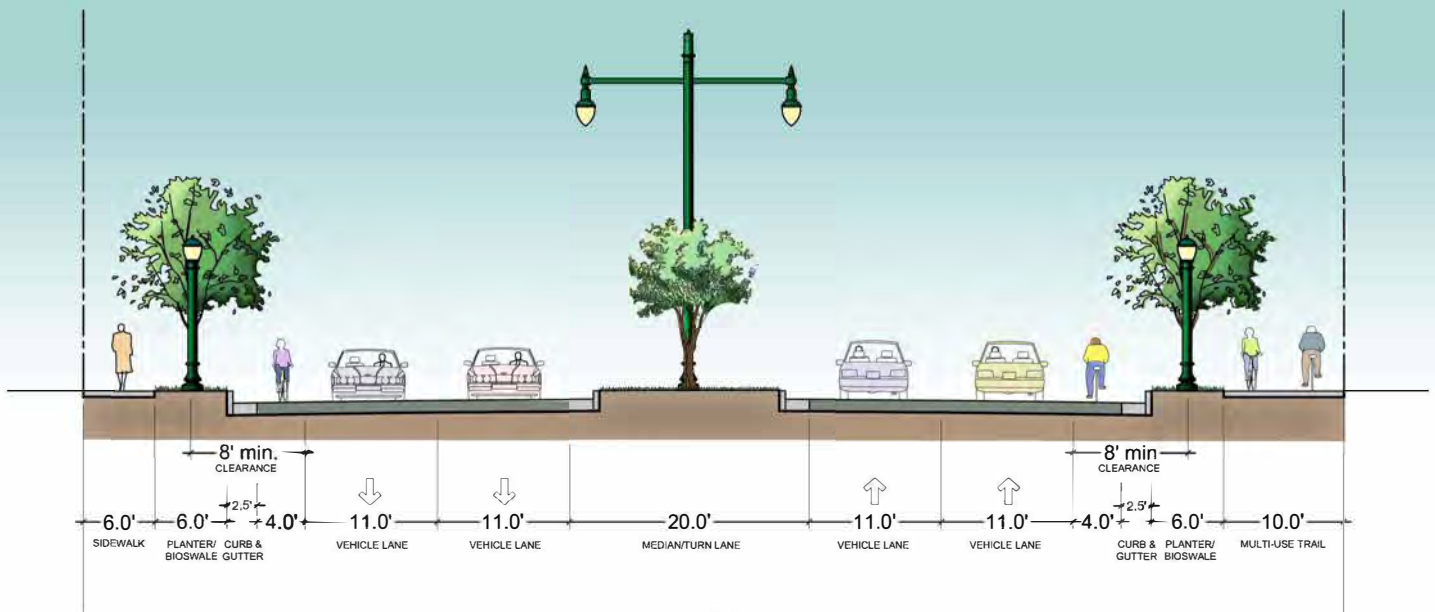


Images courtesy of North Fulton CID



# NORTHWINDS PARKWAY EXTENSION

FULTON COUNTY, GA



# CAPABILITIES

## TSW TEAM OVERALL CAPABILITIES

TSW is a full service planning, landscape architecture, and architecture firm that has been working with Atlanta-area communities for over 30 years. Our Landscape Architecture Studio has worked with William Womack for over 15 years in developing lighting systems that enhance streetscapes, civic spaces, parks, and trails. Womack has extensive experience coordinating with power companies and understands lighting from various aspects: electrical needs, design, location, technology, maintenance, etc.

Our team has successfully delivered numerous complex multi-disciplinary projects on time and on budget. We anticipate issues that may arise during the process and solve problems in advance. We specify lighting and technology that are industry-tested and are proven to perform in the Atlanta area climate. We understand how lighting impacts user experience, safety, and branding for a city and will work to develop a cohesive Streetlight Masterplan that will guide South Fulton's future development.

## RESPONSIVENESS TO CITY'S NEEDS

TSW has provided municipalities, private sector clients, and non-profit organizations with over 30 years of planning and design services. We take pride in our client relationships by conducting open communication about project goals, deadlines, and budgets to ensure a successful planning and design process and implementation. With this team being comprised of a small firms, we can ensure that South Fulton staff will received principal-level involvement throughout the duration of this project. This begins with a kick-off meeting with our team and South Fulton and continues through internal and external collaborative meetings to ensure the best recommendations are brought forward to reduce research and planning efforts and the associated costs. Throughout the project, our Project Manager, David Lintott, will return phone calls and e-mails promptly and be available for staff meetings throughout the process. TSW is committed to providing services that exceed South Fulton's expectations.

## TECHNOLOGY CAPABILITIES

TSW has maintained software maintenance subscriptions with both Autodesk and ESRI for several years. These subscriptions ensure that we have the latest in AutoCAD, AutoCAD Civil 3D, AutoCAD Architecture (BIM software) and ArcGIS software as well as support contracts with the manufactures if an issue arises that can not be solved with our internal IT department. As well as using Autodesk and ESRI programs to develop plans, maps, and other drawings, TSW utilizes several other key software packages. These packages include, but are not limited to Adobe Photoshop and Acrobat for rendered plans, InDesign for graphic documents, Google SketchUp for 3D studies and analysis, Microsoft Word and Excel for letters, memorandums, and spreadsheets.

# COMPANY PRINCIPALS

## TSW'S KEY PRINCIPALS

Below are biographic overviews of TSW's key principals. For this effort, Adam Williamson will serve as the project's Principal-in-Charge and Lead Landscape Architect.



### **WILLIAM TUNNELL, ARCHITECT & PLANNER**

Bill Tunnell, Founding Principal, has over 35 years of experience in planning and architecture. Bill directs projects ranging from the planning of new towns and resorts to the detailed architectural design of individual residential and community buildings. An avowed urbanist and intermittent musician, Bill lives with his wife/artist Karen in Midtown Atlanta.



### **JERRY SPANGLER, ARCHITECT**

Jerry Spangler, Founding Principal, is the Architecture Design Manager. His over 35 years of design experience provides insightful leadership to the civic, office, and mixed-use projects undertaken at TSW. As an architect practicing contextual design, Jerry is committed to the creation of thoughtful, interpretive buildings in community settings, and leads the studio accordingly.



### **THOMAS WALSH, LANDSCAPE ARCHITECT & PLANNER**

Thomas Walsh, Founding Principal, has over 35 years of experience as a planner and designer throughout the United States. His extensive design and planning background includes designing downtown and corridor areas, parks and recreation projects, and college and university planning projects.



### **ADAM WILLIAMSON, LANDSCAPE ARCHITECT & PLANNER**

Adam Williamson, Senior Principal, has over 20 years of experience as a landscape architect and planner, specializing in the planning and design of livable communities and sustainable developments. His focus on implementation of projects range from catalytic projects to complete street design to park design.



### **BRYAN BAYS, LANDSCAPE ARCHITECT**

Bryan Bays, Senior Principal, is the Landscape Studio Manager. He has successfully led multidisciplinary design teams on complicated public and private projects. Bryan often leads public workshops and meetings and has extensive experience working with stakeholder groups and municipal governments to help them understand their vision and achieve their goals.



### **CALEB RACICOT, PLANNER**

Caleb Racicot, Senior Principal, is a community planner specializing in urban design, smart growth codes, community retail strategies, and the use of corridor studies as catalysts for community building. Caleb frequently speaks on coding implementation to municipalities, professional organizations, and neighborhood groups.



### **HEATHER HUBBLE, ARCHITECT**

Heather Hubble, Principal, joined TSW in 2004 and serves as the Architecture Studio Manager. Since that time, Heather has been involved in a variety of projects, including mixed-use developments, residential buildings, community and civic facilities, and university and college campus master plans.



## TSW TEAM ORGANIZATION

### TSW PROJECT MANAGEMENT

**PRINCIPAL-IN-CHARGE:** Adam Williamson  
**PROJECT MANAGER:** David Lintott



#### STAKEHOLDER & PUBLIC ENGAGEMENT

Adam Williamson  
David Lintott  
Julia Brodsky  
Woody Giles  
William Womack  
+ Support Staff

TWO (2) STAKEHOLDER COMMITTEE MEETINGS

TWO (2) PUBLIC MEETINGS

TWO (2) CITY COUNCIL WORK SESSIONS



#### EXISTING CONDITIONS

Adam Williamson  
David Lintott  
Woody Giles  
William Womack  
+ Support Staff



#### NEEDS ASSESSMENT

Adam Williamson  
David Lintott  
Julia Brodsky  
William Womack  
+ Support Staff



#### STREETLIGHT OPTIONS & RECOMMENDATIONS

Adam Williamson  
David Lintott  
Julia Brodsky  
Woody Giles  
William Womack



#### PRIORITIZATION, IMPLEMENTATION & FUNDING

Adam Williamson  
David Lintott  
Julia Brodsky  
William Womack

### STAFFING AVAILABILITY

Currently, our personnel includes: 3 registered architects, 10 project architect designers, 4 registered landscape architects, 8 landscape designers, 12 planners (9 with AICP accreditation), 10 LEED Accredited Professionals, and 2 administrative employees. Several staff members work in multiple studios.

TSW has a stringent policy about only pursuing work that we have available staff for. The TSW Team has reviewed staff workloads for the estimated timeframe for this project, and if selected, our team is committed and ready to commence work immediately following contract negotiations. The following staff members that are included in the organizational chart will be assigned to the project and will remain on the project throughout its duration.





## ADAM WILLIAMSON, PLA, AICP, LEED AP

Adam, a Senior Principal at TSW with over 20 years of experience, is a landscape architect and planner specializing in revitalization of downtowns and corridors through civic, streetscape, and park projects. He has worked on a variety of implemented projects, including rural to urban master plans, design guidelines, coding efforts, streetscape revitalization projects, and parks and open spaces.

### RELEVANT EXPERIENCE

**CITY OF DULUTH DOWNTOWN MASTER PLAN, STREETSCAPES & PARSONS ALLEY (DULUTH, AL)** - Principal-in-Charge for a 30-acre downtown area focusing on planning and design of mixed-use projects with a developer and City. The project included recommendations on how to improve public spaces with streetlighting, ADA enhancements, and street furniture for the existing three acre downtown park, two sections of Main Street, and Parsons Alley.

**CITY OF PEACHTREE CORNERS TOWN CENTER (PEACHTREE CORNERS, GA)** - Principal-in-Charge and Landscape Architect for City's signature urban park space. Site elements accommodate numerous age-appropriate activities and one of the key enhancements was a cohesive lighting plan that included various tree uplights, accent wall lighting, bollard path lights, pedestrian pole lights, hanging pendant (exposed bulb lights), and step lights.

**JUNIPER STREET STREETSCAPES (ATLANTA, GA)** - Principal-in-Charge and Landscape Architect for streetscape master plan, guidelines, and construction documents for Midtown Alliance and City of Atlanta. The project focuses on multi-modal transportation improvements, streetlighting, and stormwater management.

**5TH STREET COMPLETE STREET PROJECT (ATLANTA, GA)** - Principal in-Charge and Landscape Architect for design and engineering services for Midtown Alliance and City of Atlanta. The project focuses on complete street enhancements and follows Midtown Streetscape Standards.

**LUMPKIN COUNTY DESIGN GUIDELINES (LUMPKIN COUNTY, GA)** - Principal-in-Charge for developing design guidelines for new development and redeveloping with lighting guidelines focusing on safety, reducing skyglow, and cohesive streetscape furnishings.

**NORTHWINDS PARKWAY EXTENSION (FULTON COUNTY, GA)** - Principal-in-Charge producing construction documents for a multi-modal street extension for the North Fulton Community Improvements District. Northwinds Parkway Extension was a GDOT, City of Alpharetta, and North Fulton CID project. The project focuses on multi-modal transportation improvements, streetlighting, and ADA enhancements.

**DOUGLASVILLE DOWNTOWN MASTER PLAN & DOWNTOWN GREENSPACE DESIGN (DOUGLASVILLE, GA)** - Principal-in-Charge to create a plan for the City's downtown district that outlines a clear vision and achievable actions items to build on catalytic development, adding nearly 1 million square feet of new development and much needed physical enhancements of streetscapes and public spaces, including a community green with amphitheater. Project included coordination with GA Power for streetlights.

### EDUCATION

Bachelor of Landscape Architecture, University of Georgia

### PROFESSIONAL STATUS

Professional Landscape Architect: GA, NC, SC

American Institute of Certified Planners

LEED Accredited Professional

### AWARDS

2017 CNU Charter Award: Duluth - Parsons Alley

2015 Georgia Planning Association Outstanding Planning Document: Clarkston 10-Year LCI Update

2010 American Planning Association (SC Chapter), Outstanding Planning Project: Town of Blythewood

2008 CNU Charter Award: Woodstock Downtown





## DAVID LINTOTT, LEED AP

David Lintott, a Senior Associate in the Landscape Architecture Studio of TSW, has over 20 years of experience as a landscape designer focusing on recreational facilities in civic and campus settings and streetscape design. David is proficient in 3-D modeling software packages and AutoCAD. David has worked on numerous construction document packages and is experienced in conducting construction administration. David is an FAA licensed unmanned aircraft systems (drone) pilot who had acquired several FAA flight waivers, including flying in restricted airspace and night flying. Aerial photography and video obtained by David has been used on projects both pre and post construction and for marketing purposes. On previous projects David has utilized a handheld GPS unit to find and located on a map various utilities on projects where additional survey work was cost prohibitive.

### EDUCATION

Bachelor of Landscape Architecture, Louisiana State University

### PROFESSIONAL STATUS

LEED Accredited Professional

FAA Certified Drone Pilot

### AWARDS

2017 CNU Charter Award:  
Duluth - Parsons Alley

2016 The Council for Quality Growth and Partnership Gwinnett Neighborhood Redevelopment Award: Parsons Alley

2013 Georgia Planning Association Outstanding Planning Process: Envision Main Street (Alpharetta)

2013 Georgia Planning Association Outstanding Planning Document: Augusta Sustainable Development Implementation Program

### RELEVANT EXPERIENCE

**JUNIPER STREET STREETSCAPES (ATLANTA, GA)** - Project Manager for streetscape master plan, guidelines, and construction documents for Midtown Alliance and City of Atlanta. The project focuses on multi-modal transportation improvements, streetlighting, and stormwater management. Streetlighting was coordinated with Georgia Power.

**5TH STREET COMPLETE STREET PROJECT (ATLANTA, GA)** - Project Manager for design and engineering services for Midtown Alliance and City of Atlanta. The project focuses on complete street enhancements and follows Midtown Streetscape Standards. Streetlighting was coordinated with Georgia Power.

**BROAD STREET RENOVATION (JONESBORO, GA)** - Project Manager and Landscape Designer producing construction documents for a park and streetscape adjacent to Downtown Jonesboro. Streetscape enhancements include on street parking, streetlight system, and a planting/furniture zone buffer. Park enhancements include a greenspace, amphitheater pavilion, gateway signage, and plazas adjacent to an old firehouse, which is being renovated into a restaurant.

**CITY OF DULUTH DOWNTOWN MASTER PLAN, STREETSCAPES & PARSONS ALLEY (DULUTH, GA)** - Landscape Designer for a 30-acre downtown area focusing on planning and design of mixed-use projects with a developer and City. The project included recommendations on how to improve public spaces with streetlighting, ADA enhancements, and street furniture for the existing three acre downtown park, two sections of Main Street, and Parsons Alley.

**NORTHWINDS PARKWAY EXTENSION (FULTON COUNTY, GA)** - Landscape Designer producing construction documents for a multi-modal street extension for the North Fulton Community Improvements District. Northwinds Parkway Extension was a GDOT, City of Alpharetta, and North Fulton CID project. The project focuses on multi-modal transportation improvements, streetlighting, and ADA enhancements.

**PACE STREET CORRIDOR (COVINGTON, GA)** - Project Manager and Landscape Designer for conceptual design and construction documents for a section of Pace Street in downtown Covington a GDOT project. The project focuses on multi-modal transportation improvements, streetlighting, and ADA enhancements.





## JULIA BRODSKY, LEED GA

Julia is a community planner and user experience designer specializing in meaningful and innovative community engagement, placemaking, and the revitalization of downtowns, corridors, and neighborhoods. Having worked in the public sector as a land use planner and in the private sector developing designs and construction budgets, Julia brings a variety of experience to ensure that plans are community-focused and realistic.

Prior to joining TSW in 2015, Julia worked in both the public and private sectors for the University of Cincinnati Planning + Design + Construction, Colerain Township Planning & Zoning, Live Well Collaborative, and Harvey Smith Construction.

### EDUCATION

2018 Certificate of User Experience Design, General Assembly Atlanta

Master of Community Planning, University of Cincinnati

Bachelor of Interior Design, Louisiana State University

### PROFESSIONAL STATUS

LEED Green Associate

### RELEVANT EXPERIENCE

**LUMPKIN COUNTY DESIGN GUIDELINES (LUMPKIN COUNTY, GA)** - Outreach Coordinator and Planner for developing design guidelines for new development and redeveloping with lighting guidelines focusing on safety, reducing skyglow, and cohesive streetscape furnishings.

**5TH STREET COMPLETE STREET PROJECT (ATLANTA, GA)** - Outreach Coordinator for design and engineering services for Midtown Alliance and City of Atlanta. The project focuses on complete street enhancements and follows Midtown Streetscape Standards. Streetlighting was coordinated with Georgia Power.

**CITY OF CANTON RIVER MILL LIVABLE CENTERS INITIATIVE MASTER PLAN (CANTON, GA)** - Outreach Coordinator and Planner for supplemental LCI study to maximize the opportunity for mixed-use quality development, improve connectivity, and recommendations for catalyst projects to strengthen existing businesses and attract new business and development. The LCI study included an extensive public participation program.

**DOWNTOWN MILTON / CRABAPPLE PLACEMAKING PLAN (MILTON, GA)** - Outreach Coordinator and Planner for a plan focusing on Crabapple as the downtown for Milton. The plan provides recommendations on future development, street and pedestrian connections, parks and open spaces, parking, streetlighting, and historic preservation. The City has begun implementing recommendations from this plan. The public engagement process included a 3-day Charrette, multiple public open houses (one was held at a local restaurant), stakeholder interviews, and additional meetings as requested by the public.

**CITY OF SNELLVILLE UNIFIED DEVELOPMENT ORDINANCE (SNELLVILLE, GA)** - Outreach Coordinator and Planner for the creation of a Unified Development Ordinance to improve the mechanics of current regulations and recommendations for new/updated regulations to address a variety of development and redevelopment.

**SOUTHEAST FORSYTH RESIDENTIAL DESIGN STANDARDS AND PLACEMAKING MENU (FORSYTH COUNTY, GA)** - Project Planner for developing a new set of binding design standards as part of the zoning code for residential properties in the southeast portion of the County, as well as the creation of a placemaking guide for citizens, developers, and the County.





## WOODY GILES, AICP, LEED AP

Woody is a community planner specializing in land use planning, community involvement, transportation planning, and coding. With previous work experience in the public sector, Woody brings policy and implementation knowledge to projects of all types and scales from neighborhood mapping and rezoning applications to comprehensive planning. Woody is proficient in ArcGIS and is certified fluent in Spanish by the Cervantes Institute of Madrid.

Prior to joining TSW in 2008, Woody's past work experience includes a variety of multifaceted planning projects. While with the City of Atlanta Bureau of Planning from 2005 to 2008, Woody worked as a Senior Planning Technician and Intern on:

- Zoning ordinance revisions
- Research of other municipal codes
- Analyses and comparative matrices of regulations

### EDUCATION

Master of City and Regional Planning, Georgia Institute of Technology

Bachelor of Arts in English and Spanish, Wake Forest University

Independent course of study, Universidad de Granada

### PROFESSIONAL STATUS

American Institute of Certified Planners

LEED Accredited Professional

### RELEVANT EXPERIENCE

**HAMPTON ZONING UPDATE (HAMPTON, GA)** - Project Manager for comprehensive update of this small city's zoning and subdivision codes, including community engagement, code writing, and coordinating with subconsultant experts.

**CHATAHOOCHEE HILLS UNIFIED DEVELOPMENT CODE (CHATAHOOCHEE HILLS, GA)** - Project Manager for creation of a completely updated Unified Development Code, including many SmartCode and form-based code elements. The update focused on streamlining and updating regulations for development, including Transfer of Development Rights (TDR) regulations, to preserve rural character.

**BANKS CROSSING OVERLAY DISTRICT (BANKS COUNTY, GA)** - Project Manager for overlay zoning district for aging commercial strip. The overlay included new definitions, use regulations, streetscape requirements, landscaping, and design regulations to implement the Redevelopment Plan, for which Woody was also project manager.

**CITY OF ATLANTA ZONING ORDINANCE REWRITE ASSESSMENT (ATLANTA, GA)** - Project Planner for this general assessment of the existing Zoning Ordinance, focusing on policy issues and how to communicate the proposed zoning text changes to the public.

**DUNWOODY VILLAGE DISTRICT (DUNWOODY, GA)** - Project Manager for drafting of completely new regulations for the area that is envisioned as Dunwoody's town center. The code is being reviewed by City Council and will implement the Village Master Plan and remove barriers to appropriate-scale development.

**WINDER ZONING UPDATE (WINDER, GA)** - Project Manager for comprehensive update of zoning code, including community engagement, code writing, and necessary zoning map updates.

**FORSYTH COUNTY DESIGN STANDARDS (FORSYTH COUNTY, GA)** - Project Planner for an effort that developed mandatory design standards for both residential and commercial developments in the southeast portion of the county.





## William B. M. Womack, P. E.



5032 Vernon Oaks Drive  
Dunwoody, Georgia 30338  
Telephone No. 770-378-4743  
E-Mail: bill@wbmwomackpe.com

## William B. M. Womack, P. E.

Georgia Professional Engineer No. 11956

### General

William B. M. Womack, P.E., Owner of William B. M. Womack, P. E. maintains total responsibility for the operation, performance and production of the firm. Mr. Womack has over forty-five years of experience in the electrical industry with a broad and varied background. Mr. Womack has held positions as a senior electrical engineer for a major industrial facility, lead engineer for an international consulting firm and as Principal/Vice President of a multi-discipline consulting firm and the Owner of an Electrical Engineering firm which he semi-retired from in August of 2019 after 31 years of operation.

Mr. Womack's areas of expertise include high, medium and low voltage power distribution systems design, power systems coordination and protection, commercial power system distribution, lighting and emergency lighting systems design, recreational lighting, streetscape and street lighting, lighting control systems and miscellaneous systems design. Miscellaneous systems include fire alarm systems, CCTV, CATV, intercom, paging, telecommunication and security systems. He has provided electrical engineering services on a wide variety of new and renovation projects including manufacturing, industrial, commercial, medical, municipal, religious, and military facilities.

Mr. Womack's experience encompasses all aspects of design including planning, scheduling, cost estimating, production, coordination, on-site construction reviews and construction administration services

Mr. Womack ensures that all client objectives are met efficiently and cost effectively. Mr. Womack is the Electrical Engineer of Record for your projects.

William B. M. Womack, P. E. was established in September of 2019.

### Education/Professional Affiliations

|                                                               |                      |
|---------------------------------------------------------------|----------------------|
| Auburn University – 1975 – Bachelor of Electrical Engineering | BEE                  |
| Power Systems Coordination                                    | General Electric     |
| Institute of Electrical and Electronic Engineers              | IEEE                 |
| National Fire Protection Association                          | NFPA                 |
| American Council of Engineering Companies of Georgia          | ACEC/GA              |
| LEED Accredited Professional                                  | USGBC                |
| Illuminating Engineering Society of North America             | IESNA                |
| Georgia Society of Professional Engineers                     | GSPE – Metro Chapter |

### Registration

Mr. Womack is a Registered Professional Engineer in nine (9) states. First State of Registration is Georgia, in 1979.

## **William B. M. Womack, P. E.**

### Proposed Lighting Ordinance Changes – Sandy Springs

Provided review/modifications/updating of the existing Sandy Springs Lighting Ordinance. Project included draft construction specifications and pole base details.

### Master Lighting Specifications – Woodstock, GA

Provided master Electrical Specifications for Lighting in the City of Woodstock, GA, included details for typical pole base, duplex outlet installation and typical inground junction box details.

### Performance Specifications for City of Atlanta Streetlighting and Meter Pedestal for Midtown Alliance, Atlanta

Provided review of the existing three types of standard street light fixtures and poles. Provided performance lighting specifications for the three types of standard City of Atlanta Fixtures/Poles. Provided new performance specifications for the City of Atlanta's street light meter pedestal.

### Construction Administration for the Marietta Street Streetscapes, City of Atlanta

Provided site reviews and assistance to the electrical contractor and Owner for the modifications and extensions to approximately 20 lighting circuits in the Marietta Street area. Project included coordination with Georgia Power Company, the contractor and the Owner as needed.

### SR 400 / I-85 Connector Ramps – PI#NH000-0085-02(153), Fulton and DeKalb Counties

Provided the total electrical design for the two new ramps. The SR 400 South to I-85 North ramp is approximately 4,700 LF long and the I-85 South to SR 400 North ramp is approximately 3,700 LF long. Design included lighting along both ramps, lighting circuitry, lighting controls and new electrical services as required. Project also included the GDOT Approved Photometric Layout.

### SR 400 – Northridge Road Intersection – PI #NH000-0056-01(161)

Provided the total electrical design for the new bridge lighting over SR 400, lighting of the approach roads and included lighting of a new roundabout at the intersection east of Roberts Road into a neighborhood subdivision. Design was for approximately 1,700 LF of roadway, with the lighting being on both sides of the roadways. Included was the design of the lighting, lighting circuitry, lighting controls and new electrical service as required. Project also included the GDOT Approved Photometric Layout.

### Wire Theft Replacement Project, City of Sandy Springs, Georgia

Total electrical design for the replacement of four electrical services and approximately eight electrical circuits at Glenridge Drive and SR 400 and Johnson Ferry Road and SR 400 for the street lighting for the entrance/exit ramps off SR 400. Project included site evaluation of the existing systems that were left after the theft of all of the conductors and the majority of the service components and evaluation as to what could be salvaged and what needed to be replaced. This also included replacement of the knocked down pole/fixtures by vehicles during the time the fixtures were not working.

## **William B. M. Womack, P. E.**

### Juniper Streetscapes, City of Atlanta, Georgia

Design was for approximately 5,100 LF of roadway, with the lighting being on both sides of the roadways. Included was the design of the lighting, lighting circuitry, lighting controls and three new electrical service as required. Project also included the GDOT Approved Photometric Layout.

### CS 862 / Pace Street from Floyd Street to SR 12 / US 278 – LCI PI#0010331 – City of Covington, GA

Design was for approximately 2,400 LF of roadway, with the lighting being on both sides of the roadways. Included was the design of the lighting, lighting circuitry, lighting controls and three new electrical service as required. Project also included the GDOT Approved Photometric Layout.

### Peachtree Corners Town Green, Peachtree Corners, GA

Design of new Town Green including all site lighting; site power outlets; site pavilions lighting and power and power to new fountain. Design included new electrical service and lighting controls.

### 5<sup>th</sup> Street Complete Street Project, City of Atlanta

Project included the assessment of the existing lighting from Myrtle Street to Williams Street on 5<sup>th</sup> Street and the design for additional lighting where the lighting was insufficient in specific areas.





**GOVERNMENT OF THE CITY OF SOUTH FULTON**

**Office of the City Manager**

**WILLIAM "BILL" EDWARDS**  
MAYOR



**ODIE DONALD II**  
CITY MANAGER

**MEMORANDUM**

**TO:** Council Approval of Resolution to Designate a Sales Tax Officer

**DATE:** July 28, 2020

**SUBJECT:** Council Approval of Resolution to Designate a Sales Tax Officer

**REFERENCE:**

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**CONCLUSION:**

**BACKGROUND:**

**FISCAL IMPACT:**

**ATTACHMENTS:**

| Description                              | Type       | Upload Date |
|------------------------------------------|------------|-------------|
| Resolution Designating Sales Tax Officer | Cover Memo | 7/23/2020   |

1 **STATE OF GEORGIA**  
2 **COUNTY OF FULTON**  
3 **CITY OF SOUTH FULTON**  
4  
5

6 **A RESOLUTION REQUESTING SALES TAX INFORMATION FROM THE GEORGIA**  
7 **DEPARTMENT OF REVENUE PURSUANT TO O.C.G.A. § 48-2-15(d.1),**  
8 **NAMING A DESIGNATED OFFICER AND FOR OTHER LAWFUL PURPOSES**  
9

10 **WHEREAS**, the City of South Fulton ("City") is a municipal corporation duly  
11 organized and existing under the laws of the State of Georgia;  
12

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

15 **WHEREAS**, Georgia Code O.C.G.A. § 48-2-15, as amended in 2018, authorizes  
16 the Georgia Department of Revenue Commissioner ("DOR Commissioner") to provide  
17 certain confidential sales tax information to the "designated finance officer or taxing  
18 official" of local governments;  
19

20 **WHEREAS**, more specifically, O.C.G.A. § 48-2-15(d.1) authorizes the DOR  
21 Commissioner to provide to a local government's designated officer, upon request, certain  
22 information relating to vendors that have submitted sales tax reports;  
23

24 **WHEREAS**, O.C.G.A. § 48-2-15(d.1) further allows the local government's  
25 designated officer to request that the DOR Commissioner validate, from time to time, the  
26 political subdivision to which sales taxes are being remitted by taxpayers with a business  
27 location within that local government's boundaries; and

28 **WHEREAS**, this Resolution is in the best interests of the health and general  
29 welfare of the City, its residents and general public.

30 **THE COUNCIL OF THE CITY OF SOUTH FULTON, GEORGIA, HEREBY**  
31 **RESOLVES** as follows:  
32

33 **Section 1.**  
34

- 35 1. **Designation.** The City Council hereby designates the following finance or tax  
36 official as South Fulton, Georgia's Designated Officer for all purposes  
37 described in O.C.G.A. § 48-2-15(d.1):

38 Frank Milazi, Chief Financial Officer  
39 City of South Fulton  
40 5440 Fulton Industrial Boulevard  
41 Atlanta, Georgia 30336  
42 470-809-7701  
43 [Frank.Milazi@cityofsouthfultonga.gov](mailto:Frank.Milazi@cityofsouthfultonga.gov)

- 44
- 45 2. **Request to DOR.** The City Council hereby requests that the Georgia DOR
- 46 Commissioner (or his/her designee) furnish to the above-named Designated
- 47 Officer all vendor sales tax information described in O.C.G.A. § 48-2-15(d.1)(1)
- 48 for the city of South Fulton, GA for the time period commencing on January 1,
- 49 2019 and ending on December 31, 2019.
- 50
- 51 3. **Validation.** In accordance with O.C.G.A. § 48-2-15(d.1)(2)(B) and following
- 52 receipt of the information described in Paragraph 2, above, the Designated
- 53 Officer is hereby authorized to request validation by the DOR Commissioner of
- 54 the political subdivision to which one or more vendors/taxpayers with a
- 55 business location in the city of South Fulton, Georgia have remitted sales taxes
- 56 for the designated period, with such validation request to contain the business
- 57 name and location address of each such vendor/taxpayer and such other
- 58 information as may assist the DOR Commissioner in responding to such
- 59 validation request;
- 60
- 61 4. **Confidentiality.**
- 62
- 63 a. The Designated Officer shall use such information only in the discharge of
- 64 his/her duties and shall maintain the confidentiality of such information as
- 65 required by O.C.G.A. § 48-2-15(d.1); and
- 66
- 67 b. The City Council shall comply with all confidentiality requirements of
- 68 O.C.G.A. § 48-2-15(d.1), including, but not limited to, the requirements that
- 69 1) such information may only be discussed by members of the City Council
- 70 in executive session and 2) members of the City Council shall recuse
- 71 themselves from such executive session discussions in the event of a
- 72 conflict of interest as described in the above Georgia Code Section.
- 73
- 74 5. **Instruction to City Clerk.** City Clerk is hereby directed to provide a certified
- 75 copy of this Resolution to the Georgia Department of Revenue via email
- 76 ([public.disclosure@dor.ga.gov](mailto:public.disclosure@dor.ga.gov)) or to otherwise transmit a copy of this
- 77 Resolution as may directed by the Georgia Department of Revenue.
- 78

73 \*\*\*\*\*

74

75 **Section 2.** It is hereby declared to be the intention of the City Council that: (a) All

76 sections, paragraphs, sentences, clauses and phrases of this Resolution are or were,

77 upon their enactment, believed by the City Council to be fully valid, enforceable and

78 constitutional.

79 (b) To the greatest extent allowed by law, each and every section, paragraph, sentence,

80 clause or phrase of this Resolution is severable from every other section, paragraph,

81 sentence, clause or phrase of this Resolution. No section, paragraph, sentence, clause

82 or phrase of this Resolution is mutually dependent upon any other section, paragraph,

83 sentence, clause or phrase of this Resolution.

(c) In the event that any phrase, clause, sentence, paragraph or section of this Resolution shall, for any reason whatsoever, be declared invalid, unconstitutional or otherwise unenforceable by the valid judgment or decree of any court of competent jurisdiction, it is the express intent of the 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 Resolution.

**Section 3.** The city attorney and city clerk are authorized to make non-substantive editing and renumbering revisions to this Resolution for proofing, codification, and supplementation purposes. The final version of all resolutions shall be filed with the city clerk.

**Section 4.** The effective date of this Resolution shall be the date of adoption, unless provided otherwise by the City Charter or state and/or federal law.

THIS RESOLUTION adopted this \_\_\_\_\_ day of \_\_\_\_\_ 2020.

**CITY OF SOUTH FULTON, GEORGIA**

\_\_\_\_\_  
WILLIAM "BILL" EDWARDS, MAYOR

ATTEST:

\_\_\_\_\_  
S. DIANE WHITE, CITY CLERK

APPROVED AS TO FORM:

\_\_\_\_\_  
EMILIA C. WALKER, CITY ATTORNEY

122 The foregoing RESOLUTION No. 2020-\_\_\_\_\_, adopted on \_\_\_\_\_  
123 was offered by Councilmember \_\_\_\_\_, who moved its approval. The motion  
124 was seconded by Councilmember \_\_\_\_\_, and being put to a vote, the result  
125 was as follows:  
126  
127

|                                     | AYE   | NAY   |
|-------------------------------------|-------|-------|
| 128                                 |       |       |
| 129 William "Bill" Edwards, Mayor   | _____ | _____ |
| 130 Carmalitha Gumbs, Mayor Pro Tem | _____ | _____ |
| 131 Catherine Foster Rowell         | _____ | _____ |
| 132 Helen Zenobia Willis            | _____ | _____ |
| 133 Gertrude Naeema Gilyard         | _____ | _____ |
| 134 Corey Reeves                    | _____ | _____ |
| 135 khalid kamau                    | _____ | _____ |
| 136 Mark Baker                      | _____ | _____ |
| 137                                 |       |       |
| 138                                 |       |       |

**GOVERNMENT OF THE CITY OF SOUTH FULTON**

Office of the City Manager

WILLIAM "BILL" EDWARDS  
MAYOR



ODIE DONALD II  
CITY MANAGER

**MEMORANDUM**

**TO:** Council Approval of Resolution for COVID Small Business

**DATE:** July 28, 2020

**SUBJECT:** Council Approval of Resolution for COVID Small Business

**REFERENCE:**

---

**CONCLUSION:**

**BACKGROUND:**

**FISCAL IMPACT:**

**ATTACHMENTS:**

| Description                                   | Type       | Upload Date |
|-----------------------------------------------|------------|-------------|
| Resolution and Agreement_COVID Small Business | Cover Memo | 7/23/2020   |

1 **STATE OF GEORGIA**  
2 **COUNTY OF FULTON**  
3 **CITY OF SOUTH FULTON**  
4

5  
6 **A RESOLUTION BY THE CITY AUTHORIZING THE EXECUTION OF AN**  
7 **AGREEMENT PROVIDING FOR EMERGENCY SMALL BUSINESS LOANS TO**  
8 **ESTABLISHMENTS WITHIN THE CITY IMPACTED BY COVID-19 AND FOR OTHER**  
9 **LAWFUL PURPOSES**

10  
11 **(Sponsored by Mayor Pro Tem Gumbs)**  
12

13 **WHEREAS**, the City of South Fulton ("City") is a municipal corporation duly  
14 organized and existing under the laws of the State of Georgia;  
15

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

18 **WHEREAS**, COVID-19 has resulted in the United States, State of Georgia, and  
19 the City taking action to protect the health, safety and welfare of their respective citizens,  
20 including providing fiscal disbursements toward these efforts;  
21

22 **WHEREAS**, the City Council finds that certain small businesses within the City are  
23 adversely impacted by COVID-19 and in need of loans, business coaching and related  
24 assistance to ensure their continued well-being;

25 **WHEREAS**, Access to Capital for Entrepreneurs, Inc. ("ACE") is a Georgia based  
26 not-for-profit organization and U.S. Treasury certified community development financial  
27 institution with a mission to help underserved business owners become financially self-  
28 sufficient, thus caring for themselves, their families and their communities;

29 **WHEREAS**, the City Council desires through this Resolution to authorize the City  
30 to enter into an agreement with ACE for the purpose of facilitating emergency small  
31 business loans to City business owners impacted by the COVID-19 pandemic; and

32 **WHEREAS**, this Resolution is in the best interests of the health and general  
33 welfare of the City, its residents and general public.

34 **THE COUNCIL OF THE CITY OF SOUTH FULTON, GEORGIA, HEREBY**  
35 **RESOLVES** as follows:  
36

37 **Section 1.** The City Council hereby authorizes the Mayor, City Manager and City  
38 Attorney to facilitate and execute, in substantial form, the agreement with ACE attached

hereto, for the purpose of facilitating emergency small business loans to City businesses impacted by the COVID-19 pandemic.

\*\*\*\*\*

**Section 2.** It is hereby declared to be the intention of the City Council that: (a) All sections, paragraphs, sentences, clauses and phrases of this Resolution 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, each and every section, paragraph, sentence, clause or phrase of this Resolution is severable from every other section, paragraph, sentence, clause or phrase of this Resolution. No section, paragraph, sentence, clause or phrase of this Resolution is mutually dependent upon any other section, paragraph, sentence, clause or phrase of this Resolution.

(c) In the event that any phrase, clause, sentence, paragraph or section of this Resolution shall, for any reason whatsoever, be declared invalid, unconstitutional or otherwise unenforceable by the valid judgment or decree of any court of competent jurisdiction, it is the express intent of the 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 Resolution.

**Section 3.** The city attorney and city clerk are authorized to make non-substantive editing and renumbering revisions to this Resolution for proofing, codification, and supplementation purposes. The final version of all resolutions shall be filed with the city clerk.

**Section 4.** The effective date of this Resolution shall be the date of adoption, unless provided otherwise by the City Charter or state and/or federal law.



THIS RESOLUTION adopted this \_\_\_\_\_ day of \_\_\_\_\_ 2020.

**CITY OF SOUTH FULTON, GEORGIA**

\_\_\_\_\_  
WILLIAM "BILL" EDWARDS, MAYOR

ATTEST:

\_\_\_\_\_  
S. DIANE WHITE, CITY CLERK

APPROVED AS TO FORM:

\_\_\_\_\_  
EMILIA C. WALKER, CITY ATTORNEY

111 The foregoing RESOLUTION No. 2020-\_\_\_\_\_, adopted on \_\_\_\_\_  
112 was offered by Councilmember \_\_\_\_\_, who moved its approval. The motion  
113 was seconded by Councilmember \_\_\_\_\_, and being put to a vote, the result  
114 was as follows:

115

116

117

AYE

NAY

118 William "Bill" Edwards, Mayor

\_\_\_\_\_

\_\_\_\_\_

119 Carmalitha Gumbs, Mayor Pro Tem

\_\_\_\_\_

\_\_\_\_\_

120 Catherine Foster Rowell

\_\_\_\_\_

\_\_\_\_\_

121 Helen Zenobia Willis

\_\_\_\_\_

\_\_\_\_\_

122 Gertrude Naeema Gilyard

\_\_\_\_\_

\_\_\_\_\_

123 Corey Reeves

\_\_\_\_\_

\_\_\_\_\_

124 khalid kamau

\_\_\_\_\_

\_\_\_\_\_

125 Mark Baker

\_\_\_\_\_

\_\_\_\_\_

126

127

## **Agreement for Services between City of South Fulton and Access to Capital for Entrepreneurs, Inc. (ACE)**

This contract for services (“Agreement ”) is made by and between the **City of South Fulton, Georgia**, a political subdivision of the State of Georgia (“City”) and **Access to Capital for Entrepreneurs, Inc. (“ACE”)** as a nonprofit, tax exempt 501(c) (3) agency within the State of Georgia (collectively referred to herein as the “Parties”);

**WHEREAS**, as part of its official functions, the City is authorized to exercise powers for public purposes as declared in Art. IX, Section IV, Par. II of the Constitution;

**WHEREAS**, a world-wide emergency has arisen with respect to a novel coronavirus, known as SARS-CoV-2 (“COVID-19”), which has rapidly spread throughout the world and is now having an unprecedented adverse impact on the citizens and communities throughout the City and United States;

**WHEREAS**, COVID-19 has resulted in the United States, State of Georgia and the City taking action to protect the health, safety and welfare of their respective citizens, including providing fiscal disbursements toward these efforts;

**WHEREAS**, it has been established that certain small businesses owners are being adversely impacted by COVID-19 and are in need of loans, small business coaching and related assistance to ensure their continued well-being;

**WHEREAS**, ACE is a Georgia based not-for-profit organization and US Treasury certified Community Development Financial Institution with a mission to help underserved business owners become financially self-sufficient, thus caring for themselves, their families and their communities; and

**WHEREAS**, the City is entering into this Agreement with ACE for the purpose of facilitating emergency small business loans to City business owners that are affected by the COVID-19 pandemic.

**NOW THEREFORE**, in consideration of the mutual benefits to both Parties, it is hereby agreed as follows:

### **ARTICLE I. PURPOSE AND RELATIONSHIP**

1. This Agreement describes the way in which ACE will facilitate and maintain a small business loan fund (“Loan Fund”) which shall consist of an amount of Two Hundred Fifty Thousand Dollars (\$250,000) which shall be allocated by the City for Ace to provide economic assistance in the form of small business loans to owners of small businesses located within the City which are impacted by COVID-19 (such owners referred to herein as “City Businesses”).
2. Neither this Agreement, nor any activities described herein, shall be construed as creating a partnership, joint venture, franchise, agency, or other such relationship. Neither party

shall have the right, power, or authority to obligate or bind the other party in any manner whatsoever, without the other party's prior written consent.

## **ARTICLE II. CONSIDERATION**

As consideration for its duties and obligations to be performed under this Agreement, ACE is authorized to charge an interest rate of four (4) percent for all loans to City Businesses under this Agreement. The Loan Fund shall be maintained in an interest-bearing account. As additional consideration, ACE shall be entitled to retain all interest which accrues on the Loan Fund while such fund is maintained by ACE under this Agreement.

## **ARTICLE III. REPORTING**

ACE will submit, by electronic means, quarterly reports ("Quarterly Report") to the City for the duration of this Agreement, including during any period in which Loan Funds are held by ACE. The Quarterly Reports shall include prior quarter loan portfolio data, including identification of City Borrowers, loan amounts and repayment data. During the term of this Agreement, ACE shall comply with all local, federal and state laws and regulations regarding confidentiality of participant records and information. Ace shall also provide the City annually with a copy of ACE's annual audit report. ACE shall provide the City with copies of any records it maintains on the Loan Fund within fifteen (15) calendar days of any request by the City.

## **ARTICLE IV. SCOPE OF WORK**

ACE will provide the following services to the City, which in combination with other responsibilities and services required of ACE under this Agreement shall be referred to as the "Loan Program:"

1. ACE will deposit the Two Hundred Fifty Thousand Dollars (\$250,000) allocated by the City under this Agreement into an interest-bearing account which shall constitute the Loan Fund and shall be used under the Loan Program to provide small business loans to City Businesses.
2. ACE will provide loans from the Loan Fund to eligible City Businesses. Ace shall only provide loans under this Agreement to businesses located within the City which show evidence of financial instability or economic hardships related to the COVID-19 outbreak.
3. The Loan Fund shall be a revolving fund and shall remain the property of the City while maintained and administered by ACE. ACE shall return all funds in the Loan Fund to the City within thirty (30) calendar days of any request by the City for such funds. All loan repayments made under the Loan Program, minus interest and authorized late fees, shall be returned to the Loan Fund.
4. The maximum amount of each loan provided under this Agreement will be Fifteen Thousand Dollars (\$15,000) per City Business. Loans shall only be approved by ACE to the extent that available funds remain in the Loan Fund.

5. ACE will accept and process applications from prospective City Businesses through its online platform, and thereafter determine eligibility and perform underwriting and loan servicing for the same.
6. ACE will provide each applicant and approved City Business with information on applying for available emergency disaster loans and forgivable loans from the federal government.
7. The terms of the loans to approved City Businesses under this Agreement will be based upon the program parameters of ACE, to the extent such parameters do not conflict with this Agreement. With the exception of the four percent interest authorized herein, ACE shall secure written consent from the City before charging any additional fees to City Businesses under the Loan Program.
8. ACE shall perform its responsibilities under this Agreement in a industry reasonable manner which prevents loan transactions wherein ACE engages in self-dealing and in any situation where ACE's ability to act in the best interest of loan program is impaired thus creating a conflict of interest. A conflict of interest occurs when the vested interest of ACE or an employee of ACE raises a question of whether their actions, judgment, and/or decision-making can be unbiased.
9. ACE shall provide the following notice on its website, application and advertising materials that in a manner which is readily visible to all persons who may be applying for loans under the Loan Program: *"Funding for this program is provided by the City of South Fulton."*

#### **ARTICLE V. TERM OF AGREEMENT**

This Agreement shall become effective upon its approval by the City Council and execution thereafter by the duly authorized representatives of ACE and the City. The initial term of this Agreement shall run from the effective date through December 31, 2025.

#### **ARTICLE VI. TERMINATION**

1. Either party may terminate this Agreement by giving at least thirty (30) calendar days written notice to the other Party of such termination. The City may and/or suspend or terminate the issuing of new loans under the Loan Program, at any time.
2. The City may terminate the Agreement effective immediately, and prior to expiration of the term, where ACE commits a material breach of the Agreement and fails to cure said breach within the time allotted by the City.
3. ACE shall return all funds in the Loan Fund to the City within (30) calendar days of any expiration and/or termination of the Agreement. ACE shall be entitled to retain all interest and authorized fees collected by ACE prior to any termination and/or expiration of this Agreement.

## **ARTICLE VII. MODIFICATIONS**

This Agreement may be modified at any time by written agreement of the Parties, with such modification being subject to approval by the governing bodies of the Parties.

## **ARTICLE VIII. NOTICES**

For purposes of this Agreement, any notices required to be sent to the Parties shall be hand delivered or mailed, via certified and/or registered mail, in a manner in which delivery may be tracked, to the addresses provided below:

### **To City:**

Christopher Pike, Economic Development Director  
City of South Fulton  
5440 Fulton Industrial Blvd  
Atlanta, GA 30336

### **Copy to:**

Frank Milazi, Finance Director  
City of South Fulton  
5440 Fulton Industrial Blvd  
Atlanta, GA 30336

### **To ACE:**

Grace C. Fricks, President and CEO  
Access to Capital for Entrepreneurs, Inc.  
3173 Hwy 129 North  
Cleveland, GA 30528

## **ARTICLE IX. GENERAL PROVISIONS**

1. If any part of this Agreement is found to be invalid or unenforceable, or is otherwise stricken, the rest of this Agreement shall remain in full force and effect.
2. This Agreement constitutes the entire agreement between the Parties. It supersedes any prior oral understandings between them with respect to the matters addressed herein.
3. Waiver of any term or condition of this Agreement shall only be effective 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 subsequent breach or waiver of the same term or condition, or a waiver of any other term or condition of this Agreement. Nothing herein shall constitute or be considered a limitation upon or waiver of the Parties' rights under applicable law.

4. This Agreement shall inure to the benefits of and be binding upon the Parties hereto, their successors and assigns. This Agreement is not intended to create any rights interest, or benefits in third parties.
5. This Agreement shall be governed by the laws of the State of Georgia.
6. This Agreement may be executed in any number of counterparts, each of which when so executed and delivered shall be deemed to be an original without the production of any other counterpart. Any signature delivered via facsimile or other electronic means shall be deemed an original signature hereto.
7. This Agreement is not intended to and shall not be construed to give any Third Party any interest or rights (including, without limitation, any Third Party beneficiary rights) with respect to or in connection with any agreement or provision contained herein or contemplated hereby, except as otherwise expressly provided for in this Agreement .

**IN WITNESS WHEREOF**, the parties have set their hands and affixed their seals this the

\_\_\_\_\_ day of \_\_\_\_\_ 2020.

**CITY OF FULTON, GEORGIA**

Approved:

\_\_\_\_\_  
William "Bill" Edwards, Mayor

Attest:

\_\_\_\_\_  
S. Diane White, City Clerk

Approval as to form:

\_\_\_\_\_  
City Attorney

**ACCESS TO CAPITAL FOR  
ENTREPRENEURS, INC.**

Approved:

\_\_\_\_\_  
Grace C. Fricks  
President and CEO

Attest:

\_\_\_\_\_  
Insert Name and Title

**GOVERNMENT OF THE CITY OF SOUTH FULTON**

Office of the City Manager

WILLIAM "BILL" EDWARDS  
MAYOR



ODIE DONALD II  
CITY MANAGER

**MEMORANDUM**

**TO:** Council 2nd Reading and Adoption of Amending Appendix G

**DATE:** July 28, 2020

**SUBJECT:** Council 2nd Reading and Adoption of Amending Appendix G

**REFERENCE:**

---

**CONCLUSION:**

**BACKGROUND:**

**FISCAL IMPACT:**

**ATTACHMENTS:**

| Description                               | Type       | Upload Date |
|-------------------------------------------|------------|-------------|
| Amending Appendix G Disbanding Committees | Cover Memo | 7/21/2020   |



1 **STATE OF GEORGIA**  
2 **COUNTY OF FULTON**  
3 **CITY OF SOUTH FULTON**  
4  
5  
6

7 **AN ORDINANCE AMENDING APPENDIX G OF THE CITY OF SOUTH FULTON,**  
8 **GEORGIA, CODE OF ORDINANCES; DISSOLVING CERTAIN CITY ENTITIES DUE**  
9 **TO BUDGETARY AND STAFFING HARDSHIPS AND FOR OTHER LAWFUL**  
10 **PURPOSES**  
11

12 **(Sponsored by Councilpersons Willis, Rowell, Gumbs & Reeves)**  
13

14 **WHEREAS**, the City of South Fulton ("City") is a municipal corporation duly  
15 organized and existing under the laws of the State of Georgia;  
16

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

19 **WHEREAS**, over the last three years, the City Council has established at least 17  
20 boards, committees, authorities and taskforces and a number of these entities have not  
21 convened due to staff capacity;  
22

23 **WHEREAS**, recent state emergencies and related events have added additional  
24 budgetary and staffing strains on keeping these entities operational;  
25

26 **WHEREAS**, the City Council finds that a reduction in the number of these entities  
27 will allow the staff and the City Council to focus on the most critical areas of City  
28 operations and support mid-year budget reductions;

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

31 **THE COUNCIL OF THE CITY OF SOUTH FULTON, GEORGIA HEREBY**  
32 **ORDAINS** as follows:

33 **Section 1.**  
34

35 **A. Dissolution.** Due to budgetary and staffing hardships, and the reasons set forth  
36 herein, the below City entities are hereby dissolved and eliminated in their entirety:  
37

- 38 1. South Fulton Business and Community Council
- 39 2. City Anniversary Taskforce
- 40 3. Community Renaming Taskforce

- 4. City Finance Committee
- 5. Older Americans Board

The members of these bodies are hereby released and discharged from all rights, duties and responsibilities associated with their service.

- B. Budget Adjustment.** The City Manager and CFO shall make adjustments in the proposed FY2021 budget for the redistribution of funding allocated to the aforementioned entities.

**Section 2.** The City hereby amends Appendix G, Committees and Boards, of the City Code of Ordinances by deleting Sec. 1, Finance Committee, in its entirety, and replacing said section to read as follows:

## **APPENDIX G - COMMITTEES AND BOARDS, GENERALLY**

Sec. 1 – Reserved.

\*\*\*\*\*

**Section 3.** 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, 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 4.** All Ordinance and Resolutions 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 on the date as set forth under Sec. 3.21 of the City Charter unless provided otherwise by applicable local, state and/or federal law.

**Section 7. *Instruction to City Clerk.*** The City Clerk is hereby directed to forward a copy of this Ordinance to the members of the City entities dissolved by this Ordinance.

THIS ORDINANCE so adopted this \_\_\_\_\_ day of \_\_\_\_\_ 2020.

**CITY OF SOUTH FULTON, GEORGIA**

\_\_\_\_\_  
WILLIAM "BILL" EDWARDS, MAYOR

ATTEST:

\_\_\_\_\_  
S. DIANE WHITE, CITY CLERK

APPROVED AS TO FORM:

\_\_\_\_\_  
EMILIA C. WALKER, CITY ATTORNEY

109 The foregoing Ordinance No. 2020-xxx was moved for approval by Councilmember  
110 \_\_\_\_\_. The motion was seconded by Councilmember  
111 \_\_\_\_\_, and being put to a vote, the result was as follows:  
112  
113  
114

|                                     | AYE   | NAY   |
|-------------------------------------|-------|-------|
| 115                                 |       |       |
| 116                                 |       |       |
| 117 William "Bill" Edwards, Mayor   | _____ | _____ |
| 118 Carmalitha Gumbs, Mayor Pro Tem | _____ | _____ |
| 119 Catherine Foster Rowell         | _____ | _____ |
| 120 Helen Zenobia Willis            | _____ | _____ |
| 121 Gertrude Naeema Gilyard         | _____ | _____ |
| 122 Corey Reeves                    | _____ | _____ |
| 123 khalid kamau                    | _____ | _____ |
| 124 Mark Baker                      | _____ | _____ |
| 125                                 |       |       |
| 126                                 |       |       |
| 127                                 |       |       |

**GOVERNMENT OF THE CITY OF SOUTH FULTON**

Office of the City Manager

WILLIAM "BILL" EDWARDS  
MAYOR



ODIE DONALD II  
CITY MANAGER

**MEMORANDUM**

**TO:** Council 2nd Reading and Adoption of Amending Title  
14

**DATE:** July 28, 2020

**SUBJECT:** Council 2nd Reading and Adoption of Amending Title  
14

**REFERENCE:**

---

**CONCLUSION:**

**BACKGROUND:**

**FISCAL IMPACT:**

**ATTACHMENTS:**

| Description                   | Type       | Upload Date |
|-------------------------------|------------|-------------|
| Amending Title 14 Environment | Cover Memo | 7/21/2020   |

1 **STATE OF GEORGIA**  
2 **COUNTY OF FULTON**  
3 **CITY OF SOUTH FULTON**  
4

5  
6 **AN ORDINANCE AMENDING TITLE 14, ENVIRONMENT, OF THE CITY OF SOUTH**  
7 **FULTON, GEORGIA, CODE OF ORDINANCES; ESTABLISHING A CHAPTER FOR**  
8 **CITY OF SOUTH FULTON GREEN BUILDING COMMUNITY INCENTIVES;**  
9 **ENHANCING ENVIRONMENTAL SUSTAINABILITY AND FOR OTHER LAWFUL**  
10 **PURPOSES**  
11

12 **(Sponsored by Councilperson Rowell)**  
13

14 **WHEREAS**, the City of South Fulton ("City") is a municipal corporation duly  
15 organized and existing under the laws of the State of Georgia;  
16

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

19 **WHEREAS**, the City Council desires through this Ordinance to establish green  
20 building community incentives to help reduce the overall impact of the built environment  
21 on human health and the natural environment;  
22

23 **WHEREAS**, green buildings accomplish these goals in three main areas, first, by  
24 efficiently using energy, water, and other resources; second, by protecting occupant  
25 health and improving employee productivity; and third, by reducing waste, pollution and  
26 environment degradation; and  
27

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

30 **THE COUNCIL OF THE CITY OF SOUTH FULTON HEREBY ORDAINS** as  
31 follows:  
32

33 **Section 1.** The City of South Fulton Code of Ordinances, Title 18, Environment,  
34 is hereby amended to create a new Chapter 13, Green Building Community Incentives,  
35 which shall read as follows:  
36

37 **TITLE 18 – ENVIRONMENT**

38 **Chapter 13 - Green Building Community Incentives**

39 **Sec. 14-13001. – Purpose and Intent.**

- 40 a. The purpose of this Chapter is to establish incentives for the community to  
41 incorporate green building practices in building projects within the City. This  
42 Chapter recognizes four different areas in which sustainable concepts can be

incorporated into City building projects – green building certifications, incorporation of solar energy, reduction and efficiency of water use through the WaterSense certification, and integration of pervious paving materials. Green buildings are designed to reduce the overall impact of the built environment on human health and the natural environment.

- b. The intent of this Chapter is to incentivize the participation in these green building practices by offering expedited plan review for both new construction and renovations.

#### **Sec. 14-13002. – Definitions.**

When used in this Chapter, the following words, terms and phrases, and their derivations, shall be the meaning ascribed to them in this section, except where the context clearly indicates a different meaning:

- A. AGENT means an official contracted or subcontracted person who is authorized to act on behalf of the City of South Fulton and represent their interests.
- B. CITY DIRECTOR OF SUSTAINABILITY means the Director of Community Development and Regulatory Affairs.
- C. EARTHCRAFT HOUSE means a certification program created in 1999, a residential green building program of the Greater Atlanta Home Builders Association in partnership with Southface. This program serves as a blueprint for energy and resource efficient homes. Information can be found at the EARTHCRAFT HOUSE website <http://www.earthcrafthouse.com/>.
- D. ENERGY STAR means a joint program of the United States Environmental Protection Agency and the United States Department of Energy which aims to protect the environment through energy efficient products and practices. ENERGY STAR is also an energy performance rating system. The EPA also recognizes top performing buildings with the ENERGY STAR designation.
- E. LEADERSHIP IN ENERGY AND ENVIRONMENTAL DESIGN (LEED) means a regulatory system for construction that establishes several levels of environmental achievement from a Certified rating to a Platinum rating. Information can be found at the United States Green Building Council's website <http://www.usgbc.org/LEED/>.
- F. GOVERNING AUTHORITY means the City of South Fulton, Georgia.

- 84 G. OFFICIAL means any elected or appointed person who holds office or serves in a  
85 position of public capacity.  
86
- 87 H. PERVIOUS PAVING MATERIALS means materials that permit water to enter the  
88 ground by virtue of their porous nature or by large spaces in the material. By way  
89 of example, water-pervious materials include gravel, crushed stone, open paving  
90 blocks porous asphalt, concrete pavement, or pervious paving blocks.  
91
- 92 I. PHOTOVOLTAIC means a solar power technology that uses arrays of  
93 photovoltaic cells to convert light from the sun directly into electricity.  
94
- 95 J. SOLAR WATER HEATER means water heating systems include storage tanks  
96 and solar collectors. There are two types of solar water heating systems: active,  
97 which have circulating pumps and controls, and passive, which do not have  
98 circulating pumps.  
99
- 100 K. UNITED STATES GREEN BUILDING COUNCIL (USGBC) means an entity that  
101 promulgates the LEED Rating System. Information can be found at the United  
102 States Green Building Council's website <http://www.usgbc.org/>. M.  
103 WATERSENSE is a program developed by the United States Environmental  
104 Protection Agency and the new home certification is available as of December  
105 2009. Information can be found at the Environmental Protection Agency's website  
106 <http://www.epa.gov/WaterSense/>.  
107

108 **Sec. 14-13003. – Incentives.**  
109

110 This Chapter recognizes four different areas in which builders may be granted  
111 expedited plan review for incorporating sustainable concepts into building projects:  
112

113 A. Green Building:  
114

- 115 1. Several different certification programs exist to rate the sustainability of a  
116 building. One such standard is the United States Green Building Council's  
117 Leadership in Energy and Environmental Design (LEED) rating system.  
118 Additionally, the Environmental Protection Agency and United States  
119 Department of Energy's EnergyStar and EarthCraft programs include  
120 guidelines for buildings that are not LEED certified.  
121
- 122 2. Builders seeking green building certification(s) including LEED, EarthCraft,  
123 and ENERGY STAR must submit proof of LEED, EarthCraft House or  
124 ENERGY STAR registration and the corresponding program's checklist  
125 indicating all of the credits they plan to pursue. Additionally, intentions must  
126 be shown on building plans and indicated on their Building Permit



Application in order to be granted expedited plan review.

## B. Solar Energy

1. Multiple uses for solar energy can be incorporated into buildings. One of the most common uses of solar energy is photovoltaic, or solar panels, which use solar power technology through an array of photovoltaic cells to convert light from the sun directly into electricity. Solar cells produce direct current (DC) electricity from light, which can be used to power DC equipment or to recharge a battery. An inverter is required to convert the DC electricity to alternating current (AC) electricity to power almost all uses of electricity in the home. The basic photovoltaic cell typically produces only a small amount of power. To produce more power, cells can be interconnected to form modules, which can in turn be connected into arrays to produce yet more power. A second method of using solar energy is solar water heaters. Solar water heating systems include storage tanks and solar collectors. There are two types of solar water heating systems: active, which have circulating pumps and controls, and passive, which do not have circulating pumps.
2. Builders incorporating solar energy elements, such as photovoltaic or solar water heaters, as shown on building plans and indicated on their Building Permit Application shall be granted expedited plan review.

## C. WaterSense

1. WaterSense is a program developed by the United States Environmental Protection Agency and the new home certification is available as of December 2009. WaterSense labeled new homes are designed to reduce residential water use indoors, as well as outdoors, compared to typical new homes. WaterSense labeled homes have been independently verified to use 20 percent less water than typical new homes.
2. Builders seeking WaterSense new home certification must submit a checklist of EPA WaterSense measures with intentions for meeting certification measures shown on building plans. Additionally, intentions must be indicated on their Building Permit Application shall be granted expedited plan review.

## D. Pervious Paving

1. Pervious paving materials permit water to enter the ground by virtue of their porous nature or by large spaces in the material. Water-pervious materials such as gravel, crushed stone, open paving blocks, porous asphalt, concrete pavement, or pervious paving blocks for driveways, parking areas, walkways,

and patios minimize runoff from those areas, as well as increase infiltration. Some pervious paving options can retain turf and carry autos and trucks evenly without creating tracks or other heavy traffic wear signs.

2. Building projects incorporating pervious paving materials, such as open paving blocks, porous asphalt, concrete pavement, or pervious paving blocks for driveways, parking areas, walkways, and patios, as shown on building plans and indicated on their Building Permit Application shall be granted expedited plan review.

#### **Sec. 14-13004. – Exceptions.**

The City's intent to expedite building plan review is not always practicable. For example, projects requiring reviews by other agencies may extend the period of review. The City will endeavor to make every effort to expedite its review of building plans qualifying under this Chapter.

#### **Sec. 14-13005. – Responsibility.**

The Director of Community Development and Regulatory Affairs shall serve as the Director of Sustainability. The Director of Sustainability shall have the following duties and powers in regards to this Chapter:

- A. Work with all Department Heads to make certain that employees are aware and educated about this Chapter; and
- B. Work with Chief Building Official and Department Heads to help ensure that expedited review is practiced in all appropriate projects.

\*\*\*\*\*

**Section 5.** 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, 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 6.** All Ordinance and Resolutions 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 on the date as set forth under Sec. 3.21 of the City Charter unless provided otherwise by applicable local, state and/or federal law.

THIS ORDINANCE so adopted this \_\_\_\_\_ day of \_\_\_\_\_ 2020.

**CITY OF SOUTH FULTON, GEORGIA**

\_\_\_\_\_  
WILLIAM "BILL" EDWARDS, MAYOR

ATTEST:

\_\_\_\_\_  
S. DIANE WHITE, CITY CLERK

APPROVED AS TO FORM:

\_\_\_\_\_  
EMILIA C. WALKER, CITY ATTORNEY

249  
250 The foregoing Ordinance No. 2020-\_\_\_\_\_ was moved for approval by Councilmember  
251 \_\_\_\_\_. The motion was seconded by Councilmember  
252 \_\_\_\_\_, and being put to a vote, the result was as  
253 follows:  
254  
255

|                                     | AYE   | NAY   |
|-------------------------------------|-------|-------|
| 256                                 |       |       |
| 257                                 |       |       |
| 258 William "Bill" Edwards, Mayor   | _____ | _____ |
| 259 Carmalitha Gumbs, Mayor Pro Tem | _____ | _____ |
| 260 Catherine Foster Rowell         | _____ | _____ |
| 261 Helen Zenobia Willis            | _____ | _____ |
| 262 Gertrude Naeema Gilyard         | _____ | _____ |
| 263 Corey Reeves                    | _____ | _____ |
| 264 khalid kamau                    | _____ | _____ |
| 265 Mark Baker                      | _____ | _____ |
| 266                                 |       |       |
| 267                                 |       |       |

**GOVERNMENT OF THE CITY OF SOUTH FULTON**

Office of the City Manager

WILLIAM "BILL" EDWARDS  
MAYOR



ODIE DONALD II  
CITY MANAGER

**MEMORANDUM**

**TO:** Council Approval of Resolution for CDBG

**DATE:** July 28, 2020

**SUBJECT:** Council Approval of Resolution for CDBG

**REFERENCE:**

---

**CONCLUSION:**

**BACKGROUND:**

**FISCAL IMPACT:**

**ATTACHMENTS:**

| Description                             | Type       | Upload Date |
|-----------------------------------------|------------|-------------|
| Resolution for CDBG Entitlement Program | Cover Memo | 7/23/2020   |

1 **STATE OF GEORGIA**  
2 **COUNTY OF FULTON**  
3 **CITY OF SOUTH FULTON**  
4

5  
6 **A RESOLUTION ENCOURAGING THE AVAILABILITY OF DECENT HOUSING AND**  
7 **EXPANDING ECONOMIC OPPORTUNITIES WITHIN THE CITY; AUTHORIZING THE**  
8 **SUBMISSION OF THE CITY'S COMMUNITY DEVELOPMENT BLOCK GRANT**  
9 **CONSOLIDATED PLAN TO HUD AND FOR OTHER LAWFUL PURPOSES**  
10

11 **(Sponsored by Councilman khalid)**  
12

13 **WHEREAS**, the City of South Fulton ("City") is a municipal corporation duly  
14 organized and existing under the laws of the State of Georgia;  
15

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

18 **WHEREAS**, the Community Development Block Grant (CDBG) Entitlement  
19 Program provides annual grants to local governments to develop viable urban  
20 communities by providing decent housing and a suitable living environment, and by  
21 expanding economic opportunities;

22 **WHEREAS**, participation eligibility is based on population data provided by the  
23 U.S. Census Bureau and metropolitan area delineations published by the U.S. Office of  
24 Management and Budget;

25 **WHEREAS**, the U.S. Department of Housing and Urban Development ("HUD")  
26 determines the amount of local entitlement by a statutory dual formula which uses several  
27 objective measures of community needs, including the extent of poverty, population,  
28 housing overcrowding, age of housing and population growth lag in relationship to other  
29 metropolitan areas;

30 **WHEREAS**, the City Council desires to authorize City's submission of the CDBG  
31 Consolidated Plan to HUD so that the City may proceed with HUD's CDBG entitlement  
32 status and gain eligibility for program year 2021 CDBG funds; and

33 **WHEREAS**, this Resolution is in the best interests of the health and general  
34 welfare of the City, its residents and general public.

35 **THE COUNCIL OF THE CITY OF SOUTH FULTON, GEORGIA, HEREBY**  
36 **RESOLVES** as follows:  
37

**Section 1.** The City Manager is hereby authorized to file with the U.S. Department of Housing and Urban Development the City's CDBG Consolidated Plan FY2020-2024. The City Manager is further authorized to sign any and all forms, applications and other documents necessary to secure the City's CDBG Entitlement Program eligibility and access to associated funding.

\*\*\*\*\*

**Section 2.** It is hereby declared to be the intention of the City Council that: (a) All sections, paragraphs, sentences, clauses and phrases of this Resolution 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, each and every section, paragraph, sentence, clause or phrase of this Resolution is severable from every other section, paragraph, sentence, clause or phrase of this Resolution. No section, paragraph, sentence, clause or phrase of this Resolution is mutually dependent upon any other section, paragraph, sentence, clause or phrase of this Resolution.

(c) In the event that any phrase, clause, sentence, paragraph or section of this Resolution shall, for any reason whatsoever, be declared invalid, unconstitutional or otherwise unenforceable by the valid judgment or decree of any court of competent jurisdiction, it is the express intent of the 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 Resolution.

**Section 3.** The City Attorney and City Clerk are authorized to make non-substantive editing and renumbering revisions to this Resolution for proofing, codification, and supplementation purposes. The final version of all resolutions shall be filed with the City Clerk.

**Section 4.** The effective date of this Resolution shall be the date of adoption, unless provided otherwise by the City Charter or state and/or federal law.

THIS RESOLUTION adopted this \_\_\_\_\_ day of \_\_\_\_\_ 2020.

**CITY OF SOUTH FULTON, GEORGIA**

\_\_\_\_\_  
WILLIAM "BILL" EDWARDS, MAYOR

ATTEST:

\_\_\_\_\_  
S. DIANE WHITE, CITY CLERK

APPROVED AS TO FORM:

\_\_\_\_\_  
EMILIA C. WALKER, CITY ATTORNEY



113  
114 The foregoing RESOLUTION No. 2020-\_\_\_\_\_, adopted on \_\_\_\_\_  
115 was offered by Councilmember \_\_\_\_\_, who moved its approval. The motion  
116 was seconded by Councilmember \_\_\_\_\_, and being put to a vote, the result  
117 was as follows:

|                                     | AYE   | NAY   |
|-------------------------------------|-------|-------|
| 118                                 |       |       |
| 119                                 |       |       |
| 120                                 |       |       |
| 121 William "Bill" Edwards, Mayor   | _____ | _____ |
| 122 Carmalitha Gumbs, Mayor Pro Tem | _____ | _____ |
| 123 Catherine Foster Rowell         | _____ | _____ |
| 124 Helen Zenobia Willis            | _____ | _____ |
| 125 Gertrude Naeema Gilyard         | _____ | _____ |
| 126 Corey Reeves                    | _____ | _____ |
| 127 khalid kamau                    | _____ | _____ |
| 128 Mark Baker                      | _____ | _____ |

129  
130

**GOVERNMENT OF THE CITY OF SOUTH FULTON**

Office of the City Manager

WILLIAM "BILL" EDWARDS  
MAYOR



ODIE DONALD II  
CITY MANAGER

**MEMORANDUM**

**TO:** Council Approval of Resolution for NFIP Flood Participation

**DATE:** July 28, 2020

**SUBJECT:** Council Approval of Resolution for NFIP Flood Participation

**REFERENCE:**

---

**CONCLUSION:**

**BACKGROUND:**

**FISCAL IMPACT:**

**ATTACHMENTS:**

| Description                             | Type       | Upload Date |
|-----------------------------------------|------------|-------------|
| Resolution for NFIP Flood Participation | Cover Memo | 7/23/2020   |

1 **STATE OF GEORGIA**  
2 **COUNTY OF FULTON**  
3 **CITY OF SOUTH FULTON**  
4  
5

6 **A RESOLUTION OF INTENT FOR THE CITY OF SOUTH FULTON TO PARTICIPATE**  
7 **IN THE NATIONAL FLOOD INSURANCE PROGRAM AND FOR OTHER LAWFUL**  
8 **PURPOSES**  
9

10 **(Sponsored by Councilperson Rowell)**  
11

12 **WHEREAS**, the City of South Fulton ("City") is a municipal corporation duly  
13 organized and existing under the laws of the State of Georgia;  
14

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

17 **WHEREAS**, the City Council is authorized to adopt flood related land use and  
18 control measures pursuant to Article IX, Section II of the Georgia Constitution;

19 **WHEREAS**, certain areas within the City are subject to periodic flooding and/or  
20 flood-related erosion;  
21

22 **WHEREAS**, flood related relief is available in the form of federally subsidized flood  
23 insurance as authorized by the National Flood Insurance Act of 1968;  
24

25 **WHEREAS**, it is the City Council's intent to cause for recognition and evaluation  
26 of flood or flood-related erosion hazards in official land use related actions; and

27 **WHEREAS**, this Resolution is in the best interests of the health and general  
28 welfare of the City, its residents and general public.

29 **THE COUNCIL OF THE CITY OF SOUTH FULTON, GEORGIA, HEREBY**  
30 **RESOLVES** as follows:  
31

32 **Section 1.**  
33

34 **A. Assurance.** The City hereby assures the Federal Emergency Management  
35 Agency that it will enact as necessary in those areas having flood or flood-related  
36 erosion hazards, adequate land use and control measures with effective  
37 enforcement provisions, including:  
38

- 39 1. Permitting requirements for all proposed construction or other development  
40 in the City to determine whether such construction or other development is  
41 proposed with the floodplain;  
42
- 43 2. Review proposed development to help ensure that all necessary permits

44 have been received from those governmental agencies from which approval  
45 is required by federal or state law;

- 46
- 47 3. Review and assess all permit applications to help determine whether  
48 proposed building sites will be reasonably safe from flooding; and  
49
- 50 4. Review and maintain all permit applications to help ensure that development  
51 activities are consistent with criteria set forth in Section 60.3 of the National  
52 Flood Insurance Program Regulations.  
53

54 **B. Facilitation.** The City hereby vests the Community Development and  
55 Regulatory Affairs Department, with supervision of the City Engineer  
56 and/or Surveyor, with the responsibility, authority, and means to:

- 57
- 58 1. Assist the Administrator, upon request, in his delineation of the limits of the  
59 area having special flood or flood-related erosion hazards;  
60
- 61 2. Provide such information as the Administrator may request concerning  
62 present uses and occupancy of the floodplain or flood-related erosion areas;  
63
- 64 3. Cooperate with federal, state and local agencies and private firms which  
65 undertake to study, survey, map and identify floodplain or flood-related  
66 erosion areas, and cooperate with neighboring communities with respect to  
67 management of adjoining floodplain and/or flood-related erosion areas in  
68 order to prevent aggravation or existing hazards;  
69
- 70 4. Submit on the anniversary date of the City's initial eligibility an annual report  
71 to the Administrator on the progress made during the past year within the City  
72 in the development and implementation of floodplain management measures;  
73
- 74 5. Upon occurrence, notify the Administrator, in writing, whenever the  
75 boundaries of the City have been modified by annexation or the City has  
76 otherwise assumed or no longer has authority to adopt and enforce floodplain  
77 management regulations for a particular area. In order that all Flood Hazard  
78 Boundary Rate Maps accurately represent the City's boundaries, include  
79 within such notification a copy of a map of the City suitable for reproduction,  
80 clearly delineating the new corporate limits or new area for which the City has  
81 assumed or relinquished floodplain management regulatory authority; and  
82
- 83 a. Ensure that the City's Flood Insurance Rate Maps are maintained and kept  
84 current by providing the Federal Emergency Management Agency with any  
85 new or updated flood risk data or any modified data reflecting natural or man-  
86 made changes to the floodplain.  
87

88 **C. Flood Insurance.** The City hereby appoints the City Engineer to maintain for

89 public inspection and to furnish upon request, for the determination of  
90 applicable flood insurance risk premium rates within all areas having special  
91 flood hazards identified on a Flood Hazard Boundary Map or Flood Insurance  
92 Rate Map, any certificates of flood- proofing, and information on the elevation  
93 (in relation to mean sea level) of the level of the lowest floor (including  
94 basement) of all new or substantially improved structures, and include  
95 whether or not such structures contain a basement, and if the structure has  
96 been flood proofed the elevation (in relation to mean sea level) to which the  
97 structure was floodproofed;  
98

99 **D. Cooperation.** The City hereby agrees to take such other reasonable action as  
100 may be reasonably necessary to carry out the objectives of the National Flood  
101 Protection Program.  
102

103 \*\*\*\*\*

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

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

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

120 **Section 3.** The city attorney and city clerk are authorized to make non-substantive  
121 editing and renumbering revisions to this Resolution for proofing, codification, and  
122 supplementation purposes. The final version of all resolutions shall be filed with the city  
123 clerk.

124 **Section 4.** The effective date of this Resolution shall be the date of adoption, unless  
125 provided otherwise by the City Charter or state and/or federal law.  
126  
127

THIS RESOLUTION adopted this \_\_\_\_\_ day of \_\_\_\_\_ 2020.

**CITY OF SOUTH FULTON, GEORGIA**

\_\_\_\_\_  
WILLIAM "BILL" EDWARDS, MAYOR

ATTEST:

\_\_\_\_\_  
S. DIANE WHITE, CITY CLERK

APPROVED AS TO FORM:

\_\_\_\_\_  
EMILIA C. WALKER, CITY ATTORNEY

174  
175 The foregoing RESOLUTION No. 2020-\_\_\_\_\_, adopted on \_\_\_\_\_  
176 was offered by Councilmember \_\_\_\_\_, who moved its approval. The motion  
177 was seconded by Councilmember \_\_\_\_\_, and being put to a vote, the result  
178 was as follows:

|     |                                 |       |       |
|-----|---------------------------------|-------|-------|
| 179 |                                 |       |       |
| 180 |                                 |       |       |
| 181 |                                 | AYE   | NAY   |
| 182 | William "Bill" Edwards, Mayor   | _____ | _____ |
| 183 | Carmalitha Gumbs, Mayor Pro Tem | _____ | _____ |
| 184 | Catherine Foster Rowell         | _____ | _____ |
| 185 | Helen Zenobia Willis            | _____ | _____ |
| 186 | Gertrude Naeema Gilyard         | _____ | _____ |
| 187 | Corey Reeves                    | _____ | _____ |
| 188 | khalid kamau                    | _____ | _____ |
| 189 | Mark Baker                      | _____ | _____ |

190  
191

**GOVERNMENT OF THE CITY OF SOUTH FULTON**

**Office of the City Manager**

**WILLIAM "BILL" EDWARDS**  
MAYOR



**ODIE DONALD II**  
CITY MANAGER

**MEMORANDUM**

**TO:** Council Approval of Breonna Taylor "No Knock" Warrant Resolution

**DATE:** July 28, 2020

**SUBJECT:** Council Approval of Breonna Taylor "No Knock" Warrant Resolution

**REFERENCE:**

---

**CONCLUSION:**

**BACKGROUND:**

**FISCAL IMPACT:**

**ATTACHMENTS:**

| Description                                | Type       | Upload Date |
|--------------------------------------------|------------|-------------|
| Breonna Taylor No Knock Warrant Resolution | Cover Memo | 7/23/2020   |
| FIS_No Knock Warrant                       | Cover Memo | 7/28/2020   |



1 **STATE OF GEORGIA**  
2 **COUNTY OF FULTON**  
3 **CITY OF SOUTH FULTON**  
4  
5

6 **A RESOLUTION RECOGNIZING THE SENSELESS DEATH OF BREONNA TAYLOR**  
7 **AND OTHERS SIMILARLY SITUATED; PROHIBITING THE USE OF NO-KNOCK**  
8 **WARRANTS WITHIN THE CITY OF SOUTH FULTON AND FOR OTHER LAWFUL**  
9 **PURPOSES**  
10

11 **(Sponsored by Councilperson Baker)**  
12

13 **WHEREAS**, the City of South Fulton ("City") is a municipal corporation duly  
14 organized and existing under the laws of the State of Georgia;  
15

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

18 **WHEREAS**, on or about March 13, 2020, a 26-year-old emergency medical  
19 technician named Breonna Taylor was resting lawfully and peacefully in her home in  
20 Louisville, Kentucky, while Louisville Metro Police officers waited outside her home to  
21 execute a search warrant;

22 **WHEREAS**, Multiple neighbors, witnesses and a resident in the home provided  
23 statements that officers did not announce their identity prior to entry;

24 **WHEREAS**, the officers opened fire upon entering Ms. Taylor's home, shooting  
25 more than 20 rounds, striking objects in the living room, dining room, kitchen, hallway,  
26 bathroom and bedrooms;

27 **WHEREAS**, Ms. Taylor was shot at least eight times and pronounced dead at the  
28 scene;

29 **WHEREAS**, Ms. Taylor nor anyone in the home had an outstanding warrant, nor  
30 were drugs were found in Ms. Taylor's home. Moreover, the person subject of the warrant  
31 lived miles away from Ms. Taylor and had already been detained by the police before  
32 officers entered Ms. Taylor's home;

33 **WHEREAS**, the City Council finds the death of Breonna Taylor to be outrageous,  
34 tragic and senseless;

35 **WHEREAS**, the City Council desires to help prevent the senseless killings of  
36 persons in situations similar to Ms. Taylor;

37 **WHEREAS**, the City Council finds that the ban of no-knock warrants in the City will  
38 enhance the safety of City residents and the City's police officers who risk their lives to  
39 protect the City; and

40           **WHEREAS**, this Resolution is in the best interests of the health, safety and general  
41 welfare of the City and its employees, residents and visitors.

42           **THE COUNCIL OF THE CITY OF SOUTH FULTON, GEORGIA, HEREBY**  
43 **RESOLVES** as follows:

44  
45           **Section 1.**  
46

47           **A. No-knock Search Warrants Prohibited.** No City Police Officer and/or Public  
48 Safety Official shall seek, execute or participate in the execution of a no-knock  
49 search warrant at any location within the City, unless exigent circumstances exist  
50 and such action is approved by the Chief of Police before requesting such warrant  
51 from a judge. A no-knock search warrant shall be defined as any search warrant  
52 issued by a judge to be executed upon a premise, which does not require those  
53 executing the warrant to knock and announce themselves and their purpose at the  
54 premises.

55  
56           **B. Execution.** Absent exigent circumstances, before any City Officer enters a  
57 building to execute a search warrant, at least one officer present at the scene shall:

- 58  
59           1. Physically knock on an entry door to the premises in a manner in which an  
60 ordinary occupant would reasonably hear such knock;  
61  
62           2. Verbally announce that such officer is with law enforcement and executing a  
63 search warrant; and  
64  
65           3. Wait at least fifteen (15) seconds following such announcement before entering  
66 upon the premises.  
67

68           **C. Effective Date and Instruction to Police Chief.** This Resolution shall go into  
69 effect one week following its adoption. The City Police Chief is instructed to cause  
70 for all City Police Personnel to be notified of this Resolution prior to the effective  
71 date. The Chief of Police is further instructed to update City Police General Orders  
72 to reflect the requirements of this Resolution within 30 days of the Resolution's  
73 adoption.  
74

75           \*\*\*\*\*

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

80           (b) To the greatest extent allowed by law, each and every section, paragraph, sentence,  
81 clause or phrase of this Resolution is severable from every other section, paragraph,  
82 sentence, clause or phrase of this Resolution. No section, paragraph, sentence, clause

83 or phrase of this Resolution is mutually dependent upon any other section, paragraph,  
84 sentence, clause or phrase of this Resolution.

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

92 **Section 2.** The City Attorney and City Clerk are authorized to make non-substantive  
93 editing and renumbering revisions to this Resolution for proofing, codification, and  
94 supplementation purposes. The final version of all resolutions shall be filed with the City  
95 Clerk.

96 **Section 3.** The effective date of this Resolution shall be one week from the date of  
97 adoption, unless provided otherwise by the City Charter or state and/or federal law.  
98  
99  
100  
101  
102  
103  
104  
105  
106  
107  
108  
109  
110  
111  
112  
113  
114

THIS RESOLUTION adopted this \_\_\_\_\_ day of \_\_\_\_\_ 2020.

**CITY OF SOUTH FULTON, GEORGIA**

\_\_\_\_\_  
WILLIAM "BILL" EDWARDS, MAYOR

ATTEST:

\_\_\_\_\_  
S. DIANE WHITE, CITY CLERK

APPROVED AS TO FORM:

\_\_\_\_\_  
EMILIA C. WALKER, CITY ATTORNEY

157  
158 The foregoing RESOLUTION No. 2020-\_\_\_\_\_, adopted on \_\_\_\_\_  
159 was offered by Councilmember \_\_\_\_\_, who moved its approval. The motion  
160 was seconded by Councilmember \_\_\_\_\_, and being put to a vote, the result  
161 was as follows:

|                                     | AYE   | NAY   |
|-------------------------------------|-------|-------|
| 162                                 |       |       |
| 163                                 |       |       |
| 164                                 |       |       |
| 165 William "Bill" Edwards, Mayor   | _____ | _____ |
| 166 Carmalitha Gumbs, Mayor Pro Tem | _____ | _____ |
| 167 Catherine Foster Rowell         | _____ | _____ |
| 168 Helen Zenobia Willis            | _____ | _____ |
| 169 Gertrude Naeema Gilyard         | _____ | _____ |
| 170 Corey Reeves                    | _____ | _____ |
| 171 khalid kamau                    | _____ | _____ |
| 172 Mark Baker                      | _____ | _____ |
| 173                                 |       |       |
| 174                                 |       |       |

# GOVERNMENT OF THE CITY OF SOUTH FULTON

ODIE DONALD II  
CITY MANAGER



FRANK MILAZI  
Chief Financial Officer

## **MEMORANDUM**

**TO:** Diane White, City Clerk

**FROM:** Frank S. Milazi, CFO *FM*

**DATE:** July 16, 2020

**SUBJECT:** No knock Warrant Resolution

---

## **CONCLUSION**

City Council intends to help prevent senseless killings similar to the tragic death of Breona Taylor. Council finds that the ban of no-knock warrants throughout the City will be beneficial as it pertains to the safety of its residents as well as the officers who risk their lives to protect all of South Fulton. No City of South Fulton Police Officer and/or Public Safety Official shall seek, execute or participate in the execution of a no-knock search warrant at any location within the City. Officers must physically knock on any entry door, verbally announce who they are and their purpose as well as wait fifteen seconds following such announcement before entering inside the premises. This Resolution shall go into effect one week following its adoption.

## **BACKGROUND**

On or about March 13, 2020, a 26-year-old emergency medical technician named Breonna Taylor was resting lawfully and peacefully in her home in Louisville, Kentucky, while Louisville Metro Police Department waited outside her home to execute a search warrant. A number of witnesses including a resident of the home have all stated that the officers involved neglected to announce their identity as well as their presence. After entering, the tragedy resulted in officers opening fire, shooting more than 20 rounds throughout the house. Unfortunately, Ms. Taylor was a victim to eight of those shots. Ms. Taylor nor anyone else in this home had a warrant issue for the. The person subject to this warrant lived miles away from Ms. Taylor and had already been detained by the police before officers entered Taylor's home.

## **FINANCIAL IMPACT**

There will be no financial impact to the FY20 budget and/or FY20 fiscal year appropriations/allocation.



**GOVERNMENT OF THE CITY OF SOUTH FULTON**

Office of the City Manager

WILLIAM "BILL" EDWARDS  
MAYOR



ODIE DONALD II  
CITY MANAGER

**MEMORANDUM**

**TO:** Council Approval of GICH Community Housing

**DATE:** July 28, 2020

**SUBJECT:** Council Approval of GICH Community Housing

**REFERENCE:**

---

**CONCLUSION:**

**BACKGROUND:**

**FISCAL IMPACT:**

**ATTACHMENTS:**

| Description            | Type       | Upload Date |
|------------------------|------------|-------------|
| GICH Community Housing | Cover Memo | 7/23/2020   |



# GOVERNMENT OF THE CITY OF SOUTH FULTON

## Office of the City Manager

WILLIAM "BILL" EDWARDS  
MAYOR



ODIE DONALD II  
CITY MANAGER

### MEMORANDUM

**TO:** Honorable Mayor William "Bill" Edwards & City Council Members

**FROM:** Odie Donald II   
City Manager

**DATE:** July 2, 2020

**SUBJECT:** Georgia Initiative for Community Housing (GICH)

---

#### Background

The City of South Fulton has been invited by the University of Georgia in partnership with the Georgia Municipal Association, and the Georgia Department of Community Affairs to participate in the **Georgia Initiative for Community Housing Cohort**.

**What:** Georgia Initiative for Community Housing, also called GICH, is a cooperative program that began in 2005 from Department of Community Affairs, Georgia Municipal Association (GMA), and University of Georgia's Housing & Demographic Research Center also known as the GICH Partners. This program requires that local municipalities commit to the program for 3 years and see the project through to implementation. The City will be charged with identifying a cross-functional team to work on the project. Members of the team include but are not limited to elected officials, staff, economic development professionals, school leaders, bankers, residents, developers, and other housing professionals. The team should be between 10-15 people. We plan to engage and seek recommendations for cohort participants from Mayor and each Councilmember. As a member of the GICH Cohort, the City will receive technical assistance and support from housing experts in Georgia.

**Why:** GICH helps communities improve their quality of life and economic vitality through the development of locally based housing and revitalization strategies. Since the City is seeking entitlement status from HUD to establish and administer eligible programs and activities under the Community Development Block Grant (CDBG) program, this cohort provides the perfect opportunity for the City of South Fulton to develop a comprehensive housing strategy that will posture our city for future success.

**How:** Communities that are selected are expected to do the following: 1) Create a community housing team; 2) Develop new ideas about meeting local housing needs and enhancing community development; 3) Learn about approaches and resources to improve housing stock; 4) Produce a community housing plan; and 5) Implement the plan.

**How Much:** Participation in the Cohort is **free** but each City would need to budget \$3,000 - \$5,000 in travel expenses for the cohort to attend the mandatory planning retreats. The City

# GOVERNMENT OF THE CITY OF SOUTH FULTON

## Office of the City Manager

WILLIAM “BILL” EDWARDS  
MAYOR



ODIE DONALD II  
CITY MANAGER

July 1, 2020

Dr. Jermaine Durham  
[Jermaine.Durham@uga.edu](mailto:Jermaine.Durham@uga.edu)

Re: Georgia Initiative for Community Housing (GICH) Letter of Intent

On behalf of the city of South Fulton, I would like to submit this letter of intent for the City to be considered for participation in the upcoming GICH Cohort for 2020-2021. As a new City, that is currently seeking entitlement status from the U.S Department of Housing and Urban Development (HUD), this cohort provides a strategic opportunity for the city to design and implement a successful housing strategy using a cross functional team and proven methodology. The City of South Fulton's goals uniquely align with the mission of GICH of helping communities improve their quality of life and economic vitality through the development of locally based housing and revitalization strategies. This hyper local approach to designing and implementing housing strategies and accessing technical assistance is precisely what our City needs to help posture us for growth.

South Fulton was incorporated in May 2017 as part of the Metropolitan Atlanta area. Prior to incorporation, the City of South Fulton was a part of unincorporated Fulton County and served the largest population of low-moderate income residents within the county. South Fulton is the third largest city in metro Atlanta and the 8<sup>th</sup> largest city in the state of Georgia, serving the population of approximately 98,000 according to the US Census Bureau's report estimate for 2018 census projections.

The City understands that we will be charged with identifying a cross-functional team to work on the project specifically and submitting a completed application by July 31, 2020. Members of the team include but are not limited to elected officials, staff, economic development professionals, school leaders, bankers, developers, residents, and other housing professionals. Over the next few weeks, we will work to build a dynamic team of professionals to support this work on behalf of the City.

South Fulton has identified affordable housing as a strategic priority within the City's inaugural Annual Action Plan to HUD. Participating in the GICH cohort provides a unique opportunity to build this framework in a logical and thoughtful way. The investments that we make in high quality housing today will become a part of the legacy that we will leave for the generations of tomorrow. As a new entitlement community, the City is anxious to forge new relationships with neighboring jurisdictions and thought leaders in this space as we all work collaboratively to provide diverse housing solutions that meet the growing needs of our residents.

The City has identified Ms. Christina Cummings, Deputy Director, Community Development & Regulatory Affairs as the person responsible for pre-application communication. She can be reached by email at [christina.cummings@cityofsouthfultonga.gov](mailto:christina.cummings@cityofsouthfultonga.gov) or at 470.372.2867 with any follow-up questions. We hope that you will give our letter of intent and application the most serious consideration.

Sincerely,

Odie Donald II  
City Manager

can use CDBG Administrative funds to cover these costs so there is no immediate fiscal impact to the general fund budget.

**Timeline:** The table below describes the order of events and timeline.

| Event                                         | Dates               |
|-----------------------------------------------|---------------------|
| GICH Order of Events Application Announcement | April 30, 2020      |
| Informational Webinar                         | May 15, 2020        |
| <b>Letter of Intent Due</b>                   | <b>July 6, 2020</b> |
| Application Due                               | July 31, 2020       |
| Site Visits to Finalist Communities           | Late August 2020    |
| Selection Announcement                        | October 2020        |
| Pre-retreat Orientation Meeting               | Early November 2020 |
| First Retreat                                 | February 2021       |
| Second Retreat                                | September 2021      |

Should you need further information regarding this correspondence, please contact Christina Cummings at [christina.cummings@cityofsouthfultonga.gov](mailto:christina.cummings@cityofsouthfultonga.gov).

# **GICH Informational Webinar**



**May 22, 2020**

# Presentation Outline

- **Program Overview** – Chris Higdon, Georgia Municipal Association
- **Application Procedures** – Jermaine Durham, University of Georgia
- **Community Successes** – Kristyn Cherry, Georgia Department of Community Affairs



# PROGRAM OVERVIEW



# The GICH Initiative:

Helps communities improve their quality of life and economic vitality through the development of locally based housing and revitalization strategies.



# Participating Communities will:

- Create a community housing team
- Develop new ideas about meeting local housing needs and enhancing community development
- Learn about approaches and resources to improve housing stock
- Produce a community housing plan
- Implement the plan





# GICH began in 2004 as a cooperative partnership of:



**Financial Planning, Housing  
& Consumer Economics**

*College of Family and Consumer Sciences*

*Housing and Demographics Research Center*

**UNIVERSITY OF GEORGIA**



**Public Service & Outreach**  
**UNIVERSITY OF**  
**GEORGIA**

**Founding Sponsor and continued financial support is provided by:**

**WELLS  
FARGO**



**Georgia  
Power**

# In-Kind Program Partners

- UGA Archway Partnership
- UGA Carl Vinson Institute of Government
- UGA Extension

*The program is also partial funded by a USDA Rural Development RCDI grant*

# The Initiative

## Three year program which includes:

- Retreats with facilitated work sessions
- Informative workshops provided by experts
- Host cities coordinate housing tour
- Reports from communities
- Networking & Collaborating with other GICH Communities

# The Initiative- Retreats

- Held twice each year where all 15 participating communities meet to plan and learn while sharing ideas
- Retreats are held in different locations within the state
- Attend for 2-3 days during their first year and 1 ½ to 2 days the second and third years
- No registration fees required



# The Initiative – General Sessions

- Code Enforcement
- Urban Redevelopment
- Housing Assessments
- Land Bank Authorities
- Heir Property
- Fair Housing
- Blight
- Neighborhood Revitalization
- Tax Credit Properties



# The Initiative – Housing Tour

Host cities coordinate a housing tour of successful housing initiatives within their community



# The Initiative



## Facilitated Work Sessions

A facilitator is assigned to each community to assist with drafting a strategic housing plan



## Reports from communities

Communities will learn from the others as they share their plans and progress in report back sessions.





# GICH APPLICATION PROCEDURES



# How Can My Community Participate?



- Assemble a community housing team
- Identify housing needs within your community
- Identify funding source(s) for team's travel expenses
- **Submit**
  - Letter of Intent
  - Application

# Who May Apply

- Incorporated municipality
- County government
- Public Housing Authority
- Joint City/County



# Application

## Section A — Applicant and Financial Information

- Name of Applicant: \_\_\_\_\_
- Address: \_\_\_\_\_
- Primary Contact Person: \_\_\_\_\_
- Email Address: \_\_\_\_\_
- Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_
- Secondary Contact Person: \_\_\_\_\_
- Email Address of Secondary Contact: \_\_\_\_\_
- Telephone of Secondary Contact: \_\_\_\_\_
- Indicate who is the Team Leader: Primary or Secondary Contact listed above



# Application

## 10. Funding Source(s) and Amount Allocated for Travel and Lodging Expenses:

|        | <b>Funding Source(s)</b> | <b>Amount</b> | <b>Status</b><br>(Requested or allocated) |
|--------|--------------------------|---------------|-------------------------------------------|
| Year 1 |                          |               |                                           |
| Year 2 |                          |               |                                           |
| Year 3 |                          |               |                                           |

# Application

## Section B — Community Housing Information

### 11. Community Housing Team Members: (page 2-3)

| Housing Industry Groups                   | Name | Title | Affiliation | Signature Indicating Agreement to Participate |
|-------------------------------------------|------|-------|-------------|-----------------------------------------------|
| Government official                       |      |       |             |                                               |
| Lender, Real Estate, Developer            |      |       |             |                                               |
| Nonprofit, housing authority, faith based |      |       |             |                                               |
| Others                                    |      |       |             |                                               |



# Application

## Other Important Team Members

Housing Authority

Habitat for Humanity

Churches

Colleges/school system

Non-profits

Regional Commissions

USDA

Foundations

Private Sector, etc.

Major Employer



# Application

12. Evidence of **local government support** and other local support (attach letters, local government resolutions, and other actions)
13. & 14. Describe the primary **housing issues** facing the community and **housing activities** in the community currently underway or successfully completed
21. Briefly describe why the **community wishes** to participate in GICH and what you expect as an outcome from your community's participation





# Application

22. Briefly describe **activities and efforts** that you have taken to build dedicated and sustainable team leadership and to work together as a collaborative group **since your last application** or site visit. **This section does not apply to first-time applicants.**

# Application

## Section C — Certification & Acknowledgement of Responsibilities

- **Organization** - The housing team must include broad community representation.
- **Attendance & participation** - Dedicated team member participation on the housing team at the biannual retreats and local meetings is vital for meaningful facilitated discussion and developing and implementing an effective housing plan.
- **Product** - The GICH program partners with communities to improve their quality of life and economic vitality through the development of locally-based housing and revitalization strategies.



# Application

## Section C — Certification & Acknowledgement of Responsibilities

●To the best of my knowledge the information in this application is true and correct. By checking the “Yes” box, the official representative of the applicant certifies these statements.

●Date: \_\_\_\_\_ Yes ☐

●Name of official representative (please print):

\_\_\_\_\_

●Title: \_\_\_\_\_



# Application Tips

- Cohesiveness: preparation is key (the team should meet at least once prior to site visit)
- Diversity: show that multiple people are actively working
- Team sized-right: do not need all types of team members but enough to be effective
- Project sized-right: housing initiatives need to be large enough to address in 3-5 years but should not be too large.
- Consider Home & Away Teams: larger local working group and a smaller retreat team to report back



# Application Scoring

|                                                                                          |        |
|------------------------------------------------------------------------------------------|--------|
| <b>Team:</b> Number and appropriate representation from groups                           | 10 pts |
| <b>Evidence of Support:</b> Appropriate financial support; resolutions; dedicated staff) | 10 pts |
| <b>Housing Issues:</b> Clear, detailed description                                       | 10 pts |
| <b>Past Housing Activities:</b> Steps taken to address housing needs                     | 10 pts |
| <b>Expectations of Participation:</b> Clear, detailed description                        | 5 pts  |
| <hr/>                                                                                    |        |
| <b>45 Total</b>                                                                          |        |



# Planning Committee Site Visits

- After the application process is complete a group of finalist communities will be chosen
- Site visits will be scheduled with each finalist community
- Include presentations from housing team, discussion session, and tour of community
- After site visits are complete, the next cohort of GICH communities is made



# Schedule of Events 2020-2021

| Event                                                                                                       | Date(s)                     |
|-------------------------------------------------------------------------------------------------------------|-----------------------------|
| Application Released                                                                                        | April 30, 2020              |
| Informational Webinar                                                                                       | Posted May 22, 2020         |
| Visit the GICH Booth in the Exhibit Hall at the Georgia Municipal Association Annual Convention in Savannah | June 26-30, 2020            |
| Letter of Intent Due                                                                                        | July 6, 2020                |
| Application Due                                                                                             | July 31, 2020               |
| Site Visits to Finalist Communities                                                                         | Late August, 2020           |
| GICH 2020 Fall Retreat                                                                                      | Sep. 8 – 10, 2020           |
| Selection Announcement                                                                                      | October, 2020               |
| Pre-retreat Orientation Meeting                                                                             | Early November, 2020        |
| First Retreat                                                                                               | February, 2021 (dates TBD)  |
| Second Retreat                                                                                              | September, 2021 (dates TBD) |

# DCA POLICIES AND SUCCESS STORIES





# DCA Incentives

## Current GICH Communities

- Extra points on the CHIP application
- Extra point on LIHTC application
- Exemption from the “every other year” rule in CDBG

## Certified Alumni GICH Communities

- Extra point on LIHTC application
- Exemption from the “every other year” rule in CDBG

# DCA Incentives: Participation

- GICH teams are required to attend two (2) retreats per year during the duration of the three-year program.
- GICH teams should ensure that at least four (4) team members are in attendance during the scheduled retreats.
- **ACTIVE** GICH communities are eligible to receive special consideration in DCA program applications
  - An **ACTIVE** GICH community is defined as one who has been accepted into the GICH program and who, at the time of application for a DCA program, has had adequate attendance at the two (2) most recent GICH retreats.



## DCA Incentives: Participation

- An **INACTIVE** community is defined as one who has been accepted into the GICH program and who, at the time of application for a DCA program, has had adequate attendance at only one (1) of the two (2) most recent GICH retreats.
- An **INACTIVE** community is ineligible for special consideration in DCA program applications.
  - For example, a community who applies for CHIP moneys in January 2021, but has failed to attend either a September 2020 or February 2020 retreat will not be eligible for special consideration during that application cycle.

## The Takeaway

**Be sure to attend each GICH retreat 😊**

# Success Stories: DCA Incentives

Since 2004, DCA has invested more than **\$409 million** across the Georgia communities that have participated in GICH

In 2019, across all current and former GICH communities, DCA invested:

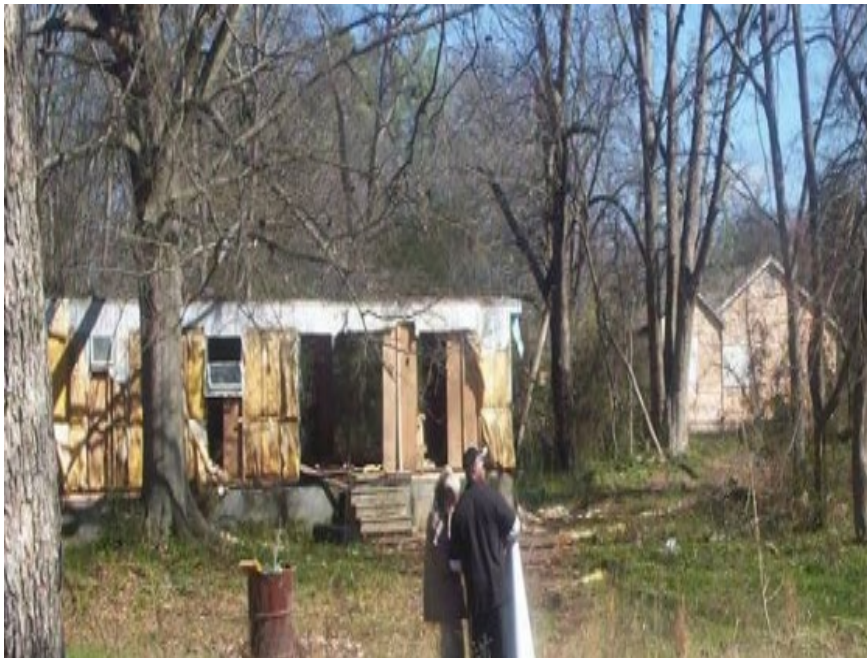
- **\$4.7 million in Community HOME Investment Program** funds for rehabilitation and construction of affordable owner-occupied homes
- **\$11.9 million in competitive Low Income Housing Tax Credit** financing for the development of affordable rental housing
- **\$10.6 million in Georgia Dream** down payment assistance supporting first-time homebuyers in GICH communities
- **\$11.4 million in Community Development Block Grant** funds for local housing and community development initiatives



# Success Story: Neighborhood Revitalization

## Rusher Street Neighborhood, Washington, GA:

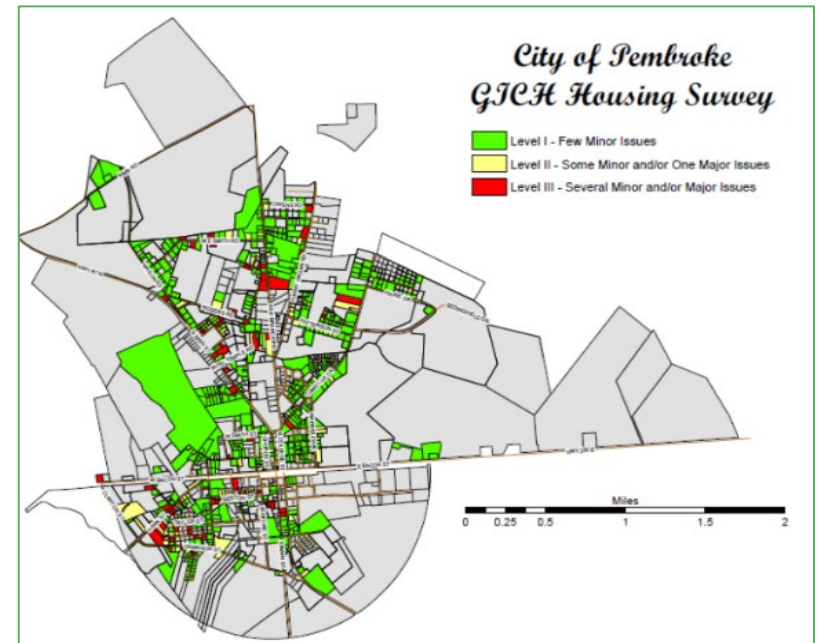
*The City of Washington leveraged a DCA CHIP new construction grant with CDBG infrastructure funds to revitalize a corridor*



# Success Story: Housing Assessments

## **Pembroke Housing Conditions Survey** *Partnership with GICH and Georgia Southern University*

- 24% of housing units had at least one major structural defect
- Incorporated findings into City's Comprehensive Plan and Urban Redevelopment Plan
- Implemented work plan through:
  - Home Depot Veteran Porch Repair and Handicap Ramp grants
  - DCA sponsored LIHTC and CHIP development/rehab
  - State Farm Neighborhood Assistance Grant
  - Private investment from GICH team members



# For More Information

## Contact

**Jermaine Durham: [Jermaine.Durham@uga.edu](mailto:Jermaine.Durham@uga.edu)**  
**or**

**Morgan Wolf: [mjw14812@uga.edu](mailto:mjw14812@uga.edu)**

**Application forms are available on-line at:**

**[www.fcs.uga.edu/fhce/gich](http://www.fcs.uga.edu/fhce/gich)**





# Questions?



# Georgia Initiative for Community Housing

## Instructions and Application for 2021 Cohort

---

**Before completing the application form, please review the instructions.** Questions regarding this application form or the Georgia Initiative for Community Housing should be directed to Dr. Jermaine Durham at 706-542-4949 or by email at [Jermaine.Durham@uga.edu](mailto:Jermaine.Durham@uga.edu).

**Webinar** It is not required, but applicants are strongly encouraged to attend an informational webinar prior to submitting an application. There is a live webinar scheduled for May 15, 2020. Applicants that attend one of the webinars will receive preference over equally deserved applicants that do not. Please watch the GICH website and emails for details about this webinar.

**Letter of Intent** (1-2 pages) Applicants must submit a letter of intent by email to Jermaine Durham at [Jermaine.Durham@uga.edu](mailto:Jermaine.Durham@uga.edu) by July 6, 2020. Please describe the circumstances that led you to the decision to apply for the GICH program. This may include housing issues facing your community, current partnerships and housing activities underway, or recent planning efforts citing the need. Also include: name, title, affiliation, telephone number, and email address of the person who will assume responsibility for pre-application communication. The initial point of contact person may be different from the primary contact for the application as listed in line 3-5.

### Written Application

**Line 1- 2** Provide the name and address of the organization applying for participation. The applicant organization should be the lead agency/fiscal agent for the Community Housing Team. The applicant organization must be a City or County government or public housing authority. Joint applications will be considered.

**Line 3-8** Provide the name and contact information of the primary person (line 3-5) and the secondary person (lines 6-8) that will be the contact for activities of the Community Housing Team and questions about the application.

**Line 9** Indicate which person will be Team Leader. The Team Leader is expected to be committed to the full three year life of the program and to coordinate team meeting arrangements, work schedules, fiscal matters, and to generally keep the team on task and motivated.

**Line 10** There is no charge for participation in GICH activities. However, communities must cover travel and lodging costs for its housing team members to participate in the planning retreats, which, on average, may be between \$3,000 and \$5,000 per year, and associated team activities. There are many ways in which these costs can be covered. For example, each team member might have their costs covered by the organization which they represent (e.g., City, County, housing authority, chamber of commerce, private business, church, or nonprofit). The community might also wish to raise funds locally or a single entity (e.g., local government, financial institution or chamber of commerce) might be willing to cover this cost. This section should indicate how the community anticipates covering these costs and the status of that funding. The estimated costs per team will be:

**Yearly Travel Costs:** Costs will consist of travel to two, multi-day (two or three days) retreats, which may require several overnight stays, depending on distance from your community. Lunches will be provided during the retreat but not dinners. Most hotels offer continental breakfast. For initial planning purposes, assume that conference hotel rooms may cost between **\$100 and \$125 per night**. The costs for the first year will be somewhat more than the second and third years, due to more retreat workdays. Your travel costs will vary depending on the number of team members attending and the distance of the retreats from your community.

**Other Costs:** Any costs incurred by the Community Housing Team during its work at home, between retreat sessions, will be the responsibility of the community. These costs should be negligible and based on decisions the team makes about meetings involving meals, local staff time devoted to meetings and meeting preparation, and other related expenses. Those costs and funding sources do not need to be included on this application form.

**Line 11** List the members of the Community Housing Team. These will be the people who attend the Initiative activities and who are committed to working on the community's housing issues. The teams will normally consist of 15 to 20 individuals and include representatives from local government, business (particularly banks, real estate, and builders/developers), nonprofit housing organizations, and the public housing authority. If you have more than one individual from any group, include them in "other." Other groups that might be included, depending on your community, are faith-based organizations, churches, development authorities, chamber of commerce, school system, major employers, and law enforcement. In addition to giving the person's name, title, and organizational affiliation, each person is required to sign the application. If someone has not yet confirmed but has been invited, write "invited" in the signature column for that person.

Broad community representation and dedicated member participation on the housing team is vital to developing and implementing an effective housing plan. Participating communities are encouraged to send their full housing teams to each retreat. In reality, it is not always practical for every member to travel to each retreat. In fact, the team may have members that never attend the retreats, but participate in local meetings and events. It is imperative, however, that each team has a core group of 8 to 12 members that

are dedicated to attending the retreats for the full three year program. Lack of continuous participation of at least several members is detrimental to the team's success. Team members are encouraged to read the housing component of their local comprehensive plan and to be knowledgeable about their urban redevelopment plan, if applicable.

Each team is strongly encouraged to include a local elected official who is part of the team; consistently participates with the group by attending GICH retreats and local meetings, and acts as a liaison back to the city council.

**Line 12** Indicate the extent of local support that this undertaking has in the community. Evidence of local government support includes allocations of budgeted funds, pledges of staff support, letters of support, and Council/Commission resolutions. Other types of local support would include pledges of funds and/or staff support, letters of support, and in-kind support such as meeting space and food.

**Line 13** Describe the primary housing issues facing the community. You may attach one additional page. You may also attach completed housing studies, maps or other information that may be helpful for the selection committee. The description included in the application does not commit the community's housing team to identifying the issues described as the primary problems or key objectives for their work. It will, however, give the reviewers an idea of the types of issues that are currently identified as central to the community's housing needs.

**Line 14** Describe housing activities successfully completed or currently underway or any other previous housing efforts in the community, including applications made for funding (such as CHIP, CDBG, LIHTC, etc). Activities described might include neighborhood rehabilitation efforts, rehabilitation of public housing units, concentrated code enforcement efforts, and construction of new affordable housing. You may attach one additional page to respond to this section.

**Line 15-16** Indicate whether or not the City and County governments have building inspection and/or code enforcement staff, a zoning ordinance, subdivision controls and an Urban Redevelopment Plan.

**Line 17-20** Indicate whether or not your community has participated in the Main Street Program, the Archway Partnership, or the Georgia Downtown Renaissance, has a land bank authority, has completed a housing needs assessment in the past three years, and has had worked with the Regional Commission in the past five years.

**Line 21** This section provides you with an opportunity to explain why your community wishes to participate in the Initiative, what you hope to achieve by participating, how this work fits into the community's current initiatives and plans and what strengths the community brings to the process that will increase the likelihood that this will be a positive and useful experience for the community. You may attach one additional page to respond to this section.

**Line 22** This section provides communities who were not previously accepted into the program with an opportunity to explain why your community is ready to participate in the Initiative this year. This section does not apply to first-time applicants. Briefly describe activities and efforts that you have taken to build dedicated and sustainable team leadership and to work together as a collaborative group since your last application or site visit. (You may attach one additional sheet to respond to this section)

**Certification & Acknowledgement of Responsibilities** An official of the applicant organization must certify that the information is correct and that the community will assemble a housing team and fully participate in the program if chosen. The certifying official should be a responsible official of the organization (i.e., Chief Elected Official, Chair of the County Commission, Chair of the Public Housing Authority Board, or the appropriate combination, if a joint application).

**Electronic Submittal** is required and should be sent to [Jermaine.Durham@uga.edu](mailto:Jermaine.Durham@uga.edu). All attachments must be scanned and incorporated into the application as one PDF document. Scan pages 2 & 3 with housing team members' signatures and import into application file. If you have trouble sending the file (e.g. file too big), or if you want to verify that it was received, email [Jermaine.Durham@uga.edu](mailto:Jermaine.Durham@uga.edu).

### **Deadline Date**

Your application must be received via email by the GICH program director Jermaine Durham at [Jermaine.Durham@uga.edu](mailto:Jermaine.Durham@uga.edu) by 5:00 PM on Monday **July 31, 2020** to be considered for participation in the Georgia Initiative for Community Housing. Late applications will not be accepted.

### **GICH Order of Events**

|                                     |                                |
|-------------------------------------|--------------------------------|
| Application Announcement            | April 30, 2020                 |
| Informational Webinar               | May 15, 2020                   |
| <b>Letter of Intent Due</b>         | <b>July 6, 2020</b>            |
| <b>Application Due</b>              | <b>July 31, 2020</b>           |
| Site Visits to Finalist Communities | Late August 2020               |
| Selection Announcement              | October 2020                   |
| Pre-retreat Orientation Meeting     | Early November 2020            |
| First Retreat & Second Retreat      | February 2021 & September 2021 |



## APPLICATION FOR PARTICIPATION – 2021 Cohort

### SECTION A — APPLICANT AND FINANCIAL INFORMATION

1. Name of Applicant: \_\_\_\_\_
2. Address: \_\_\_\_\_  
\_\_\_\_\_
3. Primary Contact Person: \_\_\_\_\_
4. Email Address: \_\_\_\_\_
5. Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_
6. Secondary Contact Person: \_\_\_\_\_
7. Email Address: \_\_\_\_\_ Fax: \_\_\_\_\_
8. Telephone: \_\_\_\_\_
9. Indicate who is the Team Leader: Primary Contact ☐ Or Secondary Contact ☐

10. Funding Source(s) and Amount Allocated for Travel and Lodging Expenses:

|        | <b>Funding Source(s)</b> | <b>Amount</b> | <b>Status<br/>(Requested or allocated)</b> |
|--------|--------------------------|---------------|--------------------------------------------|
| Year 1 |                          |               |                                            |
| Year 2 |                          |               |                                            |
| Year 3 |                          |               |                                            |

## SECTION B — COMMUNITY HOUSING INFORMATION

### 11. Community Housing Team Members: (pages 2-3)

| Housing Industry Groups                              | Name | Title | Affiliation | Signature Indicating Agreement to Participate |
|------------------------------------------------------|------|-------|-------------|-----------------------------------------------|
| City government – elected official                   |      |       |             |                                               |
| City government – staff                              |      |       |             |                                               |
| County government (if applicable) – elected official |      |       |             |                                               |
| County government - (if applicable) - staff          |      |       |             |                                               |
| Bank                                                 |      |       |             |                                               |
| Real Estate                                          |      |       |             |                                               |
| Builder/Developer                                    |      |       |             |                                               |
| Nonprofit organizations                              |      |       |             |                                               |
| Habitat for Humanity                                 |      |       |             |                                               |
| Public housing authority                             |      |       |             |                                               |
| Local school system                                  |      |       |             |                                               |



| <b>Housing Industry Groups</b>                                                     | <b>Name</b> | <b>Title</b> | <b>Affiliation</b> | <b>Signature Indicating Agreement to Participate</b> |
|------------------------------------------------------------------------------------|-------------|--------------|--------------------|------------------------------------------------------|
| Regional Commission /Planning Agency                                               |             |              |                    |                                                      |
| Chamber of Commerce                                                                |             |              |                    |                                                      |
| Cooperative Extension                                                              |             |              |                    |                                                      |
| Family Connections                                                                 |             |              |                    |                                                      |
| Resident/citizen                                                                   |             |              |                    |                                                      |
| Faith-based organization                                                           |             |              |                    |                                                      |
| Planning/Zoning/Historic Preservation Board                                        |             |              |                    |                                                      |
| Economic Development/ Downtown Development/Urban Redevelopment/Land Bank Authority |             |              |                    |                                                      |
| Other                                                                              |             |              |                    |                                                      |





12. Evidence of local government support; evidence of other local support (attach letters, local government resolutions, and other actions):

13. Describe the primary housing issues facing the community. In evaluating the adequacy and suitability of existing housing stock to serve current and future community needs, you may consider the following factors: housing types and mix, condition and occupancy, local cost of housing, cost-burdened households in the community, jobs-housing balance, housing needs of special populations, and availability of housing options across the life cycle. (you may attach two additional sheet to respond to this section):

14. Describe housing activities successfully completed or currently underway or any other previous housing efforts in the community, including applications made for funding (such as CHIP, CDBG, LIHTC, etc). (you may attach one additional sheet to respond to this section):



15. Does the City government have the following:

1. Building Inspection Staff No ☐ Yes ☐  
If yes, how many positions (full-time equivalent)? \_\_\_\_\_
2. Housing Element of the Comprehensive Plan  

No ☐ Yes ☐
3. Code Enforcement Staff No ☐ Yes ☐  
If yes, how many positions (full-time equivalent)? \_\_\_\_\_
4. Zoning Ordinance No ☐ Yes ☐
5. Subdivision Ordinance No ☐ Yes ☐
6. Urban Redevelopment Plan (O.C.G.A 36-61-1) No ☐ Yes ☐

16. Does the County government have the following:

1. Building Inspection Staff No ☐ Yes ☐  
If yes, how many positions (full-time equivalent)? \_\_\_\_\_
2. Code Enforcement Staff No ☐ Yes ☐  
If yes, how many positions (full-time equivalent)? \_\_\_\_\_
3. Zoning Ordinance No ☐ Yes ☐
4. Subdivision Ordinance No ☐ Yes ☐

17. Has your community participated in the following programs?

1. Georgia Main Street No ☐ Yes ☐ (Years: \_\_\_\_\_)
2. Archway Partnership No ☐ Yes ☐ (Years: \_\_\_\_\_)
3. Georgia Downtown Renaissance No ☐ Yes ☐ (Years: \_\_\_\_\_)
4. Georgia Placemaking Collaborative No ☐ Yes ☐ (Years: \_\_\_\_\_)



18. Does your community have a land bank authority? No ☐ Yes ☐

19. Has your community completed a housing needs assessment in the past three years?

No ☐ Yes ☐

If yes, please describe the scope, target area, funding, etc.

20. Has your community worked with your Regional Commission on community development activities in the past 5 years? No ☐ Yes ☐

If yes, please describe:

21. Briefly describe why your community wishes to participate in the Georgia Initiative for Community Housing, what you expect as an outcome from your community's participation, and how this work fits into the community's current initiatives and plans. (you may attach one additional sheet to respond to this section)

22. This section provides communities who were not previously accepted into the program with an opportunity to explain why your community is ready to participate in the Initiative this year. This section does not apply to first-time applicants.

Briefly describe activities and efforts that you have taken to build dedicated and sustainable team leadership and to work together as a collaborative group since your last application or site visit. (You may attach one additional sheet to respond to this section)



## SECTION C — CERTIFICATION & ACKNOWLEDGEMENT OF RESPONSIBILITIES

**Organization** - The housing team must include broad community representation.

Communities are expected to:

- develop a recruitment plan to assure the team remains reflective of your community, which includes a means of replacing non participants or team member resignations. Furthermore, the team must continue to seek out new members when need arises.
- include a local elected official who is part of the team; consistently participates with the group by attending GICH retreats and local meetings, and acts as a liaison back to the city council.
- notify the GICH program coordinator when team leader (or primary or secondary contact persons) change, by completing approved paperwork.

**Attendance & participation** - Dedicated team member participation on the housing team at the biannual retreats and local meetings is vital for meaningful facilitated discussion and developing and implementing an effective housing plan. Communities are expected to:

- maintain active and substantial participation at every retreat and at all group presentations and individual work sessions. This also includes giving report back presentations on progress at every retreat, starting in the fall of the first year.
- create and adhere to a local meeting schedule to continue plan development and implementation between initiative retreats. Communities must maintain a list of attendees and meeting minutes.

**Product** - The GICH program partners with communities to improve their quality of life and economic vitality through the development of locally-based housing and revitalization strategies. Communities are expected to:

- develop a plan working with their facilitator during retreat work sessions.
- continue to refine and amend the plan during local meetings.
- take steps to implement action items.
- assure sustainability of plan by developing future action items (juniors).
- maintain electronic copies of the up-to-date working plan. This is the responsibility of the local team leader.

To the best of my knowledge the information in this application is true and correct. By checking the “Yes” box below, the official representative of the applicant certifies these statements and acknowledges the following responsibilities of program participation:

Date: \_\_\_\_\_ Yes ☐

Name of official representative (please print): \_\_\_\_\_

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



**GOVERNMENT OF THE CITY OF SOUTH FULTON**

**Office of the City Manager**

**WILLIAM "BILL" EDWARDS**  
MAYOR



**ODIE DONALD II**  
CITY MANAGER

**MEMORANDUM**

**TO:** Council Approval to Increase New Public Safety Building Spending

**DATE:** July 28, 2020

**SUBJECT:** Council Approval to Increase New Public Safety Building Spending

**REFERENCE:**

---

**CONCLUSION:**

**BACKGROUND:**

**FISCAL IMPACT:**

**ATTACHMENTS:**

| Description                 | Type       | Upload Date |
|-----------------------------|------------|-------------|
| Memo_Public Safety Building | Cover Memo | 7/23/2020   |

# GOVERNMENT OF THE CITY OF SOUTH FULTON

## Office of the City Manager

WILLIAM "BILL" EDWARDS  
MAYOR



ODIE DONALD II  
CITY MANAGER

### MEMORANDUM

**TO:** Honorable Mayor William "Bill" Edwards & City Council Members

**FROM:** Odie Donald II   
City Manager

**DATE:** July 7, 2020

**SUBJECT: Public Safety Building Design Authority Increase**

---

#### Background

The Department of Public Works recommends approval to increase spending authority to Pieper O'Brien Herr Architects to provide additional design and construction drawings on schemes Three or Four in the amount of \$17,650. Under the attached files for schemes 3 and 4, both schemes add the Crime Investigation lab to the phase I area for the Police Department; however, scheme 4 takes away some amount of the Court Administration area. It is recommended to proceed with option 3, which will provide more square footage design and accommodate better the needs of Courts and the Police Department.

The Department has successfully negotiated with the Landlord (Jones Bride Associates LLC) one-month free rent for the month of January; a savings of \$18,666.67. Additionally, Jones Bridge Road Associates LLC, the property management company will issue a check payable to the City of South Fulton in the amount of \$120,000 per First Amendment to the Lease Agreement for unnecessary work. The disbursement of funds to the City could be done as a lump sum or applied towards the rent until all funds are exhausted.

Additionally, upon construction of phase I, personnel from the Old National Highway precinct can move to the safety building; a savings of \$12,000/month. Moreover, the Crime Evidence Lab on Fulton Industrial Boulevard and the Courts could relocate to the safety building; a savings of \$27,000 and \$30,000/year, respectively.

There is mutual recommendation on scheme 3 with the Police Department and the Courts Administration. The design will provide and approximate construction footage of 18,100 SF, with an estimated construction cost of \$1,862,880.

It is recommended to delay the acquisition of the Campbell Drive Precinct and incorporate it into the FY21 budget ask. Divert the allocated \$350,000 URA funds to the

Public Safety buildout, this action would fill the immediate needs of the Police Department and allow the design and construction of phase I of the Safety Building.

**Recommendation**

The Department of Public Works recommends approval to increase the expending authority to Pieper O'Brien Herr Architects to provide design and construction drawings on schemes Three or Four in the amount of \$17,650. The total spending authority will be \$114,150.

Funding in the amount of \$17,650 to process the increase will be funded out of Professional Services under General Services.

Should you need further information regarding this correspondence, please contact Antonio Valenzuela at [antonio.valenzuela@cityofsouthfultonga.gov](mailto:antonio.valenzuela@cityofsouthfultonga.gov).

ARCHITECTURE

PROGRAMMING

PLANNING

INTERIORS

GRAPHICS

3 June 2020

Mr. Antonio M. Valenzuela  
Public Works Director  
**City of South Fulton**  
5440 Fulton Industrial Blvd  
Atlanta, GA 30336

Re: COSF Public Safety Building Renovation  
POH Project No. 20-19191.20

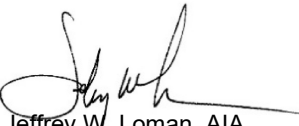
Dear Antonio,

As requested, we are proposing an additional service fee of \$17,650.00 to provide design and construction documents based on the additional square footage proposed from our previous "courts only" phase proposal.

The scope covered by this fee includes Architectural, Structural and Mechanical, Plumbing and Fire Protection services. I have attached the schemes three and four as the additional fee will suffice for either scheme that is chosen.

Sincerely,

PIEPER O'BRIEN HERR ARCHITECTS

  
Jeffrey W. Loman, AIA  
Senior Associate/Project Manager

  
Charles O'Brien III, AIA NCARB  
Principal

Encl: Option 3 and 4

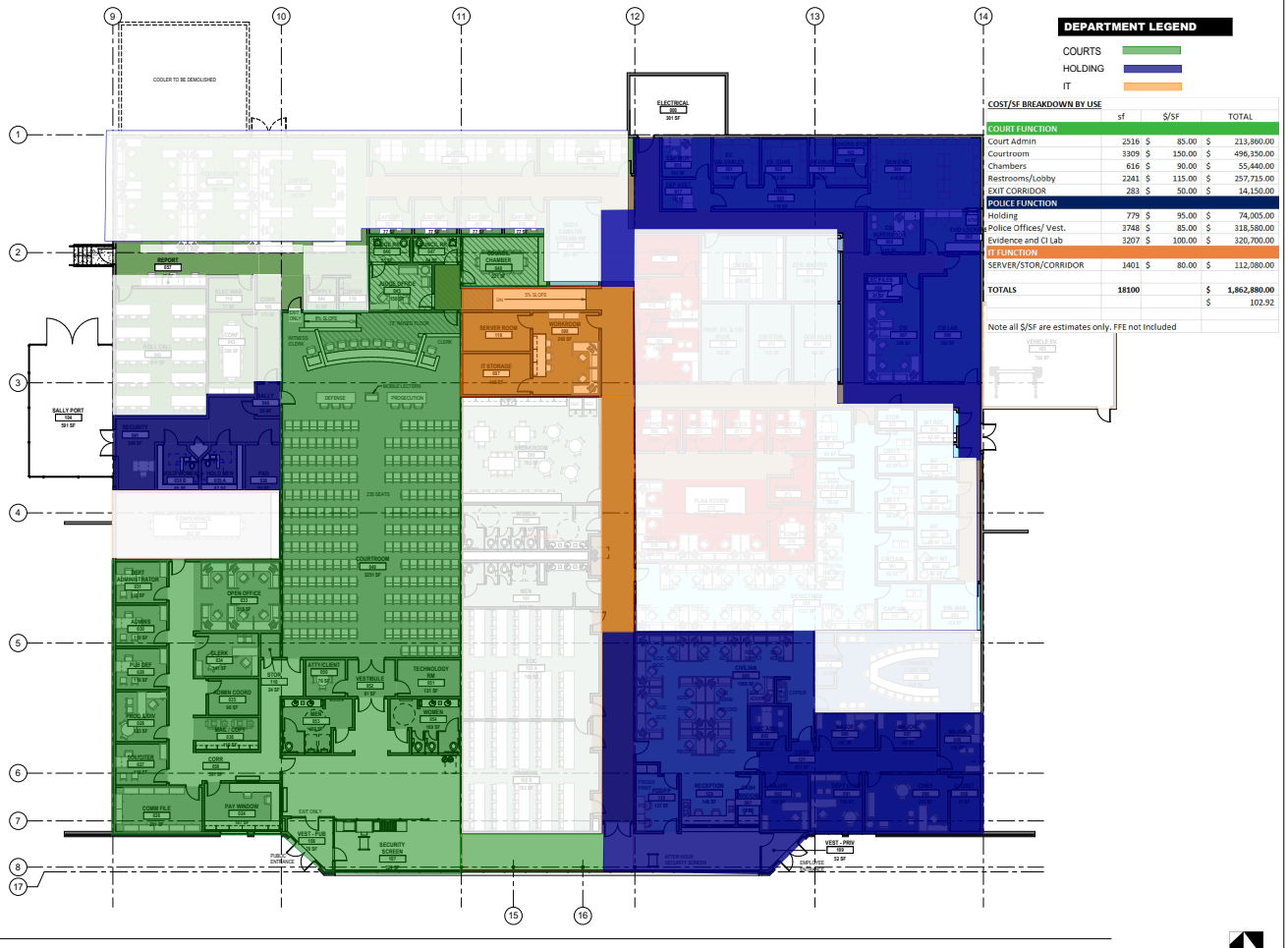
Your signature below will serve as acceptance of the intent of this proposal. Further fee and scope negotiation may be required.

\_\_\_\_\_  
City of South Fulton

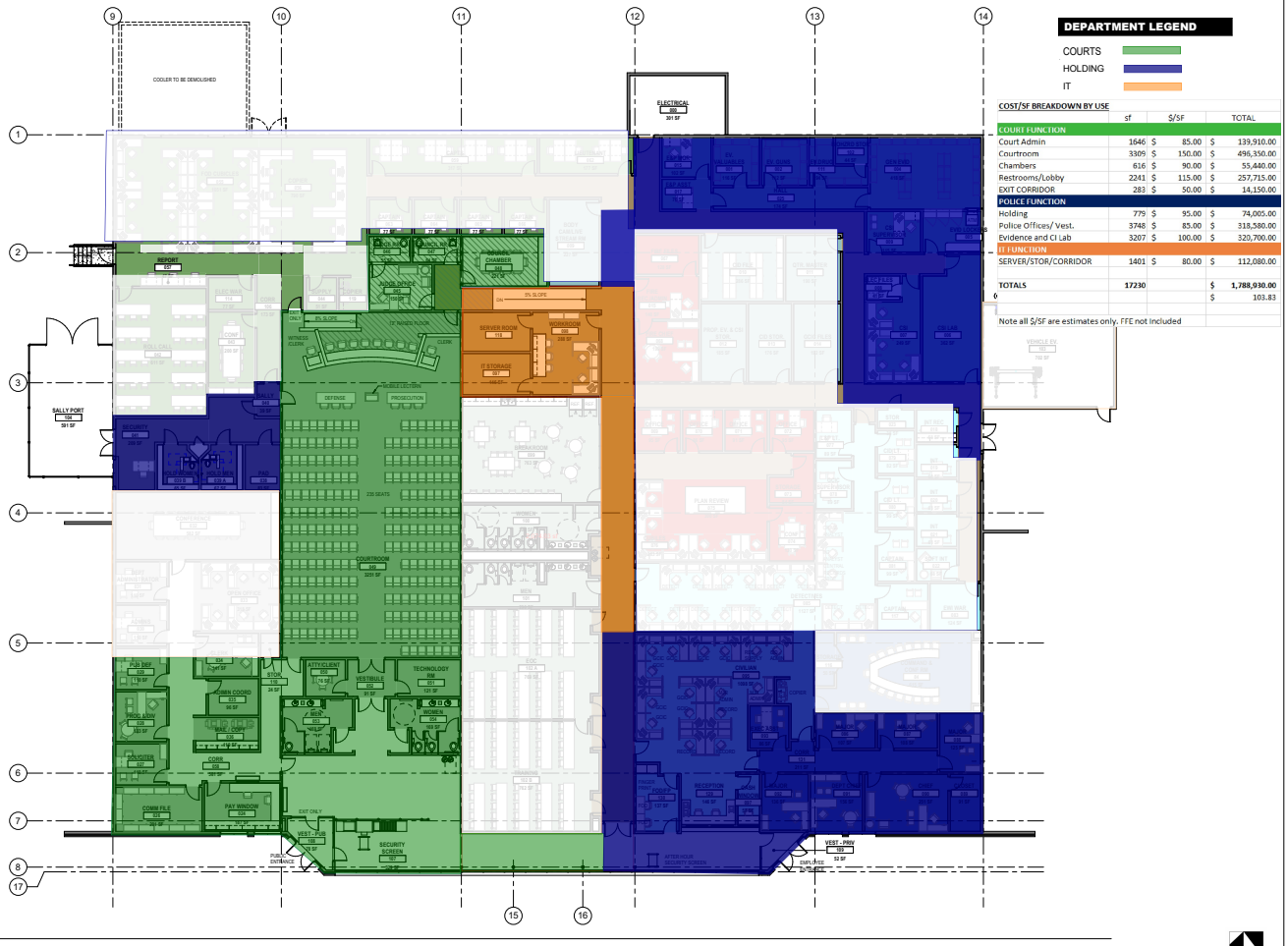
\_\_\_\_\_  
Date







## OPTION THREE - COURT/POLICE BUILD OUT



## OPTION FOUR - COURT/POLICE BUILD OUT



**GOVERNMENT OF THE CITY OF SOUTH FULTON**

Office of the City Manager

WILLIAM "BILL" EDWARDS  
MAYOR



ODIE DONALD II  
CITY MANAGER

**MEMORANDUM**

**TO:** Council 1st Reading to Amend Title 2, Chap 5  
Business

**DATE:** July 28, 2020

**SUBJECT:** Council 1st Reading to Amend Title 2, Chap 5 Business

**REFERENCE:**

---

**CONCLUSION:**

**BACKGROUND:**

**FISCAL IMPACT:**

**ATTACHMENTS:**

| Description                                            | Type       | Upload Date |
|--------------------------------------------------------|------------|-------------|
| Amend Ord Title 2 Chap 5 Business and Occupation Taxes | Cover Memo | 7/23/2020   |

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

4  
5 **AN ORDINANCE INCREASING OPERATIONAL EFFICIENCY; AMENDING TITLE 2,**  
6 **TAXATION, CHAPTER 5, BUSINESS AND OCCUPATION TAXES OF THE CITY**  
7 **CODE AND FOR OTHER LAWFUL PURPOSES**

8  
9 **WHEREAS**, the City of South Fulton ("City") is a municipal corporation duly  
10 organized and existing under the laws of the State of Georgia;

11  
12 **WHEREAS**, the duly elected governing authority of the City is the Mayor and  
13 Council thereof ("City Council");

14  
15 **WHEREAS**, the City Council desires to update the business and occupation taxes  
16 regulations for the City; and

17 **WHEREAS**, the City Council finds this Ordinance to be in the best interests of the  
18 general welfare of the City.

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

22  
23 **Section 1:** The City of South Fulton Code of Ordinances Title 2, Taxation, Chapter  
24 5, Business and Occupation Taxes, is hereby amended by substituting and replacing  
25 Chapter 5 to read as follows:

26  
27 **TITLE 2 – TAXATION**

28  
29 **CHAPTER 5 – BUSINESS AND OCCUPATION TAXES**

30  
31 **Sec. 2-5001. – Definitions**

32 The following words, terms and phrases, when used in this chapter, shall have the  
33 meanings ascribed to them in this section, except where the context clearly indicates a  
34 different meaning:

35 *Administrative fee* means a component of an occupation tax that approximates the  
36 reasonable cost of handling and processing the occupation tax.

37 *Employee* means an individual whose work is performed under the direction and  
38 supervision of the employer and whose employer withholds FICA, federal income tax, or  
39 state income tax from such individual's compensation or whose employer issues to such  
40 individual for purposes of documenting compensation a form W-2, but not a form I.R.S.  
41 1099. An individual who performs work under the direction and supervision of one  
42 business or practitioner in accordance with the terms of a contract or agreement with

another business that recruits such individual is an employee of the business or practitioner that issues to such individual for purposes of documenting compensation a form I.R.S. W-2.

*Finance director* means the City finance director and/or such person's designee.

*Gross receipts.*

(1) The term "*gross receipts*" means total revenue of the business or practitioner for the period, including, without being limited to, the following:

- a. Total income without deduction for the cost of goods sold or expenses incurred;
- b. Gain from trading in stocks, bonds, capital assets, or instruments of indebtedness;
- c. Proceeds from commissions on the sale of property, goods, or services;
- d. Proceeds from fees charged for services rendered; and
- e. Proceeds from rent, interest, royalty, or dividend income.

(2) The term "*gross receipts*" shall not include the following:

- a. Sales, use, or excise taxes;
- b. Sales returns, allowances, and discounts;
- c. Interorganizational sales or transfers between or among the units of a parent-subsidary controlled group of corporations, as defined by 26 USC 1563(a)(1), between or among the units of a brother-sister controlled group of corporations, as defined by 26 USC 1563(a)(2), between or among a parent corporation, wholly owned subsidiaries of such parent corporation, and any corporation in which such parent corporation or one or more of its wholly owned subsidiaries owns stock possessing at least 30 percent of the total value of shares of all classes of stock of such partially owned corporation, or between or among wholly owned partnerships or other wholly owned entities;
- d. Payments made to a subcontractor or an independent agent for services that contributed to the gross receipts in issue;
- e. Governmental and foundation grants, charitable contributions or the interest income derived from such funds, received by a nonprofit organization which employs salaried practitioners otherwise covered by this chapter, if such funds constitute 80 percent or more of the organization's receipts; and
- f. Proceeds from sales of goods or services that are delivered to or received by customers who are outside the state at the time of delivery or receipt.

*License* means a permit or certificate issued by the city that allows an entity to operate lawfully in the city. A license does not create any rights to operate in violation of any provision of this Code, and it may be revoked by the city council at any time. This definition applies to any license issued pursuant to this chapter.

82        *Location or office* includes any structure or vehicle where a business, profession, or  
83 occupation is conducted, but shall not include a temporary or construction work site which  
84 serves a single customer or project or a vehicle used for sales or delivery by a business  
85 or practitioner of a profession or occupation which has a location or office. The renter's or  
86 lessee's location that is the site of personal property that is rented or leased from another  
87 does not constitute a location or office for the personal property's owner, lessor, or the  
88 agent of the owner or lessor. The site of real property which is rented or leased to another  
89 does not constitute a location or office for the real property's owner, lessor, or the agent  
90 of the owner or lessor unless the real property's owner, lessor, or the agent of the owner  
91 or lessor, in addition to showing the property to prospective lessees or tenants and  
92 performing maintenance or repair of the property, otherwise conducts the business of  
93 renting or leasing the real property at such site or otherwise conducts any other business,  
94 profession, or occupation at such site.

95        *Occupation tax* means a tax levied on persons, partnerships, corporations, or other  
96 entities for engaging in an occupation, profession, or business.

97        *Occupation tax certificate* or *certificate* means a document issued by the city after the  
98 registration of a business and the full payment of any required occupation tax. A certificate  
99 does not create any rights to operate in violation of any provision of this Code and it may  
100 be denied, suspended or revoked by the city at any time pursuant to the procedures set  
101 forth herein.

102        *Practitioner of professions and occupants* shall not include a practitioner who is an  
103 employee of a business, if the business pays an occupation tax.

104        *Regulatory fees* means payments, whether designated as license fees, permit fees,  
105 or by another name, which are required by city as an exercise of its municipal power and  
106 as a part of or as an aid to regulation of an occupation, profession, or business. The  
107 amount of a regulatory fee shall approximate the reasonable cost of the actual regulatory  
108 activity performed by the city. A regulatory fee does not include an administrative or  
109 registration fee. Regulatory fees do not include development impact fees as defined by  
110 O.C.G.A. § 36-71-2(8) or other costs or conditions of zoning or land development.

111        *Registration* means the application form with information about a business or the act  
112 of completing the form. As a matter of administrative convenience, registration forms may  
113 also be used for the purpose of compiling such information as deemed necessary to  
114 confirm that the type of business to be operated is permitted by the city's zoning ordinance  
115 at the location where the business is to be conducted, or any other applicable provision  
116 of the city code.

117        *Return* means all documents or forms filed with the payment of an occupation tax  
118 and/or those documents or forms, which are used to determine any underpayment or  
119 overpayment on taxes paid in any previous year.

## 120        **Sec. 2-5002. - Occupation certificate required**

- 122        (a) All persons, firms, companies, or corporations, including limited liability companies  
123 and professional corporations, now or hereafter operating a business in the city, are  
124 hereby required to register their business or office, obtain an occupation tax certificate

for their business or office, and pay the amount now or hereafter fixed as taxes and fees thereon. The owners of multifamily rental dwellings or multifamily rental units within the city that receive income for use of four or more such dwellings or units and meet the requirements of O.C.G.A. § 48-13-5 for having a location or office within the city are subject to an occupation tax as provided in this chapter. For the initial year of construction, this section shall not apply to new construction or rehabilitation of a multifamily rental dwelling provided proper permits are obtained from the city.

(b) The occupation tax certificate shall serve as a business license. Additional business licenses may be required as established in this chapter.

(c) Stock or manufacturing companies or other companies, subsidiaries, agencies, district offices, branch offices, corporations or individuals, having either their business proper or their general branch offices located within the city, and either represented by the officers of the company, or any agent, for the purpose of soliciting patronage for the same, or for the transaction of any business pertaining thereto, is required to obtain an occupation tax certificate.

(d) All licenses granted under this chapter shall expire on April 1 of each year. Licensees are required to make a new application in each year. Such application is treated as an initial application and the applicant is required to comply with all rules and regulations for the granting of licenses as if no previous license had been held.

#### **Sec. 2-5003. - Fee; basis**

(a) Except as otherwise provided in this chapter, every business and practitioner subject to this chapter shall pay a tax based on the gross receipts of such business (the "occupation tax").

(b) The gross receipts tax shall include a flat rate of \$50.00 for the first \$20,000.00 of gross revenue, and \$13.00 per employee. Gross revenues above \$20,000.00 are taxed using a fee class table based on profitability. The fee class table ranges from \$0.50 to \$2.20 per \$1,000.00 of gross revenue based on the NAICS code of the business.

#### **Sec. 2-5004. - Application for certificate**

(a) It shall be the duty of each person, firm or corporation subject to this chapter to file with the department of finance on or before March 31 of each calendar year an application for registration under this chapter setting forth all activities of each business, its Standard Industrial Classification Code and/or its North American Industry Classification System Code, its estimated gross receipts for the calendar year of the registration, computation of the amount of tax due including the administrative fee and per employee tax, a copy of the profit and loss statement, a copy of its Georgia income tax return, and such other information as may be required by the director of finance to properly administer this chapter, which may include all or any of the information specified in this chapter. Any new business or practitioner shall apply and register for a new certificate within 30 days after the commencement of business.

(b) For businesses or practitioners with more than one type of service or product, including businesses or practitioners listed under and subject to O.C.G.A. § 48-13-

16, the entire gross receipts shall be classified according to the dominant service or product based upon the information provided under subsection (a) of this section.

(c) For each business or practitioner with a location or office situated in more than one jurisdiction, including businesses or practitioners with one or more locations or offices in Georgia and one or more locations outside the state, the city shall allocate the gross receipts as follows for occupation tax purposes in accordance with the following:

(1) Where the business or practitioner can reasonably allocate the dollar amount of gross receipts of the business or practitioner to one or more of the locations or offices on the basis of product manufactured in that location or office or the sales or other services provided in that location or office, the city shall tax the gross receipts generated by the location or office within the city; or

(2) Where the business or practitioner cannot reasonably allocate the dollar amount of gross receipts among multiple locations or offices, the business or practitioner shall divide the gross receipts reported to all local governments in this state by the number of locations or offices of the business or practitioner which contributed to the gross receipts reported to any local government in this state, and shall allocate an equal percentage of such gross receipts of the business or practitioner to each location or office.

(3) In no instance shall the sum of the portions of the total gross receipts of a business or practitioner taxed by all local governments exceed 100 percent of the total gross receipts of the business or practitioner.

(4) In the event of a dispute between the business or practitioner and the city as to the allocation under this section, the business or practitioner shall have the burden of proof as to the reasonableness of the allocation.

(5) Upon request, businesses or practitioners with a location or office situated in more than one jurisdiction shall provide to the city the following:

a. Financial information necessary to allocate the gross receipts of the business or practitioner; and

b. Information relating to the allocation of the business's or practitioner's gross receipts by other local governments.

(6) When the city levies an occupation tax on a business or practitioner which has locations encompassed by other jurisdictions and the other jurisdictions use different criteria for taxation, the city shall not tax any greater proportion of the gross receipts than authorized by law.

(d) This chapter applies to each business and practitioner with no location or office within the State of Georgia, which:

(1) Has one or more employees or agents who exert substantial efforts within the City for the purpose of soliciting business or serving customers or clients; or

(2) Owns personal or real property which generates income and which is located in the City. Gross receipts of such business or practitioner for purposes of this



section shall include only those gross receipts reasonably attributable to sales or services in the State of Georgia. If such business or practitioner provides to the director of finance proof of payment of a local business or occupation tax in another state which purports to tax the business's or practitioner's sales or services in the State of Georgia, the business or practitioner shall be exempt from this chapter.

- (e) Real estate brokers transacting business within the unincorporated area of the county are subject to this chapter. Real estate brokers shall be liable for tax only on gross receipts arising from transactions involving real estate located within the city. Real estate brokers shall be liable for such taxes without regard to their having a location or office in the city.
- (f) The provisions of this section may be amended from time to time by resolution of the board of commissioners for the purpose of providing for exceptions to business and occupation taxes as provided under O.C.G.A. § 48-13-10(f).

**Sec. 2-5005. - Payment of fees; penalties; refunds**

- (a) Following the filing of the application as required under this chapter, each business or professional practitioner subject to this chapter shall remit payment in full for all taxes and fees due not later than March 31 of the year in which the application is filed. Each person, firm or corporation operating under various trade names must secure a separate occupation tax certificate for each trade name issued. In addition, a separate occupation tax certificate must be secured for each business location. If the business or practice was not in operation on January 1, the occupation tax with its associated administrative fees shall be due and payable 30 days following the commencement of business.

- (1) The finance director or his designee shall assess penalties in the amount of the percent of the amount owed for each calendar year or portion thereof for:

- a. Failure to pay occupation taxes and administrative fees when due;
- b. Failure to file an application by March 31 of any calendar year, when the business or practitioner was in operation on January 1 or such calendar year; and/or
- c. Failure to register and obtain an occupation tax certificate within 30 days of the commencement of a new business.

- (2) Delinquent taxes and fees are subject to interest at a rate of one and one-half percent per month. Payments required by this chapter may be collected in any suit at law or in equity, or the city may cause executions to issue against the person, firm or corporation liable for the payment. Executions may be levied and sold together with all costs thereof, by the city.

- (3) Any person whose duty it is to register any business or practice and obtain any occupation tax certificate required under this chapter and falls to do so, or who fails to pay the occupation tax or administrative fee required by this chapter, or who makes any deliberate or substantial and material false statement on an application or provides materially false information in support of an application,

shall be denied an occupation tax certificate, shall be required to surrender any existing such occupation tax certificate and shall be deemed to have no such occupation tax certificate for purposes hereof, and shall be subject to a civil fine as provided by applicable local, state or federal law.

(b) Certificate applicants for trade names and for separate business locations shall pay the nonrefundable administrative fee imposed hereby, in addition to the tax imposed by this chapter. In the event a business ceases to operate after the issuance of an occupation tax certificate, no refund of the fee or tax shall be granted.

(c) No business or practitioner subject to this chapter shall collect any gross receipts as defined herein unless such business or practitioner shall have applied for an occupation tax certificate and/or license as required hereunder. Upon application for an occupation tax certificate, any such business or practitioner may thereupon collect gross receipts, including those incurred but not collected during the period prior to the application, but such business or practitioner shall be subject to the penalties of subsection (a) of this section. If the taxes and fees remain unpaid after the due date, the business or practitioner shall not collect any gross receipts as defined herein. The provisions of this chapter may be enforced by appropriate injunctive or other means allowed by law.

(d) Practitioners of law may collect gross receipts as defined herein without applying for and obtaining an occupation tax certificate. However, practitioners of law must pay the occupation tax levied herein. Delinquent taxes and fees are subject to interest at a rate of 1½ percent per month. Any occupation tax with its associated administrative fees hereunder, shall be due and payable by March 31 of each calendar year. If the business or practice was not in operation on January 1, the occupation tax with its associated administrative fees shall be due and payable 30 days following the commencement of business pursuant to this chapter. The finance director shall assess a penalty in the amount of ten percent of the amount owed for each calendar year or portion thereof for failure to pay occupation taxes and administrative fees when due. In the event of failure to pay the occupation tax required by this chapter, the tax may be collected in any suit at law or in equity. In addition, failure to pay the occupation tax required by this chapter shall subject the person, firm or corporation to a civil fine as provided by local, state or federal law.

(e) Except as provided in subsection (b) of this section, the refund of the occupation tax levied herein is governed by O.C.G.A. § 48-5-380.

#### **Sec. 2-5006. - Termination of business**

It shall be the duty of each business and practitioner subject to fees and occupation taxes under this chapter to return its current occupation tax certificate, together with a statement as to the date of termination of doing business or practice, to the finance director within 30 days of ceasing to do business at the licensed location.

#### **Sec. 2-5007. - Professional occupation tax**

(a) Notwithstanding any other provision of this chapter, there is hereby imposed upon practitioners of law, medicine, osteopathy, chiropractic, podiatry, dentistry, optometry, applied psychology, veterinary, landscape architecture, land surveying, massage

therapy and physiotherapy, public accounting, embalming, funeral directing, civil, mechanical, hydraulic and electrical engineering, architecture, marriage and family therapists, social workers, and professional counselors, as their entire occupation tax, one of the following, at the practitioner's election:

(1) The occupation tax based on gross receipts resulting from application of the other provisions of this chapter; or

(2) \$400.00 each year, but a practitioner paying accordingly shall not be required to provide information relating to the gross receipts of such practitioner. For the purposes of this section, the term "practitioner" shall include any individual holding license to practice any of the professions specified herein regardless of whether such individual shall practice as a professional corporation or professional association.

(b) In addition to any other documentation that may be requested or required by the city finance director, any practitioner electing to make a payment pursuant to subsection (a)(2) of this section may be required to demonstrate proof of licensure, if applicable.

**Sec 2-5008. – Evidence of state license; state license to be displayed; city license to be applied for**

(a) Each person or business required to obtain state licensure shall provide evidence of proper and current state licensure at the time of application for registration or filing of the occupation tax return before the occupation tax certificate may be issued.

(b) Each person or business licensed by the state shall post the state license in a conspicuous place in the licensee's place of business and shall keep the license there.

(c) Any business which is required to obtain a separate license pursuant to title 12 of the city code shall make application for same concurrently with its occupation tax certificate registration and application and/or renewal and no occupation tax certificate shall be issued by the city for businesses requiring additional licensing pursuant title 12 of the city code unless the same have been applied for concurrently and issued concurrently.

**Sec. 2-5009. - Transfer**

No certificate issued under this chapter may be transferred. Any new business or practitioner shall apply and register for a new certificate within 30 days after the commencement of business provided, however, that such application shall confer no right to operate any business which would otherwise be prohibited by any local, state or federal law.

**Sec. 2-50010. - Display of occupation tax certificate; penalties**

The certificate holder shall display the occupation tax certificate issued hereunder in a conspicuous place at the licensed location. Failure to display the occupation tax certificate in a conspicuous location may result in a fine of \$100.00. This section does not apply to practitioners of law.

**Sec. 2-50011. - Proration of fee**

When any person or business commences business on or after July 1 in any year, the occupation tax authorized hereby shall be levied at the customary rate on the gross receipts of the business or practitioner from the commencement of the business, but the attendant administrative fee shall not be reduced.

**Sec 2-50012. – Denial, suspension or revocation**

*(a) Procedure for denial, suspension or revocation:*

- (1) Each application submitted and/or certificate granted hereunder shall be subject to denial, suspension or revocation for any reason set forth in subsection (b) of this section. Within 60 days of the filing of a completed application, the finance director shall either issue an occupation tax certificate to the applicant or issue a written notice of intent to deny an occupation tax certificate for one or more reasons set forth in subsection (b) of this section. Revocation or denial of the occupation tax certificate shall result in the inability of the applicant and/or certificate holder to obtain an occupation tax certificate from the city for a term of two years from the date of such revocation and/or denial. The decision of the finance director to revoke, suspend and/or deny an occupation tax certificate shall be final unless the applicant and/or certificate holder files a notice of appeal to the finance director within 30 days of the service of the finance director's written notice of denial.
- (2) Whenever the finance director determines there is cause to suspend, deny or revoke an occupation tax certificate issued and/or requested hereunder, the finance director shall serve the applicant and/or certificate holder with written notice at least 15 days prior to an administrative hearing of the time, place, purpose of the hearing, and a statement of the charge(s) upon which the administrative hearing before the finance director shall be held.
- (3) The finance director shall reach a decision on the matter before them within ten days following the close of the hearing and give written notice of said decision. The decision of the finance director shall be final unless the applicant and/or certificate holder files a notice of appeal to the finance director within 30 days of the date of service of said decision.

*(b) Service of notices.* The service of notices to the applicant and/or certificate holder for hearings and appeals under this chapter shall be accomplished by sending such notice to the email address provided by the applicant and/or certificate holder in their

376 application. The service and/or filing of notices to the finance director for hearings and  
377 appeals under this chapter shall be accomplished by sending such notice to the  
378 finance director's official city email address. The applicant and/or certificate holder  
379 shall update their email address by sending written notice to the finance director in the  
380 manner required under this section.

381 (c) *Grounds for denial, suspension or revocation.* An occupation tax certificate may be  
382 denied, suspended or revoked upon one or more of the following grounds:

383 (1) The applicant or certificate holder is guilty of fraud or deceit in the operation of  
384 such person's business or occupation;

385 (2) The applicant or certificate holder is engaged in the business or occupation  
386 under a false or unauthorized assumed name, or is impersonating another  
387 practitioner of a like or different name;

388 (3) The applicant or certificate holder is addicted to the habitual use of intoxicating  
389 liquors, narcotics, or stimulants to such an extent he is unable to perform his  
390 duties under the business or occupation;

391 (4) The applicant or certificate holder is guilty of fraudulent, false, misleading, or  
392 deceptive advertising or practices;

393 (5) The applicant or certificate holder has been convicted of or has pled guilty or  
394 nolo contendere to any sexual offense as set out in O.C.G.A. § 16-6-1 et al., or  
395 to any offense involving the lottery, illegal possession or sale of narcotics or  
396 alcoholic beverages or possession or receiving of stolen property, within a period  
397 of five years of the the filing of the application and/or issuance of the certificate.  
398 If after having been granted an occupation certificate, the applicant pleads guilty,  
399 is convicted of, or enters a plea of nolo contendere to any of the offenses listed  
400 in subsections a. through this subsection, said certificate shall be subject to  
401 suspension and revocation;

402 (6) The original application or renewal thereof, contains materially false information,  
403 or the applicant has deliberately sought to falsify information contained therein;

404 (7) The business or establishment is not authorized to operate within the city, or  
405 within the zoning district within which it is located, or is otherwise not in conformity  
406 with locational requirements of any of the city's ordinances;

407 (8) The applicant or holder has been convicted of or has pleaded guilty to any felony  
408 offense, crime of moral turpitude, misdemeanor, or violation of the city code that  
409 directly relates to the business for which the certificate is sought. In determining  
410 whether a felony, crime of moral turpitude, misdemeanor, or violation of this  
411 Code directly relates to the business for which the certificate is sought, the  
412 finance director shall consider:

413 a. The nature and seriousness of such violation;

414 b. The relationship between such violation and the business for which the  
415 certificate is sought;

416 c. The age of the individual at the time such violation was committed;

417 d. The length of time elapsed since such violation was committed;

- e. The number of violations committed;
- f. The circumstances surrounding such violation including, but not limited to, mitigating circumstances or social conditions; and
- g. Evidence of rehabilitation and present fitness to operate the business for which the certificate is sought or held.

(9) The business premises or business activity presents a threat to public health and safety due to the presence of dangerous conditions including, but not limited to, fire, health, and building code violations;

(10) The business or establishment is a threat or nuisance to public health, safety or welfare;

(11) The business or establishment has been found by a court of law to have been operating unlawfully;

(12) Any other violation of this chapter; or

(13) Violation of another statute, ordinance, rule, or regulation that governs the operation of the business in question.

#### **Sec 2-5013. - Appeal**

(a) The city council or its designated hearing officer shall hear timely filed appeals to decisions by the finance director to deny, suspend or revoke certificates and/or applications.

(b) Any such appeal shall be subject to de novo review and shall be scheduled within 60 days following the applicant and/or certificate holder's timely filed notice of appeal.

(c) Applicants or certificate holders shall be given written notice of the date, time, and place when the matter at issue will be heard by the city council or designated hearing officer. The applicant or certificate holder shall be afforded the opportunity to be heard and present evidence. Twenty days' notice shall be deemed reasonable.

(d) Upon close of the public hearing, the city council or hearing officer shall reach a decision on the appeal. The decision of the city council or hearing officer shall be served upon the applicant in writing and shall be final unless the applicant or certificate holder applies to the county superior court by filing a petition for writ of certiorari within 30 days of the service of such written decision.

#### **Sec 2-50014. – Certificate to be available for inspection**

The occupation tax certificate issued for any business location shall be available for inspection by the finance director upon request or during regular business hours at the licensed business location.

#### **Sec 2-50015. – Inspection of records; audit**

(a) It shall be the duty of all businesses subject to the tax and administrative fee imposed by this chapter, with the exception of those businesses and practitioners electing to proceed under Sec. 2-5004(c)(2) of this chapter, to maintain, for the three

preceding calendar years, such records as will establish gross receipts and number of employees as herein defined, including but not limited to, state income tax returns, profit and loss statements prepared on a calendar year basis, and method of allocation of revenue for businesses and practitioners maintaining locations in other counties and municipalities, if applicable. Such businesses and practitioners shall also make available for inspection by the finance director all reports submitted to the sales tax unit of the state department of revenue showing sales taking place in the state and other tax returns showing gross receipts.

(b) Lending institutions and any other organization engaged in the lending of money at interest and for a fee or commission and otherwise subject to the requirements of this article shall provide, for each lending transaction, a loan term sheet or other summary showing the amount of such loan, the interest rate thereon, and total fees, interest and commissions to be charged on such loan, assuming payment in the normal course of business.

(c) For the purpose of ascertaining the correct amount of the occupation tax liability, all records required to be maintained by any taxpayer under this article shall be open for examination and audit at any time by the finance director. If any taxpayer refuses to voluntarily furnish any of the foregoing information when requested by the finance director, the finance director may either estimate tax due based upon such information as is made available or cite taxpayer for violation of this provision and petition the city municipal court as part of the penalty for said violation to issue a subpoena to require that the taxpayer or taxpayer's representative produce any such books, accounts and records for examination.

(d) The finance director may conduct an audit by examining any relevant books, accounts and records of such business.

#### **Sec 2-50016. – Assessments**

(a) If the finance director determines that any taxpayer has failed, neglected or refused to make a return and pay all taxes due, remit the proper amount of tax due or remit taxes due pursuant to an audit, penalties and interest shall be assessed, and the finance director shall issue to the delinquent taxpayer a written notice of final determination - assessment and demand for payment, which notice shall state the full amount of taxes, penalties and interest due and shall be served personally, by certified mail or email, which assessment of deficiency amount will be due and payable within 30 days of the date that such notice is sent by the finance director.

(b) *Estimated assessment.* If the finance director is unable to audit the records of a taxpayer, either due to the taxpayer's refusal or lack of cooperation, due to time constraints or due to other reasons which the finance director may reasonably determine, the finance director shall make an estimate based upon such information as may be available and shall issue an assessment as provided herein. If a taxpayer neglects or refuses to make a return, the finance director shall make an estimate, based upon such information as may be available, of the taxes due for the period for which such taxpayer is delinquent.

#### **Sec 2-50017. – Compliance inspections; notice of violation**

- (a) The finance director may conduct inspections of any business or practitioner's establishment during normal business hours to verify compliance with this article. Upon entering an establishment, the finance director will present the business representative onsite at the time of inspection with proof of city credentials in the form of a picture identification card. The finance director will verify the business has a current business occupation tax certificate on the premises, all applicable state licenses are posted, and any other required city licenses or permits are posted or otherwise available for inspection on the premises.
- (b) If the finance director finds any violation of this article or other city law or regulation, a notice of violation or an inspection form will be issued to the onsite business representative requiring the business to correct any violation within ten days following the date of such inspection. The finance director will perform a follow-up inspection after the date in which the violation is required to be corrected. If a violation still exists at the follow-up inspection, the finance director may report the violation to code enforcement or the police department for issuance of a citation.

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**Section 3.** 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, 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 4.** All Ordinance and Resolutions 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 on the date as set forth under Sec. 3.21 of the City Charter unless provided otherwise by applicable local, state and/or federal law.

THIS ORDINANCE so adopted this \_\_\_\_\_ day of \_\_\_\_\_ 2020.

**CITY OF SOUTH FULTON, GEORGIA**

\_\_\_\_\_  
WILLIAM "BILL" EDWARDS, MAYOR

ATTEST:

\_\_\_\_\_  
S. DIANE WHITE, CITY CLERK

APPROVED AS TO FORM:

\_\_\_\_\_  
EMILIA C. WALKER, CITY ATTORNEY

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The foregoing Ordinance No. 2020-\_\_\_\_\_ was moved for approval by Councilmember  
\_\_\_\_\_. The motion was seconded by Councilmember  
\_\_\_\_\_, and being put to a vote, the result was as follows:

AYE

NAY

William "Bill" Edwards, Mayor  
Carmalitha Gumbs, Mayor Pro Tem  
Catherine Foster Rowell  
Helen Zenobia Willis  
Gertrude Naeema Gilyard  
Corey Reeves  
khalid kamau  
Mark Baker

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**GOVERNMENT OF THE CITY OF SOUTH FULTON**

**Office of the City Manager**

**WILLIAM "BILL" EDWARDS**  
MAYOR



**ODIE DONALD II**  
CITY MANAGER

**MEMORANDUM**

**TO:** Council 1st Read to Amend Title 14 Regulation and Protection of Floodplains

**DATE:** July 28, 2020

**SUBJECT:** Council 1st Read to Amend Title 14 Regulation and Protection of Floodplains

**REFERENCE:**

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**CONCLUSION:**

**BACKGROUND:**

**FISCAL IMPACT:**

**ATTACHMENTS:**

| Description                                  | Type       | Upload Date |
|----------------------------------------------|------------|-------------|
| Amend Ord Title 14 Protection of Floodplains | Cover Memo | 7/23/2020   |

1  
2 **STATE OF GEORGIA**  
3 **COUNTY OF FULTON**  
4 **CITY OF SOUTH FULTON**  
5  
6

7 **AN ORDINANCE AMENDING TITLE 14, ENVIRONMENT, OF THE CITY CODE OF**  
8 **ORDINANCES; PROVIDING FOR THE REGULATION AND PROTECTION OF**  
9 **FLOODPLAINS; ENHANCING ENVIRONMENTAL SAFETY AND FOR OTHER**  
10 **LAWFUL PURPOSES**  
11

12 **(Sponsored by Councilpersons Rowell and Gilyard)**  
13

14 **WHEREAS**, the City of South Fulton ("City") is a municipal corporation duly  
15 organized and existing under the laws of the State of Georgia;  
16

17 **WHEREAS**, the duly elected governing authority of the City is the Mayor and  
18 Council thereof ("City Council");  
19

20 **WHEREAS**, Section 1.12(b)(13) of the City Charter authorizes the City to enact  
21 environmental regulations for the safety and protection of the City;  
22

23 **WHEREAS**, the State of Georgia requires cities to adopt floodplain management  
24 and flood damage prevention regulations to become eligible to participate in the National  
25 Flood Insurance program ("NFIP");  
26

27 **WHEREAS**, this Ordinance is consistent with model Floodplain Management and  
28 Flood Damage Prevention regulations promulgated by the State of Georgia for NFIP  
29 participation;  
30

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

33 **THE COUNCIL OF THE CITY OF SOUTH FULTON HEREBY ORDAINS** as  
34 follows:  
35

36 **Section 1.** The City of South Fulton Zoning Ordinances, Section 4.24 is hereby  
37 deleted in its entirety.  
38

39 **Section 2.** The City of South Fulton Code of Ordinances, Title 14, Environment, is  
40 hereby amended by creating a new Chapter 13, Floodplain Management and Flood  
41 Damage Prevention Ordinance, which shall read as follows:  
42

43 **TITLE 14 – ENVIRONMENT**  
44

45 ...  
46

47 **CHAPTER 13. – Floodplain Management and Flood Damage Prevention Ordinance**  
48

49 **Sec. 14-13001. - Authority and Title**

Article IX, Section II of the Constitution of the State of Georgia and Section 36-1-20(a) of the Official Code of Georgia Annotated have delegated the responsibility to local governmental units to adopt regulations designed to promote the public health, safety, and general welfare of its citizenry. Therefore, the City of South Fulton, Georgia, does ordain this ordinance and establishes this set of floodplain management and flood hazard reduction provisions for the purpose of regulating the use of flood hazard areas. It is determined that the regulation of flood hazard areas and the prevention of flood damage are in the public interest and will minimize threats to public health and safety, as well as to private and public property. The provisions of this chapter shall constitute and be known as the "Floodplain Management and Flood Damage Protection Ordinance of the City of South Fulton."

#### **Sec. 14-13002. - Purpose and Intent**

The purpose of this ordinance is to protect, maintain and enhance the public health, safety, environment and general welfare and to minimize public and private losses due to flood conditions in flood hazard areas, as well as to protect the beneficial uses of floodplain areas for water quality protection, streambank and stream corridor protection, wetlands preservation, and ecological and environmental protection by provisions designed to:

- (1) Require that uses vulnerable to floods, including facilities which serve such uses, be protected against flood damage at the time of initial construction;
- (2) Restrict or prohibit uses which are dangerous to health, safety and property due to flooding or erosion hazards, or which increase flood heights, velocities, or erosion;
- (3) Control filling, grading, dredging, and other development which may increase flood damage or erosion;
- (4) Prevent or regulate the construction of flood barriers which will unnaturally divert flood waters or which may increase flood hazards to other lands;
- (5) Limit the alteration of natural floodplains, stream channels, and natural protective barriers, which are involved in the accommodation of flood waters; and
- (6) Protect the stormwater management, water quality, streambank protection, stream corridor protection, wetland preservation, and ecological functions of natural floodplain areas.

#### **Sec. 14-13003. - Applicability**

This ordinance shall be applicable to all areas of Special Flood Hazard within the jurisdiction of the City of South Fulton.

#### **Section 14-13004. - Designation of Ordinance Administrator**

The Floodplain Administrator is hereby appointed to administer and implement the provisions of this ordinance.

**Sec. 14-13005. - Basis for Establishing Areas of Special Flood Hazard, Areas of Future- Conditions Flood Hazard and Associated Floodplain Characteristics – Flood Area Maps and Studies**

For the purposes of defining and determining “Areas of Special Flood Hazard,” “Areas of Future-conditions Flood Hazard,” “Areas of Shallow Flooding,” “Base Flood Elevations,” “Floodplains,” “Floodways,” “Future-conditions Flood Elevations,” “Future- conditions Floodplains,” potential flood hazard or risk categories as shown on FIRM maps, and other terms used in this ordinance, the following documents and sources may be used for such purposes and are adopted by reference thereto:

- (1) The current effective Flood Insurance Study (FIS) and data for Fulton County, dated September 18, 2013, with accompanying maps and other supporting data and any revision thereto.
- (2) Other studies, which may be relied upon for the establishment of the base flood elevation or delineation of the base or one-percent (100-year) floodplain and flood-prone areas, including:
  - (a) Any flood or flood-related study conducted by the United States Army Corps of Engineers, the United States Geological Survey or any other local, State or Federal agency applicable to the City of South Fulton; and
  - (b) Any base flood study conducted by a licensed professional engineer which has been prepared utilizing FEMA approved methodology and approved by the City of South Fulton.
- (3) Other studies, which may be relied upon for the establishment of the future- conditions flood elevation or delineation of the future-conditions floodplain and flood-prone areas, including:
  - (a) Any flood or flood-related study conducted by the United States Army Corps of Engineers, the United States Geological Survey, or any other local, State or Federal agency applicable to the City of South Fulton; and
  - (b) Any future-conditions flood study conducted by a licensed professional engineer which has been prepared utilizing FEMA approved methodology approved by the City of South Fulton.
- (4) The repository for public inspection of the FIS, accompanying maps and other supporting data is located at the City of South Fulton Community and Regulatory Affairs Department.

**Sec. 14-13006. - Compatibility with Other Regulations**

This ordinance is not intended to modify or repeal any other ordinance, rule, regulation, statute, easement, covenant, deed restriction or other provision of law. The requirements of this ordinance are in addition to the requirements of any other ordinance, rule, regulation or other provision of law, and where any provision of this ordinance imposes restrictions

different from those imposed by any other ordinance, rule, regulation or other provision of law, whichever provision is more restrictive or imposes higher protective standards for human health or the environment shall control.

#### **Sec. 14-13007.- Warning and Disclaimer of Liability**

The degree of flood protection required by this ordinance is considered reasonable for regulatory purposes and is based on scientific and engineering considerations. Larger floods can and will occur; flood heights may be increased by manmade or natural causes. This ordinance does not imply that land outside the Areas of Special Flood Hazard or uses permitted within such areas will be free from flooding or flood damages. This ordinance shall not create liability on the part of The City of South Fulton or any officer or employee thereof for any flood damages that result from reliance on this ordinance or any administrative decision lawfully made thereunder.

#### **Sec. 14-13008.- Definitions**

**"Addition"** means any walled and roofed expansion to the perimeter or height of a building.

**"Adjacent"** means those areas located within 200 horizontal feet (or greater as determined by the Floodplain Administrator) from the future-conditions floodplain boundary that are at or lower in elevation than either three (3) feet above the base flood elevation or one (1) foot above the future-conditions flood elevation, whichever is higher, unless the area is hydraulically independent (meaning absolutely no connection to the flooding source such as through pipes, sewer laterals, down drains, foundation drains, ground seepage, overland flow, gated or valved pipes, excavated and backfilled trenches, etc. with no fill or other manmade barriers creating the separation.).

**"Appeal"** means a request for a review of the Floodplain Administrator's interpretation of any provision of this ordinance.

**"Area of Future-conditions Flood Hazard"** means the land area that would be inundated by the one-percent-annual-chance flood based on future-conditions hydrology (100-year future- conditions flood).

**"Area of Shallow Flooding"** means a designated AO or AH Zone on a community's Flood Insurance Rate Map (FIRM) with a one percent or greater chance of flooding to an average depth of one to three feet where a clearly defined channel does not exist, where the path of flooding is unpredictable and indeterminate, and where velocity flow may be evident. Such flooding is characterized by ponding or sheet flow.

**"Area of Special Flood Hazard"** means the land area subject to a one percent or greater chance of flooding in any given year. This includes all floodplain and flood prone areas at or below the base flood elevation designated as Zones A, A1-30, A-99, AE, AO, AH, and AR on a community's Flood Insurance Rate Map (FIRM).

**"Accessory Structure or Facility"** means a structure which is on the same parcel of property as the principal structure and the use of which is incidental to the use of the

primary structure.

**"Base Flood"** means the flood having a one percent chance of being equaled or exceeded in any given year, also known as the 100-year flood.

**"Base Flood Elevation"** means the highest water surface elevation anticipated at any given location during the base flood.

**"Basement"** means any area of a building having its floor subgrade below ground level on all sides.

**"Building"** has the same meaning as **"Structure"**.

**"Development"** means any man-made change to improved or unimproved real estate including but not limited to buildings or other structures, mining, dredging, filling, clearing, grubbing, grading, paving, any other installation of impervious cover, excavation or drilling operations or storage of equipment or materials.

**"Elevated Building"** means a non-basement building which has its lowest elevated floor raised above the ground level by foundation walls, shear walls, posts, piers, pilings, or columns.

**"Existing Construction"** Any structure for which the "start of construction" commenced before November 20, 1970.

**"Existing Manufactured Home Park or Subdivision"** means a manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including, at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed before November 20, 1970.

**"Expansion to an Existing Manufactured Home Park or Subdivision"** means the preparation of additional sites by the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads).

**"FEMA"** means the Federal Emergency Management Agency.

**"Flood" or "Flooding"** means a general and temporary condition of partial or complete inundation of normally dry land areas from:

- (a) the overflow of inland or tidal waters; or
- (b) the unusual and rapid accumulation or runoff of surface waters from any source.

**"Flood Insurance Rate Map" or "FIRM"** means an official map of a community, issued by FEMA, delineating the areas of special flood hazard and/or risk premium zones applicable to the community.

**"Flood Insurance Study" or "FIS"** means the official report by FEMA providing an



examination, evaluation and determination of flood hazards and corresponding flood profiles and water surface elevations of the base flood.

**"Floodplain" or "Flood-prone Area"** means any land area susceptible to flooding.

**"Floodproofing"** means any combination of structural and non-structural additions, changes, or adjustments to structures which reduce or eliminate flood damage to real estate or improved real property, water and sanitary facilities, structures and their contents.

**"Floodway" or "Regulatory Floodway"** means the channel of a stream, river, or other watercourse and the adjacent areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than a designated height.

**"Functionally Dependent Use"** means a use which cannot perform its intended purpose unless it is located or carried out in close proximity to water. The term includes only docking facilities, port facilities that are necessary for the loading and unloading of cargo or passengers, and ship building and ship repair facilities, but does not include long-term storage or related manufacturing facilities.

**"Future-conditions Flood"** means the flood having a one percent chance of being equaled or exceeded in any given year based on future-conditions hydrology. Also known as the 100-year future-conditions flood.

**"Future-conditions Flood Elevation"** means the highest water surface elevation anticipated at any given location during the future-conditions flood.

**"Future-conditions Floodplain"** means any land area susceptible to flooding by the future-conditions flood.

**"Future-conditions Hydrology"** means the flood discharges associated with projected land-use conditions based on a community's zoning maps, comprehensive land-use plans, and/or watershed study projections, and without consideration of projected future construction of stormwater management (flood detention) structures or projected future hydraulic modifications within a stream or other waterway, such as bridge and culvert construction, fill, and excavation.

**"Highest Adjacent Grade"** means the highest natural elevation of the ground surface prior to construction next to the proposed walls of a structure.

**"Historic Structure"** means any structure that is:

- (a) Listed individually in the National Register of Historic Places (a listing maintained by the U.S. Department of Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register;
- (b) Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district;
- (c) Individually listed on a state inventory of historic places by states with historic preservation programs which have been approved by the Secretary of the Interior;

or  
(d) Individually listed on a local inventory of historic places by communities with historic preservation programs that have been certified either:

1. By an approved state program as determined by the Secretary of the Interior, or
2. Directly by the Secretary of the Interior in states without approved programs.

**"Lowest Floor"** means the lowest floor of the lowest enclosed area, including basement. An unfinished or flood resistant enclosure, usable solely for parking of vehicles, building access or storage in an area other than a basement area, is not considered a building's lowest floor, provided that such enclosure is not built so as to render the structure in violation of other provisions of this ordinance.

**"Manufactured Home"** means a structure, transportable in one or more sections, which is built on a permanent chassis and is designed to be used with or without a permanent foundation when attached to the required utilities. The term includes any structure commonly referred to as a "mobile home" regardless of the date of manufacture. The term also includes parked trailers, travel trailers and similar transportable structures placed on a site for 180 consecutive days or longer and intended to be improved property. The term does not include a "recreational vehicle."

**"Mean Sea Level"** means the datum to which base flood elevations shown on a community's Flood Insurance Rate Map (FIRM) are referenced. For purposes of this ordinance the term is synonymous with National Geodetic Vertical Datum (NGVD) of 1929 or the North American Vertical Datum (NAVD) of 1988.

**"New Construction"** means any structure (see definition) for which the "start of construction" commenced on or after November 20, 1970 and includes any subsequent improvements to the structure.

**"New Manufactured Home Park or Subdivision"** means a manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed on or after November 20, 1970.

**"Owner"** means the legal or beneficial owner of a site, including but not limited to, a mortgagee or vendee in possession, receiver, executor, trustee, lessee or other person, firm or corporation in control of the site.

**"Permit"** means the permit issued by the City of South Fulton to the applicant which is required prior to undertaking any development activity.

**"Recreational Vehicle"** means a vehicle which is:

- (a) Built on a single chassis;
- (b) 400 square feet or less when measured at the largest horizontal projection;
- (c) Designed to be self-propelled or permanently towable by light duty truck; and
- (d) Designed primarily not for use as a permanent dwelling but as temporary living quarters

for recreational, camping, travel, or seasonal use.

**"Repetitive Loss"** means flood related damage sustained by a structure on two separate occasions during a 10-year period for which the cost of repairs at the time of each such flood event, on the average, equals or exceeds 25 percent of the market value of the structure before the damage occurred.

**"Site"** means the parcel of land being developed, or the portion thereof on which the development project is located.

**"Start of Construction"** includes substantial improvement, and means the date the permit was issued, provided the actual start of construction, repair, reconstruction, rehabilitation, addition placement, or other improvement was within 180 days of the permit date. The actual start means either the first placement of permanent construction of the structure on a site, such as the pouring of slabs or footings, the installation of piles, the construction of columns, or any work beyond the stage of excavation; or the placement of a manufactured home on a foundation. Permanent construction does not include initial land preparation, such as clearing, grading and filling; nor does it include the installation of streets and/or walkways; nor does it include excavation for a basement, footings, piers or foundations or the erection of temporary forms; nor does it include the installation on the property of accessory buildings, such as garages or sheds not occupied as dwelling units or part of the main structure. For a substantial improvement, the actual start of construction means the first alteration of any wall, ceiling, floor, or other structural part of a building, whether or not that alteration affects the external dimensions of the building.

**"Structure"** means a walled and roofed building (including a gas or liquid storage tank), that is principally above ground, or a manufactured home.

**"Subdivision"** means the division of a tract or parcel of land resulting in one or more new lots or building sites for the purpose, whether immediately or in the future, of sale, other transfer of ownership or land development, and includes divisions of land resulting from or made in connection with the layout or development of a new street or roadway or a change in an existing street or roadway.

**"Substantial Damage"** means damage of any origin sustained by a structure whereby the cost of restoring the structure to it's before damaged condition would equal or exceed 50 percent of the market value of the structure before the damage occurred. This term also includes Repetitive Loss.

**"Substantial Improvement"** means any reconstruction, rehabilitation, addition, or other improvement to a structure, taking place during a 10-year period, in which the cumulative cost equals or exceeds 50 percent of the market value of the structure prior to the improvement. The market value of the building means (1) the appraised value of the structure prior to the start of the initial repair or improvement, or (2) in the case of damage, the value of the structure prior to the damage occurring. This term includes structures which have incurred "substantial damage," regardless of the actual repair work performed. The term does not, however, include those improvements of a structure required to comply with existing state or local health, sanitary, or safety code specifications which are the minimum necessary to assure safe living conditions, which have been identified by the Code Enforcement Official. The term does also not include any alteration of a historic

structure, provided that the alteration will not preclude the structure's continued designation as a historic structure.

**"Substantially Improved Existing Manufactured Home Park or Subdivision"** means the repair, reconstruction, rehabilitation or improvement of the streets, utilities and pads equals or exceeds 50 percent of the value of the streets, utilities and pads before the repair, reconstruction or improvement commenced.

**"Variance"** means a grant of relief from the requirements of this ordinance.

**"Violation"** means the failure of a structure or other development to be fully compliant with the requirements of this ordinance. A structure or other development without the elevation certificate, other certifications, or other evidence of compliance required in this ordinance is presumed to be in violation until such time as that documentation is provided.

#### **Sec. 14-13009. - Permit Application Requirements**

No owner or developer shall perform any development activities on a site where an Area of Special Flood Hazard or Area of Future-conditions Flood Hazard is located without first meeting the requirements of this ordinance prior to commencing the proposed activity. Unless specifically excluded by this ordinance, any landowner or developer desiring a permit for a development activity shall submit to the City of South Fulton a permit application on a form provided by the City of South Fulton for that purpose. No permit will be approved for any development activities that do not meet the requirements, restrictions and criteria of this ordinance.

#### **Sec. 14-13010. - Floodplain Management Plan Requirements**

An application for a development project with any Area of Special Flood Hazard or Area of Future-conditions Flood Hazard located on the site shall include a floodplain management / flood damage prevention plan. This plan shall include the following items:

- (1) Site plan drawn to scale, which includes but is not limited to:
  - (a) Existing and proposed elevations of the area in question and the nature, location and dimensions of existing and/or proposed structures, earthen fill placement, amount and location of excavation material, and storage of materials or equipment;
  - (b) For all proposed structures, spot ground elevations at building corners and 20- foot or smaller intervals along the foundation footprint, or one foot contour elevations throughout the building site;
  - (c) Proposed locations of water supply, sanitary sewer, and utilities;
  - (d) Proposed locations of drainage and stormwater management facilities;
  - (e) Proposed grading plan;
  - (f) Base flood elevations and future-conditions flood elevations;
  - (g) Boundaries of the base flood floodplain and future-conditions floodplain;
  - (h) If applicable, the location of the floodway; and
  - (i) Certification of the above by a licensed professional engineer or surveyor.
- (2) Building and foundation design detail, including but not limited to:

- (a) Elevation in relation to mean sea level (or highest adjacent grade) of the lowest floor, including basement, of all proposed structures;
- (b) Elevation in relation to mean sea level to which any non-residential structure will be floodproofed;
- (c) Certification that any proposed non-residential floodproofed structure meets the criteria in Section 14-13020(2);
- (d) For enclosures below the base flood elevation, location and total net area of flood openings as required in Section 14-13019(5); and
- (e) Design plans certified by a licensed professional engineer or architect for all proposed structure(s).

(3) Description of the extent to which any watercourse will be altered or relocated as a result of the proposed development;

(4) Hard copies and digital files of computer models, if any, copies of work maps, comparison of pre- and post-development conditions base flood elevations, future-conditions flood elevations, flood protection elevations, Special Flood Hazard Areas and regulatory floodways, flood profiles and all other computations and other information similar to that presented in the FIS;

(5) Copies of all applicable State and Federal permits necessary for proposed development, including but not limited to permits required by Section 404 of the Federal Water Pollution Control Act, Amendments of 1972, 33 U.S.C. 1334; and

(6) All appropriate certifications required under this ordinance.

The approved floodplain management / flood damage prevention plan shall contain certification by the applicant that all development activities will be done according to the plan or previously approved revisions. Any and all development permits and/or use and occupancy certificates or permits may be revoked at any time if the construction and development activities are not in strict accordance with approved plans.

#### **Sec. 14-13011. - Construction Stage Submittal Requirements**

For all new construction and substantial improvements on sites with a floodplain management / flood damage prevention plan, the permit holder shall provide to the Floodplain Administrator a certified as-built Elevation Certificate or Floodproofing Certificate for non-residential construction including the lowest floor elevation or floodproofing level immediately after the lowest floor or floodproofing is completed. A final Elevation Certificate shall be provided after completion of construction including final grading of the site. Any lowest floor certification made relative to mean sea level shall be prepared by or under the direct supervision of a licensed land surveyor or professional engineer and certified by same. When floodproofing is utilized for non-residential structures, said certification shall be prepared by or under the direct supervision of a licensed professional engineer or architect and certified by same using the FEMA Floodproofing Certificate. This certification shall also include the design and operation/maintenance plan to assure continued viability of the floodproofing measures.

Any work undertaken prior to approval of these certifications shall be at the permit holder's risk. The Floodplain Administrator shall review the above referenced certification data submitted. Deficiencies detected by such review shall be corrected by the permit holder immediately and prior to further work being allowed to proceed.

Failure to submit certification or failure to make the corrections required hereby shall be cause to issue a stop work order for the project.

#### **Sec. 14-13012. - Duties and Responsibilities of the Administrator**

Duties of the Floodplain Administrator shall include, but shall not be limited to:

- (1) Review all development applications and permits to assure that the requirements of this ordinance have been satisfied and to determine whether proposed building sites will be reasonably safe from flooding;
- (2) Review proposed development to assure that all necessary permits have been received from those governmental agencies from which approval is required by Federal or State law, including but not limited to Section 404 of the Federal Water Pollution Control Act, Amendments of 1972, 33 U.S.C. 1334;
- (3) When Base Flood Elevation data or floodway data have not been provided, then the Floodplain Administrator shall require the applicant to obtain, review and reasonably utilize any base flood elevation and floodway data available from a Federal, state or other sources in order to meet the provisions of Sections 4 and 5;
- (4) Review and record the actual elevation in relation to mean sea level (or highest adjacent grade) of the lowest floor, including basement, of all new and substantially improved structures;
- (5) Review and record the actual elevation, in relation to mean sea level to which any new and substantially improved structures have been floodproofed;
- (6) When floodproofing is utilized for a non-residential structure, the Floodplain Administrator shall review the design and operation/maintenance plan and obtain certification from a licensed professional engineer or architect;
- (7) Notify affected adjacent communities and the Georgia Department of Natural Resources (GA DNR) prior to any alteration or relocation of a watercourse and submit evidence of such notification to the Federal Emergency Management Agency (FEMA);
- (8) Where interpretation is needed as to the exact location of boundaries of the Areas of Special Flood Hazard (e.g. where there appears to be a conflict between a mapped boundary and actual field conditions) the Floodplain Administrator shall make the necessary interpretation. Any person contesting the location of the boundary shall be given a reasonable opportunity to appeal the interpretation as provided in this ordinance. Where floodplain elevations have been defined, the floodplain shall be determined based on flood elevations rather than the area graphically delineated on the floodplain maps;

- 538
- 539 (9) All records pertaining to the provisions of this ordinance shall be maintained in the
- 540 office of the Floodplain Administrator and shall be open for public inspection;
- 541
- 542 (10) Coordinate all FIRM revisions with the GA DNR and FEMA; and
- 543
- 544 (11) Review variance applications and make recommendations to the Zoning Board of
- 545 Appeals in accordance with procedures established for Primary Variance Requests
- 546 in the City zoning regulations.
- 547

548 **Sec. 14-13013. - Definition of Floodplain Boundaries**

549

- 550 (1) Studied "A" zones, as identified in the FIS, shall be used to establish base flood
- 551 elevations whenever available.
- 552
- 553 (2) For all streams with a drainage area of 100 acres or greater, the future-conditions
- 554 flood elevations shall be provided by the City of South Fulton. If future- conditions
- 555 elevation data is not available from the City of South Fulton, then it shall be
- 556 determined by a licensed professional engineer using a method approved by FEMA
- 557 and the City of South Fulton.
- 558

559 **Sec. 14-13014. - Definition of Floodway Boundaries**

560

561 The width of a floodway shall be determined from the FIS or FEMA approved flood study.

562 For all streams with a drainage area of 100 acres or greater, the regulatory floodway shall

563 be provided by the City of South Fulton. If floodway data is not available from the City of

564 South Fulton, it shall be determined by a licensed professional engineer using a method

565 approved by FEMA and the City of South Fulton.

566

567 **Sec. 14-13015. - General Standards**

568

- 569 (1) No development shall be allowed within any Area of Special Flood Hazard or Area
- 570 of Future-conditions Flood Hazard that could result in any of the following:
- 571
- 572 (a) Raising the base flood elevation or future-conditions flood elevation equal to
- 573 or more than 0.01 foot;
- 574 (b) Reducing the base flood or future-conditions flood storage capacity;
- 575 (c) Changing the flow characteristics as to the depth and velocity of the waters
- 576 of the base flood or future-conditions flood as they pass both the upstream and the
- 577 downstream boundaries of the development area; or
- 578 (d) Creating hazardous or erosion-producing velocities, or resulting in excessive
- 579 sedimentation.
- 580
- 581 (2) Any development within any Area of Special Flood Hazard or Area of Future-
- 582 conditions Flood Hazard allowed under Section 14-13015(1) shall also meet the
- 583 following conditions:
- 584
- 585 (a) Compensation for storage capacity shall occur between the average ground
- 586 water table elevation and the base flood elevation for the base flood, and between

the average ground water table elevation and the future-condition flood elevation for the future-conditions flood, and lie either within the boundaries of ownership of the property being developed and shall be within the immediate vicinity of the location of the encroachment. Acceptable means of providing required compensation include lowering of natural ground elevations within the floodplain, or lowering of adjoining land areas to create additional floodplain storage. In no case shall any required compensation be provided via bottom storage or by excavating below the elevation of the natural (pre-development) stream channel unless such excavation results from the widening or relocation of the stream channel;

(b) Cut areas shall be stabilized and graded to a slope of no less than 2.0 percent;

(c) Effective transitions shall be provided such that flow velocities occurring on both upstream and downstream properties are not increased or decreased;

(d) Verification of no-rise conditions (less than 0.01 foot), flood storage volumes, and flow characteristics shall be provided via a step-backwater analysis meeting the requirements of Section 14-13016;

(e) Public utilities and facilities, such as water, sanitary sewer, gas, and electrical systems, shall be located and constructed to minimize or eliminate infiltration or contamination from flood waters; and

(f) Any significant physical changes to the base flood floodplain shall be submitted as a Conditional Letter of Map Revision (CLOMR) or Conditional Letter of Map Amendment (CLOMA), whichever is applicable. The CLOMR submittal shall be subject to approval by the City of South Fulton using the FEMA Community Concurrence forms before forwarding the submittal package to FEMA for final approval. The responsibility for forwarding the CLOMR to FEMA and for obtaining the CLOMR approval shall be the responsibility of the applicant. Within six months of the completion of development, the applicant shall submit as-built surveys and plans for a final Letter of Map Revision (LOMR).

#### **Sec. 14-13016. - Engineering Study Requirements for Floodplain Encroachments**

An engineering study is required, as appropriate to the proposed development activities on the site, whenever a development proposes to disturb any land within the future-conditions floodplain, except for a residential single-lot development on streams without established base flood elevations and floodways. This study shall be prepared by a licensed professional engineer and made a part of the application for a permit. This information shall be submitted to and approved by the City of South Fulton prior to the approval of any permit which would authorize the disturbance of land located within the future-conditions floodplain. Such study shall include:

- (1) Description of the extent to which any watercourse or floodplain will be altered or relocated as a result of the proposed development;
- (2) Step-backwater analysis, using a FEMA-approved methodology approved by the City of South Fulton. Cross-sections (which may be supplemented by the applicant) and flow information will be obtained whenever available. Computations will be shown duplicating FIS results and will then be rerun with the proposed modifications to determine the new base flood profiles, and future- conditions flood profiles;
- (3) Floodplain storage calculations based on cross-sections (at least one every 100 feet) showing existing and proposed floodplain conditions to show that base flood



floodplain and future-conditions floodplain storage capacity would not be diminished by the development;

- (4) The study shall include a preliminary plat, grading plan, or site plan, as appropriate, which shall clearly define all future-conditions floodplain encroachments.

#### **Sec. 14-13017. - Floodway Encroachments**

Located within Areas of Special Flood Hazard are areas designated as floodway. A floodway may be an extremely hazardous area due to velocity flood waters, debris or erosion potential. In addition, floodways must remain free of encroachment in order to allow for the discharge of the base flood without increased flood heights. Therefore, the following provisions shall apply:

- (1) Encroachments are prohibited, including earthen fill, new construction, substantial improvements or other development within the regulatory floodway, except for activities specifically allowed in (2) below.
- (2) Encroachments for bridges, culverts, roadways and utilities within the regulatory floodway may be permitted provided it is demonstrated through hydrologic and hydraulic analyses performed in accordance with standard engineering practice that the encroachment will not result in any increase to the pre-project base flood elevations, floodway elevations, or floodway widths during the base flood discharge. A licensed professional engineer must provide supporting technical data and certification thereof; and
- (3) If the applicant proposes to revise the floodway boundaries, no permit authorizing the encroachment into or an alteration of the floodway shall be issued by the City of South Fulton until an affirmative Conditional Letter of Map Revision (CLOMR) is issued by FEMA or a no-rise certification is approved by the City of South Fulton.

#### **Sec. 14-13018. - Maintenance Requirements**

The property owner shall be responsible for continuing maintenance as may be needed within an altered or relocated portion of a floodplain on the property so that the flood-carrying or flood storage capacity is maintained. The City of South Fulton may direct the property owner (at no cost to the City of South Fulton) to restore the flood-carrying or flood storage capacity of the floodplain if the owner has not performed maintenance as required by the approved floodplain management plan on file with the City of South Fulton.

#### **Sec. 14-13019. - Provisions for Flood Damage Reduction**

In all Areas of Special Flood Hazard and Areas of Future-conditions Flood Hazard the following provisions apply:

- (1) New construction and substantial improvements of structures (residential or non-residential), including manufactured homes, shall not be allowed within the limits of the future-conditions floodplain, unless all requirements of Sections 14-13015, 14-

13016, and 14-13017 have been met;

- (2) New construction and substantial improvements shall be anchored to prevent flotation, collapse and lateral movement of the structure;
- (3) New construction and substantial improvements shall be constructed with materials and utility equipment resistant to flood damage;
- (4) New construction and substantial improvements shall be constructed by methods and practices that minimize flood damage;
- (5) Elevated Buildings - All new construction and substantial improvements that include any fully enclosed area located below the lowest floor formed by foundation and other exterior walls shall be designed so as to be an unfinished or flood resistant enclosure. The enclosure shall be designed to equalize hydrostatic flood forces on exterior walls by allowing for the automatic entry and exit of floodwater.
  - (a) Designs for complying with this requirement must either be certified by a licensed professional engineer or architect to meet or exceed the following minimum criteria:
    - (i) Provide a minimum of two openings having a total net area of not less than one square inch for every square foot of enclosed area subject to flooding;
    - (ii) The bottom of all openings shall be no higher than one foot above grade; and
    - (iii) Openings may be equipped with screens, louvers, valves or other coverings or devices provided they permit the automatic flow of floodwater in both directions.
  - (b) So as not to violate the "Lowest Floor" criteria of this ordinance, the unfinished and flood resistant enclosure shall solely be used for parking of vehicles, limited storage of maintenance equipment used in connection with the premises, or entry to the elevated area; and
  - (c) The interior portion of such enclosed area shall not be finished or partitioned into separate rooms.
- (6) All heating and air conditioning equipment and components (including ductwork), all electrical, ventilation, plumbing, and other service facilities shall be designed and/or located three (3) feet above the base flood elevation or one (1) foot above the future-conditions flood elevation, whichever is higher, so as to prevent water from entering or accumulating within the components during conditions of flooding;
- (7) Manufactured homes shall be anchored to prevent flotation, collapse, and lateral movement. Methods of anchoring may include, but are not limited to, use of over-the-top or frame ties to ground anchors. This standard shall be in addition to and consistent with applicable State requirements for resisting wind forces;
- (8) All proposed development shall include adequate drainage and stormwater management facilities per the requirements of the City of South Fulton to reduce exposure to flood hazards;

- (9) New and replacement water supply systems shall be designed to minimize or eliminate infiltration of flood waters into the system;
- (10) New and replacement sanitary sewage systems shall be designed to minimize or eliminate infiltration of flood waters into the systems and discharges from the systems into flood waters;
- (11) On-site waste disposal systems shall be located and constructed to avoid impairment to, or contamination from, such systems during flooding;
- (12) Other public utilities such as gas and electric systems shall be located and constructed to avoid impairment to them, or public safety hazards from them, during flooding;
- (13) Any alteration, repair, reconstruction or improvement to a structure which is not compliant with the provisions of this ordinance, shall be undertaken only if the non-conformity is not furthered, extended or replaced;
- (14) If the proposed development is located in multiple flood zones, or multiple base flood elevations cross the proposed site, the higher or more restrictive base flood elevation or future condition elevation and development standards shall take precedence;
- (15) When only a portion of a proposed structure is located within a flood zone or the future conditions floodplain, the entire structure shall meet the requirements of this ordinance; and
- (16) Subdivision proposals and other proposed new development, including manufactured home parks or subdivisions, shall be reasonably safe from flooding:
- (a) All such proposals shall be consistent with the need to minimize flood damage within the flood-prone area;
  - (b) All public utilities and facilities, such as sewer, gas, electrical, and water systems shall be located and constructed to minimize or eliminate flood damage; and
  - (c) Adequate drainage shall be provided to reduce exposure to flood hazards.

**Sec. 14-13020. - Building Standards for Structures and Buildings Within the Future-Conditions Floodplain**

(1) Residential Buildings

- (a) New construction. New construction of principal residential structures shall not be allowed within the limits of the future-conditions floodplain unless all requirements of Sections 14-13015, 14-13016, and 14-13017 have been met. If all of the requirements of Sections 14-13015, 14-13016, and 14-13017 have been met, all new construction shall have the lowest floor, including basement, elevated no lower than three (3) feet above the base flood elevation or one (1) foot above the future-conditions flood elevation, whichever is higher. Should solid foundation perimeter walls be used to elevate the structure, openings sufficient to automatically

equalize the hydrostatic flood forces on exterior walls shall be provided in accordance with standards of Section 14-13019(5)(a).

(b) Substantial Improvements. Substantial improvement of any principal residential structure shall have the lowest floor, including basement, elevated no lower than three (3) feet above the base flood elevation or one (1) foot above the future-conditions flood elevation, whichever is higher. Should solid foundation perimeter walls be used to elevate a structure, openings sufficient to automatically equalize the hydrostatic flood forces on exterior walls shall be provided in accordance with standards of Section 14-13019(5)(a).

(2) Non-Residential Buildings

(a) New construction. New construction of principal non-residential structures shall not be allowed within the limits of the future-conditions floodplain unless all requirements of Sections 14-13015, 14-13016, and 14-13017 have been met. If all of the requirements of Sections 14-13015, 14-13016, and 14-13017 have been met, all new construction shall have the lowest floor, including basement, elevated no lower than one (1) foot above the base flood elevation or at least as high as the future-conditions flood elevation, whichever is higher. Should solid foundation perimeter walls be used to elevate the structure, openings sufficient to automatically equalize the hydrostatic flood forces on exterior walls shall be provided in accordance with standards of Section 14-13019(5)(a). New construction that has met all of the requirements of Sections 14-13015, 14-13016, and 14-13017 may be floodproofed in lieu of elevation. The structure, together with attendant utility and sanitary facilities, must be designed to be watertight to one (1) foot above the base flood elevation, or at least as high as the future-conditions flood elevation, whichever is higher, with walls substantially impermeable to the passage of water and structural components having the capability of resisting hydrostatic and hydrodynamic loads and the effect of buoyancy. A licensed professional engineer or architect shall certify that the design and methods of construction are in accordance with accepted standards of practice for meeting the provisions above, and shall provide such certification to the City of South Fulton using the FEMA Floodproofing Certificate along with the design and operation/maintenance plan.

(b) Substantial Improvements. Substantial improvement of any principal non-residential structure located in A1- 30, AE, or AH zones, may be authorized by the Floodplain Administrator to be elevated or floodproofed. Substantial improvements shall have the lowest floor, including basement, elevated no lower than one (1) foot above the base flood elevation or at least as high as the future-conditions flood elevation, whichever is higher. Should solid foundation perimeter walls be used to elevate the structure, openings sufficient to automatically equalize the hydrostatic flood forces on exterior walls shall be provided in accordance with standards of Section 14-13019(5)(a). Substantial improvements may be floodproofed in lieu of elevation. The structure, together with attendant utility and sanitary facilities, must be designed to be watertight to one (1) foot above the base flood elevation, or at least as high as the future-conditions flood elevation, whichever is higher, with walls substantially impermeable to the passage of water and structural components having the capability of resisting hydrostatic and hydrodynamic loads and the effect of buoyancy. A licensed professional engineer or architect shall certify that the design

and methods of construction are in accordance with accepted standards of practice for meeting the provisions above, and shall provide such certification to the City of South Fulton using the FEMA Floodproofing Certificate along with the design and operation/maintenance plan.

(3) Accessory Structures and Facilities

Accessory structures and facilities (i.e., barns, sheds, gazebos, detached garages, recreational facilities and other similar non-habitable structures and facilities) which meet the requirements of Sections 14-13015, 14-13016, and 14-13017 and are permitted to be located within the limits of the future-conditions floodplain shall be constructed of flood-resistant materials and designed to provide adequate flood openings in accordance with Section 14-13019(5)(a) and be anchored to prevent flotation, collapse and lateral movement of the structure.

(4) Standards for Recreational Vehicles

All recreational vehicles placed on sites must either:

(a) Be on the site for fewer than 180 consecutive days and be fully licensed and ready for highway use (a recreational vehicle is ready for highway use if it is licensed, on its wheels or jacking system, attached to the site only by quick disconnect type utilities and security devices, and has no permanently attached structures or additions); or

(b) Meet all the requirements for Residential Buildings—Substantial Improvements (Section 14-13020(1)), including the anchoring and elevation requirements.

(5) Standards for Manufactured Homes

(a) New manufactured homes shall not be allowed to be placed within the limits of the future-conditions floodplain unless all requirements of Sections 14-13015, 14-13016, and 14-13017 have been met. If all of the requirements of Sections 14-13015, 14-13016, and 14-13017 have been met, all new construction and substantial improvement shall have the lowest floor, including basement, elevated no lower than three (3) feet above the base flood elevation or one (1) foot above the future-conditions flood elevation, whichever is higher. Should solid foundation perimeter walls be used to elevate the structure, openings sufficient to automatically equalize the hydrostatic flood forces on exterior walls shall be provided in accordance with standards of Section 14-13019(5)(a).

(b) Manufactured homes placed and/or substantially improved in an existing manufactured home park or subdivision shall be elevated so that either:

(i) The lowest floor of the manufactured home is elevated no lower than three (3) feet above the level of the base flood elevation, or one (1) foot above the future-conditions flood elevation, whichever is higher; or

(ii) The manufactured home chassis is elevated and supported by reinforced piers (or other foundation elements of at least an equivalent strength) of no less than 36 inches in height above grade.

(c) All manufactured homes must be securely anchored to an adequately anchored foundation system to resist flotation, collapse and lateral movement in accordance with standards of Section 14-13019(7).

**Sec. 14-13021 Building Standards for Structures and Buildings Authorized Adjacent to the Future-Conditions Floodplain**

- (1) Residential Buildings – For new construction and substantial improvement of any principal residential building or manufactured home, the elevation of the lowest floor, including basement and access to the building, shall be at least three (3) feet above the base flood elevation or one (1) foot above the future-conditions flood elevation, whichever is higher. Should solid foundation perimeter walls be used to elevate the structure, openings sufficient to automatically equalize the hydrostatic flood forces on exterior walls shall be provided in accordance with standards of Section 14-13019(5)(a).
- (2) Non-Residential Buildings – For new construction and substantial improvement of any principal non-residential building, the elevation of the lowest floor, including basement and access to the building, shall be at least one (1) foot above the level of the base flood elevation or at least as high as the future-conditions flood elevation, whichever is higher. Should solid foundation perimeter walls be used to elevate the structure, openings sufficient to automatically equalize the hydrostatic flood forces on exterior walls shall be provided in accordance with standards of Section 14-13019(5)(a). Non-residential buildings may be floodproofed in lieu of elevation.

**Sec. 14-13022. - Building Standards for Residential Single-Lot Developments on Streams Without Established Base Flood Elevations and Floodway (A-Zones)**

For a residential single-lot development not part of a subdivision that has Areas of Special Flood Hazard, where streams exist but no base flood data have been provided (A- Zones), the Floodplain Administrator shall review and reasonably utilize any available scientific or historic flood elevation data, base flood elevation and floodway data, or future-conditions flood elevation data available from a Federal, State, local or other source, in order to administer the provisions and standards of this ordinance.

If data are not available from any of these sources, the following provisions shall apply:

- (1) No encroachments, including structures or fill material, shall be located within an area equal to twice the width of the stream or fifty (50) feet from the top of the bank of the stream, whichever is greater.
- (2) In special flood hazard areas without base flood or future-conditions flood elevation data, new construction and substantial improvements shall have the lowest floor of the lowest enclosed area (including basement) elevated no less than three (3) feet above the highest adjacent grade at the building site. Flood openings sufficient to facilitate automatic equalization of hydrostatic flood forces shall be provided for flood prone enclosures in accordance with Section 14-13019(5)(a).

**Sec. 14-13023. - Building Standards for Areas of Shallow Flooding (AO-Zones)**

Areas of Special Flood Hazard may include designated "AO" shallow flooding areas. These areas have base flood depths of one (1) to three (3) feet above ground, with no clearly defined channel. In these areas the following provisions apply:

- 927
- 928 (1) All new construction and substantial improvements of residential and non-
- 929 residential structures shall have the lowest floor, including basement, elevated to no
- 930 lower than one (1) foot above the flood depth number in feet specified on the Flood
- 931 Insurance Rate Map (FIRM), above the highest adjacent grade. If no flood depth
- 932 number is specified, the lowest floor, including basement, shall be elevated at least
- 933 three (3) feet above the highest adjacent grade. Flood openings sufficient to facilitate
- 934 automatic equalization of hydrostatic flood forces shall be provided in accordance
- 935 with standards of Section 14-13019(5)(a);
- 936
- 937 (2) New construction and substantial improvement of a non-residential structure may be
- 938 floodproofed in lieu of elevation. The structure, together with attendant utility and
- 939 sanitary facilities, must be designed to be water tight to the specified FIRM flood
- 940 level plus one (1) foot above the highest adjacent grade, with walls substantially
- 941 impermeable to the passage of water, and structural components having the
- 942 capability of resisting hydrostatic and hydrodynamic loads and the effect of
- 943 buoyancy. A licensed professional engineer or architect shall certify that the design
- 944 and methods of construction are in accordance with accepted standards of practice,
- 945 and shall provide such certification to the Floodplain Administrator using the FEMA
- 946 Floodproofing Certificate along with the design and operation/maintenance plan; and
- 947
- 948 (3) Drainage paths shall be provided to guide floodwater around and away from any
- 949 proposed structure.
- 950

951 **Sec. 14-13024. - Standards for Subdivisions of Land**

952

- 953 (1) All subdivision proposals shall identify the Areas of Special Flood Hazard and Areas
- 954 of Future-conditions Flood Hazard therein and provide base flood elevation data
- 955 and future-conditions flood elevation data;
- 956
- 957 (2) All residential lots in a subdivision proposal shall have sufficient buildable area
- 958 outside of the future-conditions floodplain such that encroachments into the future-
- 959 conditions floodplain for residential structures will not be required; and
- 960
- 961 (3) All subdivision plans will provide the elevations of proposed structures in accordance
- 962 with Section 14-13010(2).
- 963

964 **Sec. 14-13025. - Variance Procedures**

965

966 The following variance and appeals procedures shall apply to an applicant who has been

967 denied a permit for a development activity, or to an owner or developer who has not applied

968 for a permit because it is clear that the proposed development activity would be

969 inconsistent with the provisions of this ordinance.

970

- 971 (1) Requests for variances from the requirements of this ordinance shall be submitted
- 972 to the City of South Fulton in accordance with procedures established for Primary
- 973 Variance Requests in the Zoning Resolution Article XXII.
- 974
- 975 (2) Any person adversely affected by any decision of the City of South Fulton shall have

the right to appeal such decision in accordance with procedures established for Primary Variance Requests in the Zoning Resolution Article XXII.

- (3) Any person aggrieved by the decision of the Zoning Board of Appeals may appeal such decision to the Superior Court of Fulton County, as provided in Section 5-4-1 of the Official Code of Georgia Annotated.

- (4) Variances may be issued for the repair or rehabilitation of historic structures upon a determination that the proposed repair or rehabilitation will not preclude the structure's continued designation as a historic structure, and the variance issued shall be the minimum necessary to preserve the historic character and design of the structure.

- (5) Variances may be issued for development necessary for the conduct of a functionally dependent use, provided the criteria of this Section are met, no reasonable alternative exists, and the development is protected by methods that minimize flood damage during the base flood and create no additional threats to public safety.

- (6) Variances shall not be issued within any designated floodway if any increase in flood levels during the base flood discharge would result.

- (7) In reviewing such requests, the City of South Fulton and the Zoning Board of Appeals shall consider all technical evaluations, relevant factors, and all standards specified in this and other sections of this ordinance.

- (8) Conditions for Variances:

- (a) A variance shall be issued only when there is:

- (i) a finding of good and sufficient cause;
- (ii) a determination that failure to grant the variance would result in exceptional hardship; and
- (iii) a determination that the granting of a variance will not result in increased flood heights, additional threats to public safety, extraordinary public expense, or the creation of a nuisance.

- (b) The provisions of this ordinance are minimum standards for flood loss reduction; therefore, any deviation from the standards must be weighed carefully. Variances shall only be issued upon determination that the variance is the minimum necessary, considering the flood hazard, to afford relief.

- (c) Any person to whom a variance is granted shall be given written notice specifying the difference between the base flood elevation and the elevation of the proposed lowest floor and stating that the cost of flood insurance resulting from the lowest floor elevation being placed below the base flood elevation will be commensurate with the increased risk to life and property, and that such costs may be as high as \$25 for each \$100 of insurance coverage provided.

- (d) The Floodplain Administrator shall maintain the records of all variance



actions, both granted and denied, and report them to the Georgia Department of Natural Resources and the Federal Emergency Management Agency upon request.

(9) Any person requesting a variance shall, from the time of the request until the time the request is acted upon, submit such information and documentation as the City of South Fulton and the Zoning Board of Appeals shall deem necessary for the consideration of the request.

(10) Upon consideration of the factors listed above and the purposes of this ordinance, the City of South Fulton and the Zoning Board of Appeals may attach such conditions to the granting of variances as they deem necessary or appropriate, consistent with the purposes of this ordinance.

(11) Variances shall not be issued "after the fact."

#### **Sec. 14-13026. - Violations, Enforcement and Penalties**

Any action or inaction which violates the provisions of this ordinance or the requirements of an approved stormwater management plan or permit, may be subject to the enforcement actions outlined in this Section. Any such action or inaction which is continuous with respect to time is deemed to be a public nuisance and may be abated by injunctive or other equitable relief. The imposition of any of the penalties described below shall not prevent such equitable relief.

#### **Sec. 14-13027. - Notice of Violation**

If the City of South Fulton determines that an applicant or other responsible person has failed to comply with the terms and conditions of a permit, an approved stormwater management plan or the provisions of this ordinance, it shall issue a written notice of violation to such applicant or other responsible person. Where a person is engaged in activity covered by this ordinance without having first secured a permit therefor, the notice of violation shall be served on the owner or the responsible person in charge of the activity being conducted on the site.

The notice of violation shall contain:

- (1) The name and address of the owner or the applicant or the responsible person;
- (2) The address or other description of the site upon which the violation is occurring;
- (3) A statement specifying the nature of the violation;
- (4) A description of the remedial measures necessary to bring the action or inaction into compliance with the permit, the stormwater management plan or this ordinance and the date for the completion of such remedial action;
- (5) A statement of the penalty or penalties that may be assessed against the person to whom the notice of violation is directed; and
- (6) A statement that the determination of violation may be appealed to the City of South Fulton by filing a written notice of appeal within thirty (30) days after

the notice of violation.

**Sec. 14-13028. - Penalties**

In the event the remedial measures described in the notice of violation have not been completed by the date set forth for such completion in the notice of violation, any one or more of the following actions or penalties may be taken or assessed against the person to whom the notice of violation was directed. Before taking any of the following actions or imposing any of the following penalties, the City of South Fulton shall first notify the applicant or other responsible person in writing of its intended action, and shall provide a reasonable opportunity, of not less than ten (10) days, except, that in the event the violation constitutes an immediate danger to public health or public safety, twenty-four hours' notice shall be sufficient to cure such violation. In the event the applicant or other responsible person fails to cure such violation after such notice and cure period, the City of South Fulton may take any one or more of the following actions or impose any one or more of the following penalties:

- (1) Stop Work Order -The City of South Fulton may issue a stop work order which shall be served on the applicant or other responsible person. The stop work order shall remain in effect until the applicant or other responsible person has taken the remedial measures set forth in the notice of violation or has otherwise cured the violation or violations described therein, provided the stop work order may be withdrawn or modified to enable the applicant or other responsible person to take the necessary remedial measures to cure such violation or violations.
- (2) Withhold Certificate of Occupancy - The City of South Fulton may refuse to issue a certificate of occupancy for the building or other improvements constructed or being constructed on the site until the applicant or other responsible person has taken the remedial measures set forth in the notice of violation or has otherwise cured the violations described therein.
- (3) Suspension, Revocation or Modification of Permit - The City of South Fulton may suspend, revoke or modify the permit authorizing the development project. A suspended, revoked or modified permit may be reinstated after the applicant or other responsible person has taken the remedial measures set forth in the notice of violation or has otherwise cured the violations described therein, provided such permit may be reinstated (upon such conditions as the City of South Fulton may deem necessary) to enable the applicant or other responsible person to take the necessary remedial measures to cure such violations.
- (4) Civil Penalties - In the event the applicant or other responsible person fails to take the remedial measures set forth in the notice of violation or otherwise fails to cure the violations described therein within ten (10) days, or such greater period as the City of South Fulton shall deem appropriate (except, that in the event the violation constitutes an immediate danger to public health or public safety, 24 hours notice shall be sufficient) after the City of South Fulton has taken one or more of the actions described above, the City of South Fulton may impose a penalty not to exceed \$1,000 (depending on the severity of the violation) for each day the violation remains unremedied after receipt of the notice of violation.

- (5) Criminal Penalties - For intentional and flagrant violations of this ordinance, the City of South Fulton may issue a citation to the applicant or other responsible person, requiring such person to appear in City of South Fulton Municipal Court to answer charges for such violation. Upon conviction, such person shall be punished by a fine not to exceed \$1,000 or imprisonment for 60 days or both. Each act of violation and each day upon which any violation shall occur shall constitute a separate offense.

\*\*\*\*\*

**Section 3.** 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, 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 4.** All Ordinance and Resolutions 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 on the date as set forth under Sec. 3.21 of the City Charter unless provided otherwise by applicable local, state and/or federal law.

THIS ORDINANCE so adopted this \_\_\_\_\_ day of \_\_\_\_\_ 2020.

**CITY OF SOUTH FULTON, GEORGIA**

\_\_\_\_\_  
WILLIAM "BILL" EDWARDS, MAYOR

ATTEST:

\_\_\_\_\_  
S. DIANE WHITE, CITY CLERK

APPROVED AS TO FORM:

\_\_\_\_\_  
EMILIA C. WALKER, CITY ATTORNEY

1217  
1218 The foregoing Ordinance No. 2020-\_\_\_\_\_ was moved for approval by Councilmember  
1219 \_\_\_\_\_. The motion was seconded by Councilmember  
1220 \_\_\_\_\_, and being put to a vote, the result was as follows:  
1221  
1222

|                                      | AYE   | NAY   |
|--------------------------------------|-------|-------|
| 1223                                 |       |       |
| 1224                                 |       |       |
| 1225 William "Bill" Edwards, Mayor   | _____ | _____ |
| 1226 Carmalitha Gumbs, Mayor Pro Tem | _____ | _____ |
| 1227 Catherine Foster Rowell         | _____ | _____ |
| 1228 Helen Zenobia Willis            | _____ | _____ |
| 1229 Gertrude Naeema Gilyard         | _____ | _____ |
| 1230 Corey Reeves                    | _____ | _____ |
| 1231 khalid kamau                    | _____ | _____ |
| 1232 Mark Baker                      | _____ | _____ |
| 1233                                 |       |       |
| 1234                                 |       |       |

**GOVERNMENT OF THE CITY OF SOUTH FULTON**

Office of the City Manager

WILLIAM "BILL" EDWARDS  
MAYOR



ODIE DONALD II  
CITY MANAGER

**MEMORANDUM**

**TO:** Council 1st Reading of Amending Ordinance Title 6

**DATE:** July 28, 2020

**SUBJECT:** Council 1st Reading of Amending Ordinance Title 6

**REFERENCE:**

---

**CONCLUSION:**

**BACKGROUND:**

**FISCAL IMPACT:**

**ATTACHMENTS:**

| Description                                 | Type       | Upload Date |
|---------------------------------------------|------------|-------------|
| Amend Title 6 Creating Property Maintenance | Cover Memo | 7/23/2020   |
| FIS_Property Nuisance                       | Cover Memo | 7/28/2020   |

1 **STATE OF GEORGIA**  
2 **COUNTY OF FULTON**  
3 **CITY OF SOUTH FULTON**  
4  
5

6 **AN ORDINANCE AMENDING TITLE 6, HEALTH AND SANITATION OF THE CITY OF**  
7 **SOUTH FULTON CODE OF ORDINANCES; CREATING PROPERTY MAINTENANCE**  
8 **REGULATIONS; ENHANCING PUBLIC HEALTH AND FOR OTHER LAWFUL**  
9 **PURPOSES**

10  
11 **(Sponsored by Councilpersons Rowell and Reeves)**  
12

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

15  
16 **WHEREAS**, the duly elected governing authority of the City is the Mayor and  
17 Council thereof ("City Council");

18 **WHEREAS**, the City Council is authorized to establish rules and regulations  
19 which govern property maintenance and public health throughout the City; and  
20

21 **WHEREAS**, the City Council finds this Ordinance to be in the best interest of  
22 the health, safety, and welfare of, the citizens of the City.  
23

24 **NOW THEREFORE, THE COUNCIL OF THE CITY OF SOUTH FULTON**  
25 **HEREBY ORDAINS** as follows:

26 **Section 1.** Title 6, Health and Sanitation, of the City of South Fulton Code of  
27 Ordinances, is hereby amended by adding a new Chapter 6, Property Maintenance,  
28 which shall read as follows:  
29

30 **TITLE 6 - HEALTH AND SANITATION**

31 ...  
32

33 **CHAPTER 6 - PROPERTY MAINTENANCE**  
34

35 **Sec. 6-6001. - Title.**

36 This chapter shall be known as the City of South Fulton Property Maintenance  
37 Ordinance.  
38

39 **Sec. 6-6002. - Purpose.**

40 The purpose of this chapter is to establish requirements and standards for premises  
41 and structures in order to promote and protect the public health, safety, convenience,  
42 order and general welfare of the citizens of the City.

**Sec. 6-6003 - Definitions.**

Whenever the terms "dwelling unit," "premises," "building," "rooming house," "rooming unit," or "story" are stated in this chapter, they shall be construed as though they were followed by the term "or any part thereof." The following definitions shall apply in the interpretation and enforcement of this chapter:

*Bathroom* means a room containing plumbing fixtures, including a bathtub or shower.

*Bedroom* means any room or space used or intended to be used for sleeping purposes.

*Exterior property* means the open space on the premises and on adjoining property under the control of owners or operators of such premises.

*Floor area* means the area of a given room as measured from wall face to wall face, or in the case where an obstruction (cabinet, appliance, etc.), the face of that obstruction.

*Garbage* means the animal or vegetable waste resulting from the handling, preparation, cooking and consumption of food.

*Habitable space* means space in a structure for living, sleeping, eating or cooking. Bathrooms, toilet rooms, closets, halls, storage or utility spaces, and similar areas are not considered habitable spaces.

*Junk vehicle* means any vehicle, automobile, truck, van, trailer of any or type, or contrivance or part thereof which is wrecked, dismantled, partially dismantled, stripped, partially stripped, inoperative, abandoned, discarded, or kept parked, stored or maintained on any premises or public right-of-way without a current license plate and/or decal displayed on the vehicle.

*Maintenance* means the act of keeping property, structures or vegetation in a proper condition so as to prevent their decline, failure or uncontrolled growth.

*Occupant* means any individual living or sleeping in a building or utilizing the space within a building.

*Operator* means any person who has charge, care or control of a structure or premises which is let or offered for occupancy.

*Owner* means any person, agent, operator, firm or corporation having a legal or equitable interest in the property; or recorded in the official records of the State of Georgia or Fulton County as holding title to the property; or otherwise having control of the property, including the guardian of the estate of any such person, and the executor or administrator of the estate of such person if ordered to take possession of real property by a court.

*Premises* means a lot, plot or parcel of land, including any structures thereon.

*Repair* means altering or improving a property so as to bring any dwelling, building, or structure into compliance with the applicable codes in the jurisdiction where the property is located and/or the cleaning or removal of debris, trash, and other materials



present and accumulated which create unsanitary and unsafe conditions which are an endangerment to the public health or safety in or about any property.

*Rubbish/trash* means combustible and noncombustible waste materials, except garbage, including paper, rags, cartons, boxes, wood, excelsior, rubber, leather, tree branches or trunks, yard trimmings, tin, cans, metals, bricks, lumber, concrete, mineral matter, glass, crockery, and including the residue from the burning of wood, coal, coke or other combustible material.

*Toilet room* means a room containing a water closet or urinal but not a bathtub or shower.

*Weeds* means all rank vegetative growth, including, but not limited to, kudzu, poison ivy, jimsonweed, burdock, ragweed, thistle, cocklebur, dandelion, plants of obnoxious odors, other similar unsightly vegetative growths and any invasive exotic plant species. The term "weeds" shall not include cultivated flowers, fruits and vegetables, and gardens.

*Wooded lot* means a lot or portion of a lot to be left in its natural state. A wooded lot is not meant to be manicured and usually devoid of grass.

*Yard trimmings* means all leaves, brush, grass, clippings, shrub and tree prunings, discarded Christmas trees, and vegetative matter resulting from landscaping or maintenance activities.

#### **Sec. 6-6004. - Fences and walls.**

(a) The building of fences and walls and growing of hedges may be permitted in any required yard, or along the edge of any yard, except for the front yard. In the front yard, only a decorative fence not exceeding four feet in height may be constructed. A decorative fence shall not be made of chainlink, wire or similar unattractive materials. A fence or hedge in the front yard shall not be built along the sides or front edge of any front yard in a way that obstructs the view of persons entering or exiting from any driveway or street.

(b) Fences and walls shall be maintained in a structurally sound condition, in good repair, and free from loose or rotting materials. If painted, the paint on such fences and walls shall be maintained without excess wear as evidenced by peeling, chipping, or flaking. Fences and walls shall be kept clean of visible signs of mold, mildew or algae growths.

#### **Sec. 6-6005. - Grass, weeds, and uncultivated vegetation.**

Premises and exterior property shall be maintained free from grass, weeds or uncultivated vegetation in excess of 6 inches in height. All weeds shall be maintained per this section but shall also be contained so as not to encroach on adjacent properties. Property owners of developed property shall be required to maintain the right-of-way from the property line to the street curb in this same manner. This regulation is not to be applied to undeveloped property or to portions of developed

property where the intent is to leave the property in its natural state, nor to allow landscape islands or other designed areas to return to a natural state due to a lack of maintenance. However; the following shall apply to undeveloped properties and portions of developed property where the intent is to leave the property in its natural state:

- 1) Grass, weeds or uncultivated vegetation shall be maintained to a height of less than 12 inches along the right-of-way frontage at a minimum distance of 20 feet interior to the property.
- 2) Grass, weeds or uncultivated vegetation shall be maintained to a height of less than 12 inches along the side and rear property lines at a minimum distance of 20 feet interior to the property when undeveloped property abuts an adjacent developed property to minimize encroachment of undesirable vegetation.
- 3) Exceptions to subsections (1) and (2) above are required stream and zoning buffers however vegetation within buffers shall be maintained so that it does not encroach onto other properties.

#### **Sec. 6-6006. - Vehicles.**

- 1) Residential lots may have a maximum of two business vehicles, provided that any ladders must be removed from the business vehicles while parked at the residence.
- 2) Residential lots may have a maximum of two recreational vehicle(s) provided that no such recreational vehicle exceeds a length of 45 feet and that each is stored or parked completely within a garage or carport, or in the side or rear yard on a driveway or parking area constructed of concrete, asphalt, grasscrete, or other impervious surface at least as wide and long as the vehicle. Any parking area shall be directly adjacent to a paved driveway. The recreational vehicle may be connected to an outlet but may not be occupied. The setback for a recreational vehicle shall be five feet on the side yard and ten feet in the rear yard. A recreational vehicle may not be parked or stored where it would constitute a clear and demonstrable vehicular traffic hazard or be a threat to the public health or safety.
- 3) Residential lots may have watercraft, provided that each watercraft be 30 feet or less in length, must be stored or parked completely within a garage or carport, or in the side or rear yard on a driveway or parking area constructed of concrete, asphalt, grasscrete, or other impervious surface at least as wide and long as the watercraft. Any parking area shall be directly adjacent to a paved driveway. The setback for watercraft shall be five feet on the side yard and ten feet in the rear yard. Watercraft may not be parked or stored where it would constitute a clear and demonstrable vehicular traffic hazard or be a threat to public health or safety.
- (5) Junk vehicles shall not be kept, permitted, parked, stored or maintained on any premise or public street right-of-way. Junk vehicles found to be on any public street shall be subject to immediate removal to an impound facility by an officer of the City of South Fulton Police Department.

Exceptions:

- a. Junk vehicles, which are kept within a fully enclosed building on property in residential zoning districts provided the owner or occupant of the property is in the process of reconditioning the junk vehicle for personal use;
- b. Junk vehicles which are kept on property which is properly zoned to allow for such vehicles in accordance with all requirements for the storage of such vehicles.

**Sec. 6-6007. - Open or outdoor storage.**

The term "outdoor storage" means the storage, outside of a fully enclosed lawful structure, of items, equipment, materials, supplies, merchandise, vending machines or similar items. Outdoor storage is prohibited except for grills, basketball goals, toys, lawn equipment and other like equipment in good operating order that are actually used as a part of, and strictly for the residential purposes of the owner. All lawn equipment shall be stored in the rear or side yard. Basketball goals shall be maintained in good repair and positioned in such a way that those using the goal are not located within the right-of-way. No permanent structures, including, but not limited to, basketball goals, satellite dishes and other permanently anchored structures, shall be constructed within the right-of-way. This section is not intended to, and shall not be interpreted to, prohibit the construction of mailboxes, driveways, walkways, lamp posts, decorative columns, or landscaping within the right-of-way, provided that such structures are located behind the curb line and do not create a traffic hazard.

**Sec. 6-6008. - Trees.**

- (a) *Hazardous trees.* Dead, dying, damaged or diseased trees shall not be allowed to exist or to be maintained on any premises which are hazardous to persons on adjacent property or to adjacent property.
- (b) *Tree stumps.* Tree stumps greater than 12 inches in height above ground level shall not be permitted or maintained on any premises. Exceptions include:
  - 1) Property covered by a valid land-disturbing permit.
  - 2) Undeveloped property and portions of developed property where the intent is to leave the property in its natural state.
- (c) *Tree debris.* Felled trees, slash, removed tree limbs, or other portions of any tree shall not be permitted or maintained on the ground on any premises. Exceptions include:
  - 1) Property covered by a valid land-disturbing permit;
  - 2) Cut wood which is neatly stacked in lengths not to exceed three feet; and
  - 3) Undeveloped property and portions of developed property where the intent is to leave the property in its natural state.

**Sec. 6-6009. - Swimming pools.**

In addition to any State laws, County ordinances, or health codes which govern the maintenance of residential swimming pools within the City of South Fulton, the following regulations shall apply:

- 1) All residential swimming pools, when uncovered, shall be maintained in such a manner that the water in the pool is kept clear and free of algae. The bottom of the pool, at its deepest point, shall be visible at all times.
- 2) When not covered, the filtration system must be operational either continuously or at set intervals as controlled by an electronic timing device to prevent water from becoming stagnant.
- 3) When covered, the cover shall remain securely affixed and must remain in good repair. Accumulated leaves and tree debris must be removed to ensure the pool cover is visible and to prevent damage or breach of the cover.
- 4) Stagnant water located within swimming pools or on swimming pool covers conducive to the breeding and harboring of mosquitoes or other insects shall not be permitted or maintained on any premises.

**Sec. 6-60010. - Exterior surface treatment.**

All exterior surfaces, including, but not limited to, siding, doors, door and window frames, cornices, porches, window shutters, gutters, and other similar exterior surfaces and trim shall be maintained in good repair. Exterior wood surfaces, other than decay-resistant woods, shall have a protective covering or treatment. Peeling, flaking and chipped paint shall be eliminated and surfaces repainted. All siding or masonry joints shall be maintained weather-resistant and watertight. All exterior surfaces shall be kept clean of visible signs of mold, mildew or algae growth.

**Sec. 6-60011. - Exterior walls.**

Exterior walls of buildings shall be maintained free from holes, breaks, or loose or rotting materials, and shall be maintained weatherproof and properly surface-coated as needed to prevent deterioration.

**Sec. 6-60012. - Roofs.**

Roofs of buildings shall be maintained so that they are structurally sound, in a safe condition and have no defects which might admit rain or cause dampness in the interior portions of a building. Roofs and gutters shall be kept free of excessive accumulations of leaves, pine straw, or other debris.

**Sec. 6-60013. - Exterior stairways, decks, porches, and balconies.**

Exterior stairways, decks, porches and balconies, and all appurtenances attached thereto, of buildings shall be maintained so that they are in good repair.

**Sec. 6-60014. - Windows.**

Windows of buildings shall be fully supplied and maintained with glass window panes or with a substitute approved by the Director of Community Development and Regulatory Affairs which are without open cracks or holes. Screens, if provided, shall be securely fastened to the window or window frame. Exceptions include a commercial business that has closed may board up the windows for security for a period not to exceed 60 days.

**Sec. 6-60015. - Exterior doors and frames.**

Exterior doors of buildings shall be maintained so that they fit reasonably well within their frames so as to substantially prevent rain and wind from entering the building. Exterior door jambs, stops, headers and moldings shall be securely attached to the structure and maintained in good condition without splitting or deterioration. Additionally, exterior doors shall be provided with proper hardware and maintained in proper working condition.

**Sec. 6-60016. - Decorative features.**

Cornices, belt courses, corbels, terra cotta trim, wall facings and similar decorative features shall be maintained in good repair.

**Sec. 6-60017. - Accessory use buildings.**

Under no circumstances shall accessory use buildings be constructed or repaired in whole or in part with tarp, or any tarp-like material, vinyl, plastic or PVC.

**Sec. 6-60018. - Violations.**

The City shall have full authority as allowed by law to punish all violations of this chapter. Each day that a violation continues shall be deemed a separate offense. The City shall have the option to utilize any and all remedies available by law, which include petitioning for a restraining order, injunction, abatement, or taking any other appropriate legal action or proceeding through a court of competent jurisdiction to prevent, restrain, or abate such unlawful use or activity.

\*\*\*\*\*

**Section 2.** 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, 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 Ordinance and Resolutions 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 on the date as set forth under Sec. 3.21 of the City Charter unless provided otherwise by applicable local, state and/or federal law.

THIS ORDINANCE so adopted this \_\_\_\_\_ day of \_\_\_\_\_ 2020.

**CITY OF SOUTH FULTON, GEORGIA**

\_\_\_\_\_  
WILLIAM "BILL" EDWARDS, MAYOR

ATTEST:

\_\_\_\_\_  
S. DIANE WHITE, CITY CLERK

APPROVED AS TO FORM:

\_\_\_\_\_  
EMILIA C. WALKER, CITY ATTORNEY

371  
372 The foregoing Ordinance No. 2020-\_\_\_\_\_ was moved for approval by Councilmember  
373 \_\_\_\_\_. The motion was seconded by Councilmember  
374 \_\_\_\_\_, and being put to a vote, the result was as  
375 follows:  
376  
377

|                                     | AYE   | NAY   |
|-------------------------------------|-------|-------|
| 378                                 |       |       |
| 379                                 |       |       |
| 380 William "Bill" Edwards, Mayor   | _____ | _____ |
| 381 Carmalitha Gumbs, Mayor Pro Tem | _____ | _____ |
| 382 Catherine Foster Rowell         | _____ | _____ |
| 383 Helen Zenobia Willis            | _____ | _____ |
| 384 Gertrude Naeema Gilyard         | _____ | _____ |
| 385 Corey Reeves                    | _____ | _____ |
| 386 khalid kamau                    | _____ | _____ |
| 387 Mark Baker                      | _____ | _____ |
| 388                                 |       |       |
| 389                                 |       |       |



# GOVERNMENT OF THE CITY OF SOUTH FULTON

ODIE DONALD II  
CITY MANAGER



FRANK MILAZI  
Chief Financial Officer

## MEMORANDUM

**TO:** Diane While, City Clerk

**FROM:** Frank S. Milazi, CFO *FM*

**DATE:** July 23, 2020

**SUBJECT:** Property Nuisance Ordinance

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### CONCLUSION

The Title 6, Health and Sanitation, of the City of South Fulton Code of Ordinances, is hereby amended by adding a new Chapter 6, Property Maintenance. By implementing this chapter, it aids in establishing requirements and standards for premises and structures in order to promote and protect the public health, safety, convenience, order and general welfare of the citizens of the City.

### BACKGROUND

The City Council is authorized to establish rules and regulations which govern property maintenance and public health throughout the City. The City Council finds this Ordinance to be in the best interest of the health, safety, and welfare of, the citizens of the City.

### FINANCIAL IMPACT

There will be no financial impact to the FY20 budget and/or FY20 fiscal year appropriations/allocation.